

Lancashire County Council

Cabinet

Thursday, 4th March, 2021 at 2.00 pm to be held as a Virtual Teams Meeting

Agenda

Part I (Open to Press and Public)

No. Item

1. Apologies for Absence

2. Disclosure of Pecuniary and Non-Pecuniary Interests

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

3. Minutes of the Meeting held on 4 February 2021 (Pages 1 - 6)

Matters for Decision:

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

4. Proposed 2021/22 Highway Maintenance and Transport New Starts Capital Programmes (Pages 7 - 46)

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

5. Developing Provision for Children and Young People with Special Educational Needs and Disabilities (Pages 47 - 100)

Please note that Appendix 'E' to this report is in Part II and appears as Item No. 15 on the Agenda.

6. Provision of Secondary School Places in Burnley (Pages 101 - 104)

Please note that Appendix 'A' to this report is in Part II and appears as Item No. 16 on the Agenda.

7. Review of Accommodation at Burnley Campus – Phase One (Pages 105 - 110)

Please note that Appendix 'A' to this report is in Part II and appears as Item No. 17 on the Agenda.

8. **Review and Redesign of Lancashire's Short Break Offer for Children and Young People with Disabilities** (Pages 111 - 240)

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

9. **A New Environment and Climate Programme for Lancashire County Council** (Pages 241 - 246)

Matters for Information:

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

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

- [Government Consultation - Gigabit Programme Planning](#)

11. **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.

12. **Date of Next Meeting**

The next meeting of Cabinet will be held virtually on Thursday 1 April 2021 at 2.00pm.

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

No representations have been received.

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

14. Exclusion of Press and Public

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

Part II (Not Open to Press and Public)

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

15. Appendix E of Item 5 - Developing Provision for Children and Young People with Special Educational Needs and Disabilities (Pages 247 - 250)

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

16. Appendix A of Item 6 - Provision of Secondary School Places in Burnley (Pages 251 - 254)

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

17. Appendix A of Item 7 - Review of Accommodation at Burnley Campus - Phase One (Pages 255 - 258)

Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

The report contains information relating to the financial or business affairs of any particular person (including the authority holding that information). It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Angie Ridgwell
Chief Executive and Director of
Resources

County Hall
Preston

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

- i. Provision of Reablement Services in East Lancashire;
- ii. Vehicle Restraint Systems Framework Agreement;
- iii. Safer Roads Programme; and
- iv. South Lancaster Housing Infrastructure.

5. M6 Junction 33 Reconfiguration with Link Road and Lancaster City Movement and Public Realm Strategy

Cabinet considered a report seeking approval to take forward the preferred option for the M6 Junction 33 Reconfiguration with Link Road and the three options for the Lancaster City Centre Movement and Public Realm Strategy.

Resolved: That:

- i. The preferred option for the M6 Junction 33 Reconfiguration with Link Road be approved;
- ii. The route, as set out in Appendix 'C' of the report, be approved and adopted as the route for the M6 Junction 33 Reconfiguration with Link Road; and
- iii. The proposed three options for the Lancaster City Centre Movement and Public Realm Strategy for the purpose of further analysis and consultation, be approved.

6. M6 Junction 33 Reconfiguration with Link Road - Approval for use of Powers and Preparation of Documentation for Land Assembly and Planning under a Development Consent Order

Cabinet considered a report seeking approval for the use of powers and preparation of documentation for land assembly and planning in respect of this part of the South Lancaster to M6 Road Scheme.

It was noted that a further report in relation to the full scheme will be brought to a future Cabinet meeting.

Resolved: That;

- i. The use of the county council's powers of compulsory acquisition of land or rights over land contained in the Planning Act 2008 and all and any other enabling legislation, for the construction and future maintenance of the proposed M6 J33 reconfiguration with link road and realigned footpath network, as part of the South Lancaster to M6 Road Scheme as illustrated on the plan at Appendix 'A' of the report, be approved;
- ii. The preparation of relevant documentation and the taking of other procedural steps towards the drafting of a Development Consent Order prior to submission of any application be authorised; and
- iii. The acquisition by agreement in advance of these powers of all rights, interests, enabling arrangements to facilitate the scheme be approved.

7. Lancashire County Council (Bus Station South Access, Lord Street and Tithebarn Street, Preston, Preston City) (Suspension, Bus Only Street and Bus Gate) Experimental Order 2020

Cabinet considered a report seeking approval for the making permanent of the Experimental Traffic Regulation Order for the bus only street on Tithebarn Street, Lord Street and Bus Gate on Lord's Walk.

Resolved: That, the making permanent of the Experimental Traffic Regulation Order for the bus only street on Tithebarn Street, Lord Street and Bus Gate on Lord's Walk as set out in the attached Order (Appendix 'A') and plan (Appendix 'B') of the report, be approved.

8. Determination of Relevant Area for Consultation on Admission Arrangements for Lancashire Maintained Schools and Academies for Academic Years 2023/24, 2024/25 and 2025/26

Cabinet considered a report that provided details of the consultation within the County of Lancashire, representatives of the local Diocesan Church Education Authorities and the governing bodies of all Lancashire maintained schools, Free Schools and Academies on the establishing of the relevant area for consultation on admission arrangements.

It was noted that the Authority proposed no changes, and no responses were received by the Local Authority to this consultation.

Resolved: That, the definition of the relevant areas remains unchanged for the 2023/24, 2024/25 and 2025/26 school years, be agreed.

9. Determination of Admission Arrangements for Community and Voluntary Controlled Primary and Secondary Schools and Sixth Forms for the School Year 2022/2023

Cabinet considered a report on the admission arrangements for community and voluntary controlled primary and secondary schools and sixth forms schools for the school year 2022/2023.

During the presentation of the report, it was noted that there were changes that had been made to the criteria as set out in Appendix 'D' of the report, following the report's publication. These changes were that criteria 1 had been changed to (1a) and the following had been added as (1b), "Looked after children and those who have been previously looked after who are legally adopted from overseas (see note (x) below."

Resolved: That;

- i. The admission numbers and admission arrangements for community and voluntary controlled primary schools, secondary schools and sixth forms for 2022/2023 as set out at Appendices 'A', 'B', 'C' and 'D' of the report, subject to the change outlined above, be approved;
- ii. The issues raised by Community and Voluntary Controlled Governing Bodies, and the Community, and approve the recommendations set out in response, as set out in Appendix 'E' of the report be noted; and

- iii. The admission numbers and criteria for admission as set out at Appendices 'A' and 'B' of the report, to constitute the Authority's admission arrangements for 2022/2023, be approved.

10. Co-ordinated Admissions Scheme 2022/2023 - Determination of the Qualifying Scheme

Cabinet considered a report on the determination of the statutory scheme and the mandatory timetable for co-ordinating admissions for Lancashire's primary and secondary schools and academies for 2022/2023.

Resolved: That;

- i. The scheme set out at Appendix 'A' of the report, and its accompanying timetable as set out in Appendix 'B' of the report, be adopted as the qualifying scheme for admissions to Lancashire primary and secondary schools and academies for 2022/2023, be approved; and
- ii. The Executive Director of Education and Children's Services be approved to secure the adoption of the scheme by the governing body of each Lancashire voluntary aided and foundation school and academy, in order to inform the Secretary of State for Education that a scheme has been introduced in Lancashire.

11. Determination of Home to School Transport Policy - Academic Year 2022/2023

Cabinet considered a report seeking approval for the Home to School Transport Policy for the academic year 2022/2023.

Resolved: That, the Home to School Transport Policy for the academic year 2022/2023 as set out at Appendix 'A' of the report, be approved.

12. Adult Social Care - Fees and Charges 2021/2022

Cabinet considered a report setting out the county council's proposed fee uplifts for adult social care services for 2021/22 and the increases in charges for service users, the financial impact of which have been reflected in the Medium Term Financial Strategy.

Resolved: That, the fee uplifts as set out in report for adult social care services for 2021/22, be approved with effect from 5 April 2021.

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

It was noted that there had been an urgent decision taken by the Leader of the County Council and the Cabinet Member for Children, Young People and Schools since the publication of the agenda for this meeting. This decision was in relation to Supporting Remote Learning by Providing Laptops to Lancashire Schools which aimed to provide free laptops for pupils who have not been able to access remote learning through any of the national or local schemes currently available.

Resolved: That the urgent decision taken by the Leader of the County Council and the Cabinet Member for Children, Young People and Schools, be noted.

14. Urgent Business

There were no items of Urgent Business.

15. Date of Next Meeting

It was noted that the next meeting of Cabinet would be held at 2pm on Thursday 4 March 2021 as a virtual meeting.

16. Notice of Intention to Conduct Business in Private

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

17. Exclusion of Press and Public

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

18. Capital Strategy for Schools - 2018/19 to 2021/22

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

Cabinet considered a report on the Capital Strategy for Schools for 2018/19 to 2021/22.

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

Angie Ridgwell
Chief Executive and
Director of Resources

County Hall
Preston

Report to the Cabinet

Meeting to be held on Thursday, 4 March 2021

Report of the Head of Service - Policy Information and Commissioning (Age Well)**Part I**Electoral Division affected:
(All Divisions);**Proposed 2021/22 Highway Maintenance and Transport New Starts Capital Programmes**

(Appendices 'A' - 'J' refer)

Contact for further information:

Janet Wilson, Tel: (01772) 538647, Senior Commissioning Officer

janet.wilson@lancashire.gov.uk

Executive Summary

This report recommends approval of the addition of the Department for Transport's grant funding allocations for Highway Maintenance and Integrated Transport, together with the additional capital funding allocations approved by Full Council on 11 February 2021, to the relevant blocks of the capital programme. The report also recommends the proposed apportionment of this funding. The reference to New Starts refers to this "new" funding. The report also requests approval of a number of detailed programmes of work relating to this funding set out at Appendices 'D' to 'J'.

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

Recommendation

Cabinet is asked to:

- i. Approve that the Department for Transport Highway Maintenance funding of £28.811 million, Integrated Transport funding of £6.101 million and additional capital funding approved by Full Council on 11 February 2021 be added to the appropriate Highway and Transport Blocks of the Capital Programme.
- ii. Subject to approval at (i) above, approve the proposed apportionment of the 2021/22 Department for Transport Highway Maintenance funding and the additional capital funding approved by Full Council on 11 February 2021 as detailed in the report and at Appendices 'A' and 'B', and additionally approve the proposed apportionment of the 2021/22 Department for Transport Integrated Transport Funding at Appendix 'C'.

- iii. then subject to such approval of apportionments in (ii) –
- iv. Approve the proposed 2021/22 New Starts Highway Maintenance programmes set out as projects at Appendices 'D' to 'I'.
- v. Approve that the proposed drainage allocation of £1 million be split equally as described in the report and drawn down as required to allow flexibility to address emerging issues.
- vi. Approve that £1.5 million of the £5 million additional funding approved by Full Council for flood defence be allocated to highway flood alleviation works aimed at preventing future flooding to property and highways and that this funding be drawn down as required to allow flexibility to address emerging issues.
- vii. Approve that £1 million of the £2 million additional funding approved by Full Council for walking and cycling be used to improve existing walking and cycling networks and that funding be drawn down as required to allow flexibility to address emerging issues.
- viii. Approve the proposed 2021/22 New Starts Public Rights of Way programme set out at Appendix 'J'.
- ix. Approve that further programmes/projects identified in the report be developed and presented for approval at a future date.

Background and Advice

Funding Sources and the Capital Programme

i. Department for Transport Highway Maintenance Grant Award

In the 2020 autumn Spending Review the Chancellor emphasised the need for a well-maintained local road network with the Government proposing to invest £1.7 billion in local roads in 2021/22 and a commitment of £1.125 billion of local roads maintenance funding in 2021/22 including £500 million for the Potholes Fund to fix potholes and resurface roads. The allocations for individual authorities were publicised by the Department for Transport on 15 February 2021 although the grant determination letter has not yet been received. The announcement included the following allocations for the county council:

Allocation	£m
Highway Maintenance Basic Need	12.805
Incentive Fund (assumes Band 3)	3.201
Pothole Action Fund	12.805
Total	28.811

Final confirmation regarding the Incentive Fund element will be received in the coming months following the submission of a self-assessment return. The assessment of officers is that the county council will be confirmed as qualifying for Band 3 funding.

ii. Additional Funding approved by Full Council

On 11 February 2021 Full Council approved the following additional capital allocations:

- £10 million of funding for highways
- £5 million for flood defence
- £2m for walking and cycling

Based on the above the overall funding available in 2021/22 includes:

- £38.811 million for highway maintenance subject to confirmation of the Incentive Fund element
- £5m for flood defence
- £2m for walking and cycling

It is recommended that the said funding be added to the Highway Block of the Capital Programme and apportioned to the various programmes and works below

iii. 2021/22 New Starts Integrated Transport Programme

2020/21 was the final year of a three-year settlement from the Department for Transport's Integrated Transport funding. Since 2018/19 the county council has received £6.054 million a year from this funding source for transport schemes. On 15 February 2021 the Department for Transport publicised the 2021/22 allocations which include £6.101 million of Integrated Transport funding. However, the grant determination letter has yet to be received.

It is recommended that the said funding be added to the Transport Block of the Capital Programme and apportioned to the various programmes and works below.

2021/22 New Starts Highway Maintenance Programme

Apportionment

The Transport Asset Management Plan approved in 2014 sets out how the county council intends to maintain its publicly maintainable vehicular highway assets (i.e. A, B and C roads, unclassified road network, footways, street lighting, traffic signals and structures) over the period 2015/16 to 2029/30. The performance of the plan is reviewed annually and the latest review presented to Cabinet in November 2020 provided an update on highway condition data as at March 2020. This data was used to review the Transport Asset Management Plan priorities for Phase 2 (2020/21 to 2024/25) and the proposed apportionment, along with the relevant service standards and was approved by Cabinet in December 2020.

The proposed apportionment of the 2021/22 New Starts Programme, set out at Appendices 'A' and 'B' is aligned with the Transport Asset Management Plan to

ensure that a proactive, preventative intervention maintenance programme is developed

The proposed apportionment takes account of:

- Extensive life cycle modelling that indicates that the level of capital funding received from central government is less than the requirement to maintain the assets to a good condition.
- The publication of the Well Managed Highways Infrastructure: Code of Practice document, (UK Roads Liaison Group: 2016) that has formalised highway authorities' approach to management of risk when maintaining highway assets and the need to fund additional asset related activities.

Proposed Programmes

Highway Maintenance - £38.811 million

Due to the uncertainty over recent months regarding the level of grant funding from the Department for Transport for 2021/22 the proposed programmes of work detailed at Appendices 'D' to 'I' have been developed on the assumption that the level of funding would be in line with that received in 2020/21 which was approximately £22.434 million. It is proposed that subject to approval of the apportionment detailed at Appendices 'A' and 'B' that the programmes of work detailed in Appendices 'D' - 'I' are able to be approved and that further projects be identified in line with the available financial envelope and presented for future approval.

With regard to the proposed drainage programme, this contains two elements. One element is aimed at addressing drainage issues identified in the development and delivery of the 2021/22 and 2022/23 carriageway maintenance programmes. The second element is aimed at identifying the risk and impact of flooding to property and highways and addressing these issues. It is proposed that the total allocation of £1 million be split equally between the two elements and that funding is drawn down as required to allow flexibility to address emerging issues.

Flood Defence - £5 million

It is proposed that £3.5 million is allocated to address the estimated capital cost of damage caused by recent severe weather and damage caused by Storm Christoph. A further report detailing the proposed programme of work will be presented to Cabinet for approval once the programme has been finalised.

It is proposed that £1.5 million is allocated to other capital highway flood alleviation works aimed at preventing future flooding to property and highways and that funding is drawn down as required to allow flexibility to address emerging issues.

It is proposed that the proposals are funded from the additional funding approved by Full Council on 11 February 2021.

Walking and Cycling - £2 million

It is proposed that a £1 million allocation is approved for improvements to existing walking and cycling networks. These networks have been more important than ever

for outdoor access and exercise in the periods of lockdown. It is proposed that funding is drawn down as required to allow flexibility to address emerging issues.

It is proposed that a programme of work is developed to maximise the use of the remaining allocation and presented for approval in due course.

It is proposed that the walking and cycling proposals are funded from the additional funding approved by Full Council on 11 February 2021.

2021/22 New Starts Integrated Transport Programme

2020/21 was the final year of a three-year settlement from the Department for Transport's Integrated Transport funding. Since 2018/19 the county council has received £6.054 million a year from this funding source for transport schemes. On 15 February 2021 the Department for Transport publicised the 2021/22 allocations which include £6.101 million of Integrated Transport funding. However, the grant determination letter has yet to be received. It is proposed that the Transport proposals detailed at Appendices 'C', and 'J' be funded from this 2021/22 Integrated Transport grant which has been recently advertised as £6.101 million.

Apportionment

This proposed programme apportionment is detailed at Appendix 'C'.

Proposed Programmes

The proposed Public Rights of Way programme is detailed at Appendix 'J'. This network of minor highways has been important for outdoor access and exercise in the periods of lockdown and yet is vulnerable to severe weather incidents.

The Road Safety and Cycling Safety programmes are currently being developed. It is proposed that these programmes are presented for approval once finalised.

Future years Integrated Transport Block will need to provide for the annual commitment to South Lancaster Growth Catalyst totalling £4.6m over 10 years. This represents an annual commitment of £0.46m from 2022/23 onwards.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

The Incentive Funding detailed above assumes that the county council will qualify for Band 3 funding. This will be confirmed in the coming months following the submission of a self-assessment return. The assessment of officers is that the county council will be confirmed as qualifying for Band 3 funding but funding may be reduced if Band 3 status is not achieved.

It should also be noted that the delivery of the proposed programmes/projects is dependent on the 2020/21 highway maintenance and transport programme outturn positions which will not be known until spring 2021. The programmes may be subject to change after this date.

There is a risk that some of the detailed highway and transport programmes/projects set out at Appendices 'D' to 'J' may not be delivered or could be delayed due to changes to estimated costs, other priorities emerging within year as a result of bad weather or other unforeseen circumstances.

Due to the fact that the bridges and structures programme will require design and consultation, it is anticipated that some elements of the programme may to be delivered over two years. It is proposed that the programme will be subject to review to ensure work is delivered in the most effective time frame with funding being brought forward as required.

The impact of the COVID-19 pandemic is being managed but may result in delays to delivery.

Financial

Highways Maintenance

It is proposed that the programmes detailed at Appendices 'D' to 'I' be funded from the 2021/22 highway maintenance grant funding from the Department for Transport and the additional £10 million of funding approved by Full Council for highways on 11 February 2021. Should the level of funding in the Determination of Grant letter be different to the publicised allocations then the implications will be reported to Cabinet.

Due to the nature of the development of the Bridges programme the expenditure profile is:

- 2021/22 - £1.000 million
- 2022/23 - £2.500 million

All structural defects that meet the safety intervention criteria will be addressed and therefore the actual expenditure will reflect operational demand. Based on recent levels of expenditure the total forecast level of funding required in 2021/22 is £8 million and any pressure on this amount will be dealt with within programme where possible under the direction of Capital Board. The £8 million budget is funded by:

- £2 million from the Department for Transport's Highway Maintenance Grant
- £6 million from other funding within the capital programme with Grants received including Highway Maintenance Basic Need and incentive grants being the priority funding and prudential borrowing being a last resort.

Flood Defence - £5 million

It is proposed that the proposals are funded from the additional funding approved by Full Council on 11 February 2021.

Walking and Cycling - £2 million

It is proposed that the walking and cycling proposals are funded from the additional funding approved by Full Council on 11 February 2021.

Transport

It is proposed that the Transport proposals detailed at Appendices 'C' and 'J' be funded from the 2021/22 Integrated Transport grant which has been recently advertised as £6.101 million

Legal

The Authority has a duty to maintain publicly maintainable highways, both vehicular and those which are in the Public Rights of Way network.

Maintenance includes drainage and includes maintaining various structures such as some bridges, culverts, etc.

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A

Appendix A

Proposed Apportionment of Highway Maintenance, Flood Defence and Walking and Cycling Funding

Programme	Value of Programme Detailed in Appendices D to I	Proposed Apportionment of DfT Funding (£28.811m) and Additional Highway Maintenance Funding (£10m)
ABC	£4,219,685	£8,810,000
Urban Unclassified	£3,341,647	£6,400,000
Rural Unclassified	£1,620,530	£2,791,000
Footways	£965,704	£2,000,000
Moss Roads	£724,276	£950,000
Drainage	£482,850	£1,420,000
Street Lighting	£965,700	£1,000,000
Traffic Signals	£600,000	£1,225,000
Bridges and Structures	£3,379,950	£3,500,000
Structural Defects	£2,000,000	£2,000,000
Safety Camera Maintenance	£40,000	£150,000
Geotechnical Surveys	£96,570	£100,000
Surveys and Coring for Capital Programme	£724,275	£750,000
Future Design/Site Investigations	£259,394	£300,000
Localised Deterioration Fund	£300,000	£3,000,000
Planned Additional Maintenance	£400,000	£670,000
Structures: Principal Bridge Inspections	£509,420	£600,000
Structures: Risk Based Assessments	£304,196	£315,000
Street Lighting: Risk Based Assessments and Replacement	£462,850	£500,000
Vehicle Restraint Barriers: Risk Based Assessments	£306,995	£600,000
Safer Roads Resurfacing Contribution	£230,000	£230,000
Preventative Jet Patching	£500,000	£1,500,000
Total	£22,434,042	£38,811,000

Proposed Apportionment of £5m Flood Defence Funding	
Storm Damage Repairs	£3,500,000
Highway Flood Alleviation	£1,500,000
Total	£5,000,000

Proposed Apportionment of £2m Walking and Cycling Funding	
Improvements to existing walking and cycling routes	£1,000,000
To be programmed. This could be used for creating or upgrading the PROW network, highway footways and cycle routes.	£1,000,000
Total	£2,000,000

2021/22 Proposed Criteria to Determine Highway Maintenance and Transport New Starts Programmes

Highway Maintenance

The proposed criteria for determining the countywide allocations and the projects to be included in the 2021/22 Highways Maintenance capital programme is set out below:

Asset Class	2021/22 Proposed Criteria
A,B,C Roads	<p>Committed level of investment as set out in the Transport Asset Management Plan (TAMP)</p> <p>Pre patching, surface dressing and resurfacing determined on a countywide prioritisation based condition survey data and local parameters which include life expectancy and deterioration modelling. Also includes the number of defects, claims and complaints received. Additionally the strategic significance is assessed based upon priority gritting routes and higher risk routes.</p> <p>Surface dressing schemes have been ranked based on the principles set out in the TAMP. Carriageway and inlay schemes are ranked on condition (worst first), traffic (type) and use (volume).</p>
Urban Unclassified Roads	<p>Pre patching, surface dressing and resurfacing determined on a countywide prioritisation based on condition survey data and local parameters which include life expectancy and deterioration modelling. Also includes the number of defects, claims and complaints received. Additionally the strategic significance is assessed based upon priority gritting routes and higher risk routes.</p> <p>Surface dressing schemes have been ranked based on the principles set out in the TAMP. Carriageway and inlay schemes are ranked on condition (worst first), traffic (type) and use (volume).</p>
Rural Unclassified Roads	<p>Pre patching, surface dressing and resurfacing determined on a countywide prioritisation based on condition survey data and local parameters which include life expectancy and deterioration modelling. Also includes the number of defects, claims and complaints received. Additionally the strategic significance is assessed based upon priority gritting routes and higher risk routes.</p> <p>Surface dressing schemes have been ranked based on the principles set out in the TAMP. Carriageway and inlay schemes are ranked on condition (worst first), traffic (type) and use (volume).</p>
Footways	<p>A countywide allocation prioritisation based on condition survey data and the number of highway safety defects identified. Also includes the number of defects, claims and complaints received.</p>

Asset Class	2021/22 Proposed Criteria
Moss Roads	A strategy for Moss Roads has been approved and includes a prioritised hierarchy of need which has been used to determine the proposed 2021/22 programme
Drainage	Countywide prioritisation based on risk of flooding and potential impact on flooding to property and highway, and developed to address drainage issues prior to undertaking carriageway maintenance.
Street Lighting	District Allocation: 70% on the basis of reduction of risk based on condition and 30% on the basis of unexpected failures based on inventory records.
Traffic Signals	Countywide prioritisation based on the age of units beyond their operational life, number of faults attended and vehicle accident records.
Bridges and Structures	Countywide prioritisation based on priority bridges as indicated by condition and strategic importance.
Structural Defects	All defects that meet the safety intervention criteria will be addressed and therefore the actual expenditure will reflect operational demand.
Safety Camera Maintenance	In partnership with Lancashire Constabulary a programme of urgent work will be developed based on the information gained through the inspections. This programme will maintain and where necessary replace safety camera infrastructure on the highway.
Surveys, coring, and Geotechnical investigations	This will allow an evidence base to be developed to ensure schemes are developed in line with TAMP principles. The programme of works will support the delivery of the 2021/22 capital programmes and the development of the 2022/23 capital programme
Localised Deterioration Fund	Small schemes determined on a countywide prioritisation based on condition, the number of defects, repeat visits to defects, claims and complaints received, along with the route strategic significance.
Additional Maintenance	<p>The following projects are priorities that are currently unfunded and need to be delivered:</p> <ul style="list-style-type: none"> • Network Rail Low Bridge Height Signing & Canal Bridge Protection • Weather Stations (yr2) • Cattle Grid replacement in Lancaster District • Trashescreen Safety Work • Emerging issues
Risk Based Condition Assessments	<p>This work will ensure that a targeted programme of maintenance can be developed that is evidence based;</p> <ul style="list-style-type: none"> • Column testing • Vehicle restraint barrier assessments • Bridge risk based assessments
Safer Roads Resurfacing Contribution	The 2021/22 contribution to support the Safer Roads Project with required additional resurfacing works

Transport

The proposed criteria for determining the countywide allocations and the projects to be included in the 2020/21 Integrated Transport capital programme is set out below:

Asset Class	2020/21 Proposed Criteria										
Road Safety Projects	Countywide prioritisation based on the number of casualties, anticipated accident savings and cost.										
Cycling Safety	<p>Stage 1 £50,000 to be top sliced from the overall allocation to be used for monitoring and evaluation of schemes in the approved programme in terms of casualty rate and other anticipated outcomes. This information will be used to inform the development of future cycling programmes.</p> <p>Stage 2 Schemes with a First Year rate of Return (FYRR) greater than 50% will be identified, prioritised and funded up to the remaining approved allocation.</p> <p>Stage 3 If stages 1 and 2 have been completed and funding remains available it is proposed that other criteria is applied to the projects with a FYRR lower than 50% to assess whether the schemes have the potential to offer wider benefits. The assessment would consider;</p> <table border="1" data-bbox="432 1055 1437 1413"> <thead> <tr> <th data-bbox="432 1055 1259 1135">Wider Benefits to be considered for schemes with FYRR < 50%</th> <th data-bbox="1259 1055 1437 1135">Weighting</th> </tr> </thead> <tbody> <tr> <td data-bbox="432 1135 1259 1216">Encourages the use of routes away from cycling accident locations</td> <td data-bbox="1259 1135 1437 1216">6</td> </tr> <tr> <td data-bbox="432 1216 1259 1296">Improves the amenity and perceived risk that would encourage more people to cycle</td> <td data-bbox="1259 1216 1437 1296">2</td> </tr> <tr> <td data-bbox="432 1296 1259 1377">Improves cycling access to employment, houses and education</td> <td data-bbox="1259 1296 1437 1377">2</td> </tr> <tr> <td data-bbox="432 1377 1259 1413">Improves cycling routes for leisure cyclists</td> <td data-bbox="1259 1377 1437 1413">1</td> </tr> </tbody> </table>	Wider Benefits to be considered for schemes with FYRR < 50%	Weighting	Encourages the use of routes away from cycling accident locations	6	Improves the amenity and perceived risk that would encourage more people to cycle	2	Improves cycling access to employment, houses and education	2	Improves cycling routes for leisure cyclists	1
Wider Benefits to be considered for schemes with FYRR < 50%	Weighting										
Encourages the use of routes away from cycling accident locations	6										
Improves the amenity and perceived risk that would encourage more people to cycle	2										
Improves cycling access to employment, houses and education	2										
Improves cycling routes for leisure cyclists	1										
Public Rights of Way	Countywide intervention: design and works to address structural repairs on the Public Rights of Way network on an ongoing basis and to address issues as they arise throughout the year.										
Bus Stop Compliance	The Equality Act places a statutory responsibility on the county council to improve the accessibility of public transport in terms of bus stops, this is a programme of works to ensure our bus stops meet that responsibility.										

Appendix C

Proposed 2021/22 Integrated Transport Programme

Previously Approved Allocations

Scheme Name	Proposed Allocation (£m)	Justification
The Bay Gateway (H2M6 link road)	0.352	£4.274m was approved on 18 th January 2018 phased over 4 years as per 'Money Matters – The Financial Strategy for 2018/19 to 2021/22'. This is the final approved allocation Due to the ongoing Part One Claims further funding may be required in the future.
Annual Contribution to City Deal	2.500	Annual contribution agreed for the first 10 years of City Deal up to 2023/24.
Rawtenstall Gyrotory	0.500	This is match funding for an Expression of Interest to the Department for Transport's Local Pinch Point Fund as approved by Cabinet on 16 th January 2020. The announcement of successful schemes has been delayed due to Covid-19. Should the bid not be successful this amount will be held for Lancaster HIF funding as per Cabinet report dated January 2021
TOTAL	3.352	

Annual Programmes

Scheme Name	Proposed Allocation (£m)	Justification
2021-22 Road Safety	0.500	A programme of work to address road safety issues, identified using casualty statistics that affect vulnerable road users.
2021-22 Cycle Safety	0.500	A programme of work to address road safety issues, identified using casualty statistics affecting cyclists.
2021-22 Public Rights Of Way (PROW)	0.297	A programme of work to improve PROW to ensure they can be part of the suitable travel solution in urban areas.
2018/19 Bus Stop Compliance	0.020	A programme of work to make improvements to bus stops to ensure they meet the requirements of the Equality Act 2010.
TOTAL	1.317	

Additional Priority Funding Proposals

Scheme Name	Proposed Allocation (£m)	Justification
Quality Bus Route - Shelter Repair/Replacement	1.000	This project was allocated £1m in 2018/19 as phase 1 of a £3.5m programme to enable initial work to take place and a contract to be let. Progress has been delayed due to the procurement process and Covid-19 but work has progressed since May 2020. An additional 0.750m and 0.570m will be required to complete the works in 2022/23 and 2023/24 respectively.

Ormskirk Congestion Relief	0.432	This project was allocated funding as part of the Local Transport Plan 3 programme in previous budget setting processes. £0.840m of the allocation was repurposed in 2018/19 to allow emerging priorities to be funded whilst the Ormskirk Movement Strategy was developed. It was agreed that the allocation be a first call on 2021/22 funding. Although the Movement strategy is in its final stages of development a final programme of work will not be delivered in 2021/22. It is therefore proposed that £0.432m is allocated in 2021/22 and the remaining funding of £0.408m be allocated in 2022/23.
TOTAL	1.432	

Summary

Scheme Name	Proposed Allocation (£m)
Previously Approved Allocations	3.352
Annual programmes	1.317
Additional priority funding proposals	1.432
TOTAL	6.101

2021/22 Maintenance of Highways Assets
ABC Roads 2021/22 Capital Programme

2021/22 Programme: A, B & C Roads - Resurfacing						
Road No	Project Name	Division	District	Scheme Description	Treatment	Estimate
A65	Long Level	Lancaster Rural East	Lancaster	From Burr Tree Cottage to the National Speed Limit Signs	Resurfacing as part of a multi-treatment scheme	£64,459
A671	Market Street	Bacup	Rossendale	Old Lane to junction of Shanter Close	Resurfacing as part of a multi-treatment scheme	£92,099
B5270	Sandy Lane, Lancaster Road and Cart Gate	Wyre Rural Central	Wyre	Sandy Lane from Willow House to Fordstone Avenue. Lancaster Road from the Cart Gate junction to lighting column 114, and Cart Gate from the junction with Lancaster Road to Park Lane	Resurfacing as part of a multi-treatment scheme	£150,335
B5268	Fleetwood Road North	Cleveleys East, Cleveleys South and Carleton	Wyre	West Drive to Rippingdale Way	Resurfacing as part of a multi-treatment scheme	£58,560
B5411	Woodplumpton Road	Preston Rural	Preston	House 31 before the church to lighting column 13	Resurfacing as part of a multi-treatment scheme	£35,558
C244	Station Road Phase 2	South Ribble West	South Ribble	Royalty Lane to Chapel Lane	Resurfacing	£36,318
C116	Gaw Hill Lane	West Lancashire West	West Lancashire	Holly Lane to Liverpool Road	Resurfacing	£35,767
A682	Burnley Road	Rossendale South, Mid Rossendale	Rossendale	Outside number 41 to the traffic light junction with St Marys Way/Haslingden Old Road/Newchurch Road	Resurfacing	£142,592
A682	Scotland Road	Brierfield and Nelson West	Pendle	Two sections between Texaco Filling Station to Elizabeth Street, and Fountain Street to Forest Street	Resurfacing	£159,030

2021/22 Programme: A, B & C Roads - Resurfacing

Road No	Project Name	Division	District	Scheme Description	Treatment	Estimate
C463	Heaton Bottom Road	Heysham	Lancaster	Lancaster Road to outside Green Hedges property	Resurfacing	£55,943
C309	Salwick Road	Fylde East	Fylde	From Pepper Hill Farm to Harbour Lane	Resurfacing	£11,742
A56	Skipton New Road	Pendle Rural	Pendle	Outside Rosemere North to Meadow View	Resurfacing	£70,149
A6	Church Road	South Ribble East	South Ribble	Roundabout junction with Lostock Lane	Resurfacing	£68,164
B5247	Station Road	Chorley Rural West	Chorley	17m north of railway bridge wall to the entrance to the railway car park on Station Road	Resurfacing	£22,521
C355	Woods Lane	Preston Rural, Wyre Rural Central	Preston and Wyre	Preston Road to Stavens Pool Bridge	Resurfacing	£164,598
C653	Crown Point Road	Burnley Rural	Burnley	Burnley Road to the cattle grid	Resurfacing	£213,260
A6	Bolton Road	Chorley Central	Chorley	Junction with Pilling Lane	Resurfacing	£37,381
C386	Dock Street	Fleetwood East	Wyre	Victoria Street to Adelaide Street; Albert Street to Warren Street, and a strip in the coach park	Resurfacing	£48,332
B5377	Park Lane	Wyre Rural Central	Wyre	Burned House Lane to outside house number 231	Resurfacing	£81,086
A586	Garstang Road	Wyre Rural Central	Wyre	From the bridge at the Grapes Pub to lighting column 30 on Allotment Lane	Resurfacing	£196,528
A570	St Helens Road	West Lancashire East	West Lancashire	From the Park Road junction to house number 46, including a section on Ruff Lane from Park Road to Knowsley Road	Resurfacing	£68,240
Forecast Outturn Capital Expenditure:						£1,812,662

2021/22 Programme: A, B & C Roads – Surface Dressing

Road No	Project Name	Division	District	Scheme Description	Treatment	Estimate
A65	Long Level	Lancaster Rural East	Lancaster	2 sections: Cowan Bridge gateway sign for 256m easterly, and from a point 716m west of the North Yorkshire Boundary for approx 300m in a north westerly direction to the Ireby/Leck Parish boundary	Surface dressing as part of a multi-treatment scheme	£50,175
A671	Market Street	Whitworth and Bacup	Rossendale	Two sections: From house number 397 to 554, and Shanter Close to Oak Street	Surface dressing as part of a multi-treatment scheme	£104,325
B5268	Fleetwood Road North	Cleveleys East, Cleveleys South and Carleton	Wyre	West Drive to Holmes Road	Surface dressing as part of a multi-treatment scheme	£29,078
B5270	Sandy Lane	Wyre Rural Central	Wyre	Parrox Fold to Fordstone Avenue	Surface dressing as part of a multi-treatment scheme	£18,065
B5411	Woodplumpton Road	Preston Rural	Preston	House number 31 to Tabley Lane	Surface dressing as part of a multi-treatment scheme	£11,846
C207	Babylon Lane	Chorley Rural East	Chorley	Long Lane to Bolton Road	Surface dressing	£67,699
A682	Gisburn Road	Ribble Valley North East	Ribble Valley	Pendle boundary to Howgill Lane	Surface dressing	£150,028
A679	Burnley Road	Accrington South, Accrington North	Hyndburn	Eastgate to A56 Roundabout	Surface dressing	£203,599

2021/22 Programme: A, B & C Roads – Surface Dressing

Road No	Project Name	Division	District	Scheme Description	Treatment	Estimate
B6230	Cuerdale Lane	South Ribble East	South Ribble	Victoria Road roundabout to Vicarage Lane	Surface dressing	£171,838
C680	Barkerhouse Road	Nelson East	Pendle	Leeds Road to Netherfield Road	Surface dressing	£18,483
A681	Todmorden Road	Rossendale East, Whitworth and Bacup	Rossendale	Junction with St James Square to the Yorkshire boundary	Surface dressing	£140,382
A675	Hoghton Lane	South Ribble East	South Ribble	Kittlingborne Brow roundabout to Daub Hall Lane	Surface dressing	£97,525
A675	Blackburn Old Road	Hoghton with Wheelton	Chorley	Gib Lane to just past the war memorial before house number 13	Surface dressing	£48,355
A59	Holborn Hill	West Lancashire West, Ormskirk	West Lancashire	Long Lane to Cottage Lane Roundabout	Surface dressing	£58,384
B5257	Brownedge Road	Lostock Hall and Bamber Bridge	South Ribble	Leyland Lane Tardy Gate to Todd Lane North	Surface dressing	£44,074
A683	Caton Road	Lancaster Rural East, Lancaster East	Lancaster	Premier Inn to Lake Enterprise Park	Surface dressing	£141,574
A570	Southport Road	West Lancashire West, Ormskirk	West Lancashire	Harridge Lane to House number 139	Surface dressing	£133,379
A5105	Marine Road East	Morecambe North	Lancaster	Broadway to the Golf Club	Surface dressing	£61,890

2021/22 Programme: A, B & C Roads – Surface Dressing						
Road No	Project Name	Division	District	Scheme Description	Treatment	Estimate
A570	Ormskirk Road	West Lancashire East	West Lancashire	Stanley Gate to just before Scarth Hill Lane	Surface dressing	£99,018
NA	Anti-skid and cats eyes renewal	As required	As required	Anti-skid and cats eyes renewal	Anti-skid and cats eyes renewal	£75,546
NA	Advanced ABC pre-patching for 2022/23 surface dressing	As required	As required	ABC pre-patching in 2021/22 for 2022/23 surface dressing programme	Pre-patching	£681,760
Forecast Outturn Capital Expenditure:						£2,407,023

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2021/22 Maintenance of Highways Assets Unclassified Roads 2021/22 Capital Programme

Urban Unclassified

2021/22 Programme: Urban Unclassified – Resurfacing						
Road No	Project Name	Division	District	Scheme Extents	Treatment	Estimate
U5780	Mendip Road	Clayton with Whittle	Chorley	Pendle Road to house number 83	Resurfacing as part of a multi-treatment scheme	£33,039
U11314	Thwaites Road and surrounding area	Oswaldtwistle, Accrington West and Oswaldtwistle Central	Hyndburn	Thwaites Road from the junction with Blackburn Road to outside number 2. Full lengths of; Central Avenue, Bedford Close, Dudley Avenue, Cranbrook Avenue, Dorchester Avenue, Radnor Close, Ash Street, Springfield Street, and Bent Street	Resurfacing as part of a multi-treatment scheme	£271,535
U7375	Mercer Crescent	Rossendale West	Rossendale	Jubilee Road to outside number 106	Resurfacing	£36,943
U11812	Collingham Park	Lancaster South East	Lancaster	From Bentham Road to Lighting Column No 4	Resurfacing	£45,310
U533	Thornwood and surrounding roads	Skelmersdale West	West Lancashire	Thornwood from house number 1 to 61. Thornberry from lighting column 4 to the dead end, and the bellmouth of Thanet	Resurfacing	£80,124
U18170	Lune Road	Lancaster Central	Lancaster	Cedar Road to St Georges Quay, including the junction area with St Georges Quay	Resurfacing	£133,301
U47759	Adelaide Street	Fleetwood East	Wyre	Dock Street to North Albert Street	Resurfacing	£42,193
U18673	Fulwood Drive	Morecambe South	Lancaster	Two sections; number 45 to 51 and number 35 to 41	Resurfacing	£24,801
U7795	Commercial Street, Miles Avenue and Stuart Avenue	Rossendale East	Rossendale	Full lengths of Miles Avenue, Stuart Avenue and Commercial Street	Resurfacing	£43,921

2021/22 Programme: Urban Unclassified – Resurfacing

Road No	Project Name	Division	District	Scheme Extents	Treatment	Estimate
U21469	Kingsway	Fleetwood West and Cleveleys West	Wyre	South Promenade to Bispham Road	Resurfacing	£44,852
U18074	Sibsey Street	Lancaster Central	Lancaster	Westbourne Road to Wingate Saul Road	Resurfacing	£106,259
U18946	Threshfield Avenue	Heysham	Lancaster	Full length	Resurfacing	£65,498
U18881	Delamere Avenue	Heysham	Lancaster	Full length including roundabout circulatory	Resurfacing	£91,868
U18590	Grasmere Road	Morecambe North	Lancaster	Wakefield Avenue to Stuart Avenue	Resurfacing	£81,381
U11960	Malvern Avenue	Lancaster South East	Lancaster	Full length	Resurfacing	£33,870
U18254	Primrose Street	Lancaster East	Lancaster	Dale Street to outside house number 42	Resurfacing	£48,284
U18293	Balmoral Road	Lancaster East	Lancaster	Full length	Resurfacing	£82,426
U21458	Chester Avenue and Ormont Avenue	Fleetwood West and Cleveleys West, Cleveleys South and Carleton	Wyre	Full lengths	Resurfacing	£60,484
U18945	Sugham Lane	Heysham	Lancaster	Kingsway to Heysham Road	Resurfacing	£87,921
U20054	Meredith Street	Nelson East	Pendle	Beaufort Street to Percy Street	Resurfacing	£42,084
U20850	Langroyd Road	Pendle Central	Pendle	Windsor Street to Red Lane	Resurfacing	£192,162

2021/22 Programme: Urban Unclassified – Resurfacing

Road No	Project Name	Division	District	Scheme Extents	Treatment	Estimate
U1001	Middlewood Drive	West Lancashire West	West Lancashire	Full length from Middlewood Road to the end	Resurfacing	£24,671
Forecast Outturn Capital Expenditure:						£1,672,927

2021/22 Programme: Urban Unclassified – Surface Dressing

Road No	Project Name	Division	District	Scheme Extents	Treatment	Estimate
U5771	Pendle Road and surrounding area	Clayton with Whittle	Chorley	Full lengths of Pendle Road and Lancaster Avenue. Mendip Road; from Pendle Road West to the end, including two small offshoots to the south and two small offshoots off Mendip Road east of Pendle Road	Surface dressing as part of a multi-treatment scheme	£33,917
U11314	Thwaites Road and surrounding area	Oswaldtwistle, Accrington West and Oswaldtwistle Central	Hyndburn	Works on 18 roads; Thwaites Road; Union Road to the outside of numbers 2 on Thwaites Road. Aspen Lane; Thwaites Road to Stanhill Lane. Dunster Avenue; Aspen Lane to the end. Harlech Drive; Aspen Lane to Stanhill Lane. Barnard Close; Harlech Drive to Conway Drive. Conway Drive; Harlech Drive to Stanhill Lane. Banbury Avenue; Thwaites Road to Harlech Drive. Brecon Avenue; Radnor Close to Cardigan Avenue. Cardigan Avenue; Thwaites Road to Harlech Drive. Harvey Street; Thwaites Road to Union Road. Garden Street; Harvey Street to the end. Kay Street; Harvey Street to the end, and Simpson Street to the end. Holly Street; Harvey Street to Cross Street. Cross Street; Springfield Street to Kay Street. James Street; Springfield Street to Kay Street. Simpson Street; Union Road to Springfield Street. St Andrews Close; Ash Street to the end	Surface dressing as part of a multi-treatment scheme	£275,444

2021/22 Programme: Urban Unclassified – Surface Dressing

Road No	Project Name	Division	District	Scheme Extents	Treatment	Estimate
U41006	Oswald Street	Burnley Central East	Burnley	Full length	Surface dressing	£17,640
U42887	Bancroft Road	Burnley North East	Burnley	Whole adopted length from Eastern Avenue junction to outside the Lomax Couplers Limited factory	Surface dressing	£28,493
U12571	Sharoe Green Lane	Preston Rural, Preston North	Preston	Watling Street Road to Green Drive	Surface dressing	£133,096
U42397	Harold Street and surrounding area	Burnley Central West, Burnley South West	Burnley	Full Lengths of; Harold Street, Bruce Street, Arran Street, Colin Street, Paisley Street, Girvan Grove, Dunoon Street, Ulster Street, Athol Street South, Prestwich Street, Nairne Street, Prince Street, Netherby Street, Elgin Crescent, Lanark Street, Melrose Avenue, Kinross Street, Airdrie Crescent, Pasturegate Avenue and Pasturegate. Elmwood Street; Howard Street to Colin Street. Athol Street North; Howard Street to Colin Street. Coal Clough Lane; Cog Lane to Melrose Avenue	Surface dressing	£252,551
U20907	Barnoldswick Road	Pendle Central, Pendle Rural	Pendle	Beverley Road to Whitemoor Road, and Beverley Road to Gisburn Road	Surface dressing	£139,331
U42974	Hill Lane and surrounding area	Pendle Rural	Pendle	Full lengths of Hill Lane, Long Lane and Emmott Lane. Skipton Old Road from Byron Road to Junction Hill Lane	Surface dressing	£106,121
U10634	Kings Drive	Preston North, Preston Central West	Preston	From Black Bull Lane to the A6	Surface dressing	£23,800
NA	Antiskid	As required	As required	Renewal of antiskid/high friction surfacing across the schemes where required	Antiskid	£11,712

2021/22 Programme: Urban Unclassified – Surface Dressing

Road No	Project Name	Division	District	Scheme Extents	Treatment	Estimate
NA	Advanced urban pre-patching for 2022/23 surface dressing	As required	As required	Urban pre-patching in 2021/22 for 2022/23 surface dressing programme	Pre-patching	£646,615
Forecast Outturn Capital Expenditure:						£1,668,720

Rural Unclassified

2021/22 Programme: Rural Unclassified – Resurfacing

Road No	Project Name	Division	District	Scheme Extents	Treatment	Estimate
U8174	Crofts Butts Lane	Fylde South	Fylde	Ansboro Avenue to Naze Lane East	Resurfacing as part of a multi-treatment scheme	£28,504
U730	Moody Lane	Chorley Rural West	Chorley	Back Lane East south to the gas valve/compound/pond	Resurfacing as part of a multi-treatment scheme	£17,949
U1244	Boundary Meanygate	West Lancashire North	West Lancashire	Johnsons Meanygate track to Fermor Road	Resurfacing as part of a multi-treatment scheme	£51,329
U18816	Merefell Road and surrounding area	Morecambe North	Lancaster	Full lengths of Merefell Road, St Nicholas Crescent, The Rise, and Ruskin Grove	Resurfacing as part of a multi-treatment scheme	£121,503
U11206	Pedder Road and surrounding area	Heysham	Lancaster	Full lengths of Pedder Road, Pedder Grove, Pedder Avenue, and Pedder Drive	Resurfacing	£129,009
U41536	Clarke Street	Great Harwood, Rishton and Clayton-le-Moors	Hyndburn	Full length	Resurfacing	£21,545
U13230	Main Street	Ribble Valley North East	Ribble Valley	Three areas between Clitheroe Road and Whalley Clitheroe bypass	Resurfacing	£169,267

2021/22 Programme: Rural Unclassified – Resurfacing

Road No	Project Name	Division	District	Scheme Extents	Treatment	Estimate
U19567	Sabden Road	Pendle Hill	Pendle	From Higham Hall Road to outside house number 19, and the adjoining junction of Rake Top Avenue	Resurfacing	£96,064
Forecast Outturn Capital Expenditure:						£635,170

2021/22 Programme: Rural Unclassified – Surface Dressing

Road No	Project Name	Division	District	Scheme Extents	Treatment	Estimate
U8164	Ansbro Avenue Estate	Fylde South	Fylde	Full lengths of Ansboro Avenue, Astley Crescent, Further Ends Road and Wyndene Grove. Naze Lane; Green Lane to Clitheroes Lane. Croft Butts Lane; Ansboro Avenue to Naze Lane	Surface dressing as part of a multi-treatment scheme	£53,629
U459	Bradshaw Lane and surrounding roads	West Lancashire East, Chorley Rural West	Chorley	Bradshaw Lane; Ridley Lane to Moody Lane. Dark Lane; Hall Lane to Ridley Lane. Moody Lane; Back Lane to Back Lane East. Back Lane East; Moody Lane to Ridley Lane. Ridley Lane; Back Lane East to Dark Lane	Surface dressing as part of a multi-treatment scheme	£92,247
U1244	Boundary Meanygate	West Lancashire North	West Lancashire	Fermor Road to Hesketh Lane	Surface dressing as part of a multi-treatment scheme	£34,604
U18801	Sunnybank Road and surrounding roads	Morecambe North	Lancaster	Full lengths of Sunnybank Road, Wordsworth Avenue, Keats Avenue (2 sections), Byron Avenue, Shelley Close, Lowlands Road, Meadow Drive, Chestnut Avenue, Mill Lane, Croftland Gardens, The Green, Orchard Avenue, Hawthorn Road (2 sections), St Nicholas Lane, St Margarets Road, and Westfield Drive	Surface dressing as part of a multi-treatment scheme	£143,568
U19572	Noggarth Road	Pendle Hill	Pendle	Wheatley Lane Road to Ridge Lane	Surface dressing	£111,034

2021/22 Programme: Rural Unclassified – Surface Dressing

Road No	Project Name	Division	District	Scheme Extents	Treatment	Estimate
U21417	Sower Carr Lane	Thornton and Hambleton	Wyre	Clay Gap Lane to A588	Surface dressing	£38,446
U22546	Highfield Road and surrounding roads	Lancaster Rural North	Lancaster	Full lengths of Highfield Road, Arnhem Road, Alamein Road, Queens Drive, Kings Drive, Prince Avenue, Coniston Road, Ullswater Crescent, Langdale Road, Windermere Road, Ingleborough View. Dunkirk Avenue; Highfield Road to Coniston Road	Surface dressing	£136,177
U49115	Ravens Close Road	Lancaster Rural East	Lancaster	Bentham Road to the boundary	Surface dressing	£38,620
U297	Moorfield Lane	West Lancashire West	West Lancashire	Smithy Lane to Narrow Moss Lane	Surface dressing	£37,035
NA	Advanced rural pre-patching for 2022/23 surface dressing	As required	As required	Rural pre-patching in 2021/22 for 2022/23 surface dressing programme	Pre-patching	£300,000
Forecast Outturn Capital Expenditure:						£985,360

2021/22 Maintenance of Highways Assets
Footways 2021/22 Capital Programme

2021/22 Programme: Footways						
Road No	Project Name	Division	District	Scheme Extents	Treatment	Estimate
U18399	Langdale Road	Lancaster East	Lancaster	5 sections of works on Langdale Road	Reconstruction	£204,304
U22757	Woodhead Road	Ribble Valley North East	Ribble Valley	Full length both sides including the offshoots	Reconstruction	£162,181
U7424	Kingston Crescent and Mayfair Close	Rossendale West	Rossendale	Full length both sides including Mayfair Close	Reconstruction	£113,115
A682	Manchester Road	Padiham and Burnley West	Burnley	Westside of the footway from outside Sedgemoor, north to Waggoners Inn	Reconstruction	£175,347
U22951	Somerset Avenue and surrounding area	Clitheroe	Ribble Valley	Full length both sides of Somerset Avenue, Dorset Drive, Denbigh Drive and Warwick Drive	Reconstruction	£127,193
U21317	Roylen Avenue	Cleveleys South and Carleton	Wyre	Both side from Parkside to Alisan Avenue	Remove paving flags and replace with asphalt	£72,660
U6899	Alexandria Drive and surrounding area	St Annes South	Fylde	Full length both sides of Alexandria Drive, Lightburne Avenue, Derbe Road, Riley Avenue and Cartmell Road.	Preventative works	£51,408
U5473	Langdale Road	Leyland South	South Ribble	Both sides from Holt Brow to Church Road	Preventative works	£38,230
U774	Springfield Road and surrounding area	Chorley South	Chorley	Full length both sides of Mountain Road, St Oswalds Court, Netherley Road, Blainscough Road. Springfield Road; both sides from Spendmore Lane to the end (Coppull United FC entrance). Acreswood Close; south side full length	Preventative works	£21,267
Forecast Outturn Capital Expenditure:						£965,704

2021/22 Maintenance of Highways Assets
Bridges 2021/22 Capital Programme

2021/22 Programme: Bridges				
Project Name	Division	District	Project Description	Estimate
21/22 Town End Canal Bridge	Morecambe North	Lancaster	Concrete repairs	£420,000
21/22 Garstang Bridge	Wyre Rural East	Wyre	Bridge maintenance works	£200,000
21/22 Moor Street Railway Bridge	Ormskirk	West Lancashire	Replacement of weak bridge widenings	£150,000
21/22 Ring O'Bells Canal Bridge	West Lancashire East	West Lancashire	Measures to address weak footways to bridge	£100,000
21/22 Hawksclough Footbridge	Skelmersdale Central	West Lancashire	Footbridge painting works	£120,000
21/22 Curzon Street Bridge	Burnley Central East	Burnley	Replacement of weak bridge widenings	£520,000
21/22 Hapton Station Railway Footbridge	Padiham and Burnley West	Hyndburn	Design for replacement of railway footbridge	£33,600
21/22 Queen Street Culvert	Great Harwood	Hyndburn	Maintenance works to culvert under highway	£180,000
21/22 Holden Wood Bridge phase 1	Rosendale West	Rosendale	Replacement of weak bridge edge beam	£156,350
21/22 Strongstry culvert	Rosendale South	Rosendale	Repairs to collapsed culvert under highway	£160,000
21/22 Balcony Footbridge	Skelmersdale East	West Lancashire	Concrete repairs to footbridge	£220,000
21/22 Park View Retaining Wall	Burnley and Padiham West	Burnley	Maintenance repairs to retaining wall	£100,000
21/22 Greyhound Viaduct	Lancaster East / Skerton	Lancaster	Works to replace joints and retention to contract	£280,000
21/22 Bridges Structural Maintenance East	As required	Pendle, Burnley, Hyndburn, Rosendale, Ribble Valley	Structural Maintenance to bridges, footbridges and retaining walls	£345,000

2021/22 Programme: Bridges				
Project Name	Division	District	Project Description	Estimate
21/22 Bridges Structural Maintenance West	As required	Lancaster, Preston, Wyre, Fylde, West Lancashire, Chorley, South Ribble	Structural Maintenance to bridges, footbridges and retaining walls	£395,000
Forecast Outturn Capital Expenditure:				£3,379,950

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Appendix H

2021/22 Maintenance of Highways Assets Moss Roads 2021/22 Capital Programme

2021/22 Programme: Moss Roads						
Road No	Project Name	Division	District	Scheme Extents	Treatment	Estimate
C146	Moss Lane (Phase 3)	West Lancashire North	West Lancashire	From junction at Taylors Meanygate east for 200m to the church	Reconstruction	£73,710
U342	Green Lane (Phase 2)	West Lancashire North	West Lancashire	Hunters Lane to Blackgate Lane	Reconstruction	£113,836
C143	Gorse Lane (Phase 2)	West Lancashire North	West Lancashire	Church Road to Johnsons Meanygate	Resurfacing	£120,637
C143	Lekh Lane (Phase 1)	West Lancashire North	West Lancashire	110m west of Taylors Meanygate to Moss Hay Lane	In-situ recycling	£184,275
C107	New Cut Lane (Phase 1)	West Lancashire West	West Lancashire	Renacres Lane to new Cut Farm	In-situ recycling	£202,3345
U1251	Bonds Lane	West Lancashire North	West Lancashire	Church Road To Charnleys Lane	Resurfacing	£29,484
Forecast Outturn Capital Expenditure:						£724,276

Appendix I

2021/22 Maintenance of Highways Assets Traffic Signals 2021/22 Capital Programme

2021/22 Programme: Traffic Signals				
Project Name	Division	District	Project Description	Estimate
Park Road/Ruff Lane Signal Junction	Ormskirk	West Lancashire	Contribution towards equipment refurbishment at this junction as part of Ormskirk Eastern Gateway Project	£50,000
Blackpool Road, West of Deepdale Road Pedestrian Crossing	Preston Central East	Preston	Full site upgrade, including extensive civil works to ensure the crossing conforms to modern Toucan Crossing requirements for cyclists	£65,000
St Marys Way, Rawtenstall Pedestrian Crossing	Rosendale South and Mid Rosendale	Rosendale	Full site upgrade including major civils works to meet modern standards	£150,000
Station Road, South of Derby Road, Wesham Pedestrian Crossing	Fylde East	Fylde	Full site upgrade, including review of whether the site needs to be relocated due to the proximity of a mini roundabout	£80,000
Blackpool Road, East of West Park Avenue Pedestrian Crossing	Preston South West	Preston	Full site upgrade and potential realignment of the crossing to improve access issues for nearby private accesses	£100,000
Heysham Road, North of Fairfield Road Pedestrian Crossing	Morecambe Central and Heysham	Lancaster	Full site upgrade OR relocation pending further investigation on suitability of current location to meet modern standards	£75,000
Manchester Road, West of Spring Street Pedestrian Crossing	Brierfield and Nelson West	Pendle	Full site upgrade to meet modern standards	£80,000
Forecast Outturn Capital Expenditure:				£600,000

2021/22 Maintenance of Transport Assets Public Rights of Way 2021/22 Capital Programme

2021/22 Programme: Public Rights of Way				
Project Name	Division	District	Project Description	Estimate
Hurst Green Step Replacement (Parish of Aighton, Bailey and Chaigley 3-3-FP41)	Ribble Valley South West	Ribble Valley	Replacement of the steps on this promoted route	£10,000
Footpath Mellor 3-25-FP51 resurfacing works	Ribble Valley South West	Ribble Valley	Resurface work on the footpath which links the care homes to an urban area	£10,000
Footpath Bacup 14-4-FP652 improvement works (opposite Rose and Bowl Restaurant)	Rossendale East	Rossendale	Surfacing improvements to this well used urban path leading to Holy Trinity Primary School	£10,000
Riverside footpath Ribchester 3-35-FP59	Longridge with Bowland	Ribble Valley	Repairs to the riverside footpath which is affected by high water levels and mud and silt deposition. Works include; bund removal, surface improvements, tarmac repairs, and new fencing to keep children away from the retaining wall	£10,000
Footpath Penwortham 7-9-FP21 resurfacing works	Penwortham West	South Ribble	Resurfacing work on this well used cycle route linking Penwortham to Preston	£12,000
Footpath at Christ the King High School 6-2-FP55 resurfacing works	Preston City	Preston	Resurfacing upgrade on the pedestrian access leading to Christ the King High School	£15,000
Foxstone Lane Bridleway Cliviger 12-4-BW96 improvement works	Burnley Rural	Burnley	Drainage and surfacing improvement works	£15,000
Footpath Billington 3-6-FP32 improvement works	Ribble Valley South West	Ribble Valley	Drainage and surfacing improvement works	£17,000
Footpath at River Irwell 14-4-FP306 repair works	Rossendale South	Rossendale	Repairs to the path as parts have been lost to river erosion	£20,000
PROW 2021/22 Reactive Works	Countywide	Countywide	Reactive maintenance small scale works to support the necessary improvements and emergency works to the PROW network when they arise in-year	£178,000
Forecast Outturn Capital Expenditure:				£297,000

Report to the Cabinet

Meeting to be held on Thursday, 4 March 2021

Report of the Executive Director of Education and Children's Services**Part I**Electoral Divisions affected:
All Divisions**Developing Provision for Children and Young People with Special Educational Needs and Disabilities**

(Appendices 'A' to 'E' refer)

Contact for further information:

Sally Richardson, (01772) 538692/07920086432, Head of Inclusion

sally.richardson@lancashire.gov.uk**Executive Summary**

This report sets out the responses to the formal consultations for four proposals that support delivery of the SEND Sufficiency Strategy approved by Cabinet on 1 October 2020.

These proposals relate to the creation of special educational needs units formally set up within mainstream schools, and the creation of additional special school places through the relocation and expansion of Broadfield Specialist School and the expansion of Sir Tom Finney Community High School.

The implementation of these proposals will support the Council to fulfil its responsibilities for ensuring the sufficiency of provision for children and young people with special educational needs and disabilities.

Subject to Cabinet approval for the proposal to relocate Broadfield Specialist School to the site of Hameldon Community College, the report also outlines the requirement for additional temporary accommodation on the existing site of Broadfield Specialist School in order to ensure there is sufficient specialist provision available in the area in the shorter term.

The report concludes with an update on developments in relation to the implementation of other elements of the SEND Sufficiency Strategy.

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

Recommendation

Cabinet is asked to:

- (i) Consider the results of formal consultations, following the publication of statutory proposals, and approve the prescribed alterations to Barrowford Primary School and St Leonard's Voluntary Aided Church of England Primary School, in order to establish a special educational needs unit within each of these schools;
- (ii) Consider the results of formal consultations following the publication of statutory proposals, and approve the prescribed alterations that will permit the expansion and relocation of Broadfield Specialist School and the expansion of Sir Tom Finney Community High School;
- (iii) Subject to (ii) above, approve the installation of two temporary classrooms on the current site of Broadfield Specialist School, in order to ensure sufficiency of specialist provision prior to the relocation and expansion of the school; and
- (iv) Receive an update, note, consider and comment on the implementation and review of the SEND Sufficiency Strategy.

Background and Advice

The SEND Sufficiency Strategy 2020 was developed in response to the increase in demand for specialist provision in particular areas across Lancashire, and within the context of increased pressure on the high needs block funding.

The SEND Sufficiency Strategy sets out a range of approaches that will be adopted, to ensure there is enough of the right type of special educational provision available for the children and young people of Lancashire who need it. Included within the strategy are a number of proposals and associated capital projects which will support the implementation of the Sufficiency Strategy. The proposals within this report are set out below.

On 1 October 2020, Cabinet gave approval for the publication of statutory proposals and initiation of formal consultations for significant changes linked to the sufficiency strategy in six schools. Four of these proposals have been taken forward and are the subject of this report. Decisions were made by the headteachers and governing bodies of the other two schools, Lytham Church of England Primary School and Weeton Primary School, not to proceed with the publication of the statutory proposal at the time.

Cabinet also gave approval on 1 October 2020 to seek further expressions of interest from mainstream schools to develop more on-site special educational needs units for children and young people with social, emotional and mental health needs or autism spectrum disorders. An update on this is provided in the Implementation of the SEND Sufficiency Strategy Update section of this report.

This report provides an update on four of the proposals that have progressed through to the final stages of the statutory process, required to make a significant change or prescribed alteration to a school. Cabinet approval for these and the capital projects required to deliver them will enable action to be taken to implement the identified changes to the schools concerned.

The prescribed alterations that are relevant to this report are set out below:

- establishing special educational needs provision within a mainstream school (the creation of special educational needs units at Barrowford Primary School and St Leonard's Voluntary Aided Church of England Primary School);
- expansion onto a new site and changes to the numbers of pupils in a special school (the expansion and relocation of Broadfield Specialist School);
- enlargement of premises and changes to the number of pupils in a special school (the expansion of Sir Tom Finney Community High School).

This report is divided into three sections, which are as follows:

- a) An updated overview of the demand for and availability of placements for children and young people with special educational needs in Lancashire.
- b) The outcomes of formal consultations, following the publication of statutory proposals that have been undertaken for the four capital projects identified above, and a recommendation for Cabinet to agree the implementation of these changes. This section will provide a rationale and seek approval for the installation of two temporary classrooms on the current site of Broadfield Specialist School.
- c) An update on other developments relating to the implementation of the SEND Sufficiency Strategy.

Special Educational Needs in Lancashire

The Local Authority has a statutory responsibility to ensure that children with SEND receive the support they need. More detailed information about the Lancashire position in relation to the placement of children and young people with special educational needs is provided in the SEND Sufficiency Strategy, and has been provided in the reports presented to Cabinet on 16 January 2020 and 1 October 2020. This section will therefore be limited to an update and comparison with data that has been provided previously.

In January 2019, 3.1% of children and young people in Lancashire schools had education, health and care plans. This was consistent with the national figure. In January 2020, the percentage of children and young people with an education, health and care plan increased by 0.1% to 3.4%, in comparison with the previous year. Overall in England, in January 2020, 3.3% of children and young people had education, health and care plans. This 0.1% difference in 2020 equated to in excess of 200 children and young people in Lancashire.

No benchmarking data for January 2021 was available at the time of writing this report. Data to be submitted to the Department of Education however indicates 3.7% of children and young people will have education, health and care plans maintained

by the Local Authority in January 2021. This is an 8.8% increase in the number of plans maintained by the Local Authority in comparison with January 2020. This is a greater increase than was evident between 2019 and 2020. It is also greater than the anticipated percentage increase in population which is estimated to be in the region of 3.1% in January 2021, in comparison with January 2020.

The number of children and young people with education, health and care plans in Lancashire being educated in special schools has also increased over the last year. The percentage increase in the number of children and young people being educated in special schools is however lower than the percentage increase in number of plans maintained by the authority. As previously stated, national data was not available at the time of writing. It seems likely however that although a greater proportion of children and young people continue to be educated in special schools in Lancashire, in comparison with other authorities it is also possible that the picture in Lancashire is becoming more aligned with that presented nationally.

Formal consultation outcomes and recommendations

'Pre-publication' informal consultations were completed between 10 July and 18 September 2020 for all four schools. The outcomes of the informal consultations were presented to Cabinet on 1 October 2020, as a result of which approval was given to proceed to the formal consultation stage for each school.

Statutory proposals were published for each of these on 11 December 2020, and formal consultations were undertaken between 11 December 2020 and 22 January 2021. More specific information about the nature of each change being proposed is provided in the table below.

School name	Location	Age range	Type of special educational need	Nature of change
Barrowford Primary School	Colne and Nelson	4 to 11 years	Social, emotional and mental health	Establish a special educational needs unit for up to 16 places that will be phased in over time
St Leonard's VA Church of England Primary School	Accrington and Burnley	4 to 11 years	Social communication and interaction	Establish a special educational needs unit for up to 16 places that will be phased in over time
Broadfield Specialist School	Accrington and Burnley	11 to 19 years	Generic learning difficulties	Expansion and relocation of a special school. Currently there are 150 pupils on roll. 60 more places to be created to give a total of 210 places
Sir Tom Finney Community	Preston and Leyland	11 to 19 years	Generic learning difficulties	Expansion of a special school by opening up the upper floor. Currently there

High School				are 173 pupils on roll, 72 more places to be created to give a total of 245 places.
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The statutory proposals for each of the schools above were published on 11 and 18 December 2020 in the printed versions of the local newspapers for each school; they also appeared in the online versions of the same papers. The statutory proposal notice for Broadfield Specialist School was published in the Accrington Observer and the Burnley Express. The statutory notices were posted in a conspicuous place on each of the school premises, at the entrances to each school and on all of the schools' websites.

The statutory proposals for Broadfield Specialist School and Sir Tom Finney Community High School were also sent to all of the local authorities that commission places at both of these schools. The statutory proposal for St Leonard's Voluntary Aided Church of England Primary School was circulated to the Church of England diocese. The publication of the statutory proposals coincided with the start of the formal consultation period, which for each of the schools comprised:

- the circulation of the statutory proposal to the governing body and the parents of every registered pupil at the school;
- an online survey via the Lancashire County Council 'Have your say' website that was made available to the parents of children attending, the staff and governing body of the school concerned as well as another interested parties;
- access, on request, to a paper copy of the information provided in the online survey;
- meetings for each of the schools for parents, staff, governing bodies and other interested parties convened by each school through online video conferencing facilities. Face to face meetings were arranged for three of the four schools initially, although these were changed to virtual meetings, following the introduction of the new lockdown restrictions in January 2021. Two meetings were arranged for Broadfield Specialist School and one for each of the other schools.

Barrowford Primary School

There was a total of 22 respondents to the online survey and, of these, 72% strongly agreed or tended to agree to the proposal; 5% tended to disagree and 24% strongly disagreed. 67% of respondents were the parent or carer of pupils currently attending the school; 5% of respondents were members of staff at Barrowford Primary School, and the remaining respondents were either school governors, members of the local community or identified themselves as 'other'.

The comments provided by respondents who agreed with the proposal included reference to the benefits of building on existing inclusive practice in the school and the potential advantages afforded individual children. Reference was also made to the need for more specialist provision within the local area and more generally.

A range of different comments were provided by the limited number of respondents who disagreed with the proposal. Comments relating to the potential impact of pupils

attending the special educational needs unit on pupils already attending the school were addressed during the formal consultation. One respondent questioned the motives behind the proposal and two raised concerns about the potential for congestion around the school site at the start and end of the school day. The same respondents also expressed concern that the proposal had not been publicised sufficiently. The actions taken to circulate the information are identified in the preceding section and are in line with government requirements.

The equality impact analysis for this proposal is provided at Appendix 'A'.

St Leonard's Voluntary Aided Church of England Primary School

Only four responses were received in relation to the formal consultation for this school. Three of these were from parents or carers of pupils already attending the school or from those who would like to attend in the future, and one other. All strongly agreed with the proposal, making reference either to the need for this type of support for individual children, or more generally about schools seeking to meet the need of the community.

The equality impact analysis for this proposal is provided at Appendix 'B'.

Broadfield Specialist School

There was a total of 43 respondents to the online survey and of these 93% strongly agreed or tended to agree to the proposal; 3% neither agreed nor disagreed and 3% tended to disagree. 50% of respondents were members of staff at Broadfield Specialist School and 31% of respondents were the parent or carer of pupils currently attending the school. Other respondents were either school governors, members of the local community or identified themselves as 'other'.

Comments provided by respondents who strongly agreed or tended to agree with the proposal generally made reference to the improved facilities and more space. It was considered by some that the improved facilities would support better teaching and learning, particularly in relation to specific subject areas such as science and physical education; the latter is taught off site some of the time currently.

More space was identified as being important for a number of different reasons. It was considered for example that wider corridors would enable movement around the school for pupils in wheelchairs, there would be more rooms available to provide personal care and that a larger hall would permit whole school activities that are not available to pupils on the current school site. A smaller number of respondents made reference to the increased number of places that would become available for pupils with special educational needs.

The three respondents who either disagreed or did not agree or disagree with the proposal expressed concerns about the loss of the school within the local community, and that they were unclear about the rationale for this. Other concerns raised included the level of disruption to staff and pupils and potential loss of the school ethos. It is expected that the majority of staff would move to the new site, including the senior leadership team, and that there would be no increase in existing

class size, therefore the overall ethos would not change significantly. All other issues were addressed during the formal consultation.

The equality impact analysis for this proposal is provided at Appendix 'C'.

Sir Tom Finney Community High School

There was a total of 18 respondents to the online survey and, of these, 89% strongly agreed or tended to agree to the proposal and 12% strongly disagreed. 53% of respondents were members of staff at Sir Tom Finney Community High School and 18% of respondents were the parent or carer of a pupils currently attending the school. Other respondents were either school governors, members of the local community or identified themselves as 'other'.

The main reasons given for agreeing with the proposal were that more special school places were needed, the expertise and good practice already available within the school could be easily extended to support a greater number of pupils, and it made better use of the space already available within the school site.

The concerns raised related mainly to congestion and parking. This issue was also raised during the informal consultation and steps will be taken to address this, if this recommendation is approved to implement proposal.

The equality impact analysis for this proposal is provided at Appendix 'D'.

Implementation of the SEND Sufficiency Strategy update

This final section provides Cabinet with an update on the implementation of the SEND Sufficiency Strategy. The strategy identifies eight strategic priorities. This update relates primarily to those associated with improving access to mainstream education, and ensuring there is sufficient range of provision so that all children and young people with education, health and care plans have access to the right provision at the right time.

The 'Special Educational Needs in Lancashire' section above indicates there is a year on year increase in the number of children and young people with education, health and care plans maintained by the Local Authority. It is however also anticipated that a smaller proportion of these children and young people will attend more specialist education this year in comparison with last year, and that the figures would appear to be moving towards the national average. The change toward the national figure is somewhat limited although this is not entirely unexpected. Very few children and young people leave existing specialist provision, whether state funded or within the private sector, until the school leaving age. This means that any change of this nature is likely to occur gradually over a number of years.

Further work is being undertaken with Whole School SEND, which is an organisation commissioned by the Department for Education to support leaders understanding of the local area. A series of workshops is being planned this term with the SEND Partnership Board and the Lancashire headteachers' associations. These will involve the dissemination of data, support the identification of any underlying trends, which

in turn will be used to inform further consideration of the principles of leadership of special educational needs across educational settings.

In terms of developing the range of specialist provision the Executive Director of Education and Children's Services sent a letter to all schools on 6 November 2020 requesting further expressions of interest. Seven additional expressions of interest were received by primary schools and one from a secondary school by the closing date of 13 December 2020. These are all currently under consideration, and it is anticipated that informal consultations for those being taken forward will begin this term, so that formal consultations can be completed before the end of the academic year, ready for implementation in January 2022.

Lancashire is a net importer of pupils requiring specialist provision; that is, more children and young people move into the county who need special school places, than leave. Furthermore, the measures required in special schools to ensure the safety of all pupils during the COVID-19 pandemic has served to reduce the amount of space available within these schools. In order to address these issues, and to reduce reliance on independent and non-maintained provision, Cabinet is asked to consider and either approve or comment on the proposals put forward, and the approaches being adopted, as set out below.

A more centralised approach for the allocation of special school places across the county has been implemented this year. As a result of which, it has been determined that additional capacity will be required in a number of different locations and specifically that more special school places will be required in the east area of the county. Cabinet is therefore asked to approve the installation of two temporary classrooms on the current site of Broadfield Specialist School. This will ensure the sufficiency of specialist provision prior to the proposed relocation and expansion of the school.

Consideration is also being given to the development of a number of special school satellite classes within mainstream settings, to create additional capacity to accommodate children and young people, who either move into Lancashire or who require an in-year change of placement to a special school. In recent years, additional children and young people requiring a special school place during the course of an academic year, tend to be placed within the independent and non-maintained sector as these are the only schools with available places. The proposal to create additional satellite special school classes should serve to reduce dependency on out of county provision and, within certain parameters, are not considered to be significant changes or prescribed alterations and therefore could be in place before September 2021.

Further work will be undertaken in the next few months to refine the SEND Sufficiency Strategy as better forecasting tools have become available to the Local Authority.

Risk management

The county council and partners across education, health and care are required to work together to plan for and meet the needs of children and young people who have

special educational needs and disabilities, in line with the Special Educational Needs and Disabilities Code of Practice 2014.

If the decision was not to proceed with the proposals contained within the report, there would be a risk of insufficient places being available for children and young people with special educational needs and disabilities within the county, and potential for increased costs for out of area placements. This proposal mitigates the risk of this and the Council failing in its duty to provide sufficient school places.

Financial Implications

High needs funding within the dedicated schools grant supports provision for children and young people with special educational needs and disabilities. This funding enables local authorities and education providers to meet their statutory duties under the Children and Families Act 2014.

The escalating pressures on the high needs block are not unique to Lancashire; the special educational needs reforms introduced through the Children and Families Act in 2014 placed new statutory duties on all Local Authorities, which included an extension in the age range from birth to twenty-five years, previously this was up to school leaving age of sixteen for the majority of young people.

Nationally, the average spend on high needs has increased, high needs block allocations fall short of existing levels of expenditure, and the net deficit continues to rise. This is despite increased funding and significant 'propping up' of the high needs block.

The Local Government Association and ISOS Partnership recently published a joint piece of research, reviewing the funding for children and young people with special educational needs and disabilities. This was a detailed research project drawing on large numbers of local authority databases, and with which Lancashire County Council was involved. One of the key findings of this research was that: "If the system were to continue as now, and we project forward the current reported level of deficit, we estimate that there could be a national deficit on high needs spending between £1.2 billion and £1.6 billion by 2021."

The Council has undertaken its own preliminary financial forecast. The initial findings indicate a potential shortfall of approximately £42 m by 2023/24, within a possible range of £30m to £50m. This forecast takes into account national and local trends, and assumes no additional funding will be made available from the government, or through the transfer of funds from the schools' block.

85% of expenditure is on funding places and top-up funding for children and young people with an education, health and care plan, and is therefore committed to individual children/placements. It will be necessary to maintain the majority of these over time, and at the very least until the child or young person reaches the end of a particular phase of their education.

Lancashire's allocation of the Special Provision Capital Funding provided by the government is £3.5m. The purpose of this funding is to help local authorities ensure there are sufficient good school places for all pupils, including those with special

educational needs and disabilities. This funding can be used to establish new school places.

An additional £8m has been allocated from the basic needs grant for Lancashire, to provide sufficient school places for children and young people with special educational needs and disabilities.

Further financial implications are set out at Appendix 'E' and are deemed to be Part II for the reason set out below:

This section of the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information).

Equality and Cohesion

In making any changes to provision the local authority must comply with the Public Sector Equality Duty, which requires 'due regard' to the need to:

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- advance equality of opportunity between people who share a relevant protected characteristic and people who do not share it; and
- foster good relations between people who share a relevant protected characteristic and people who do not share it.

The proposed increase in provision available in Lancashire will improve what is available for children and young people with special educational needs and disabilities.

This proposal impacts on both the age (young people) and disability protected characteristics of the Equality Act 2010, and is designed to contribute positively to the Public Sector Equality Duty's general aim of advancing equality of opportunity and its related aim of increasing participation in public life for these children and young people, their families and carers. The information contained within the report indicates that there are fewer children and young people educated in mainstream schools in Lancashire than nationally. There are also more children educated in specialist provision and secondary alternative provision than nationally.

The lack of access to supported provision in mainstream schools and to local specialist provision of particular designations and for those with the most complex needs is resulting in some children and young people travelling to schools outside their community.

List of Background Papers

Paper	Date	Contact/Tel
None		

Reason for inclusion in Part II, if appropriate

Appendix 'E' is not for publication - Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972. The report contains information relating to the financial or business affairs of any particular person (including the authority holding that information). It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Section 4

Equality Analysis Toolkit

Barrowford Primary School
For Decision Making Items

January 2021

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

The proposal relates to the creation of a special educational needs (SEN) unit for up to sixteen pupils with social, emotional and mental health needs at Barrowford Primary School. This school is a mixed primary school for pupils aged between four and eleven years.

Question 2 - Scope of the Proposal

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

The proposal may affect children who currently attend Barrowford Primary School as the proposal means there will be an increased number of pupils attending the school with social, emotional and mental health needs in the future.

Question 3 – Protected Characteristics Potentially Affected

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

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

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

This proposal will have a particular impact on children and young people with disabilities and their families. Pupils will be within the age (younger people) protected characteristics group and are likely to meet the definition for the disability protected characteristics group.

71% of the people who completed the survey were female. 67% of respondents identified themselves as a parent or carer of a pupil currently at Barrowford Primary School. It seems likely the impact on this group whether they are family members or other members of the community will be greater.

Although the numbers completing the consultation were relatively low, 81% respondents identified as being White which may mean this ethnicity is over-represented amongst respondents than it is in the communities which the school will potentially serve.

Question 4 – Engagement/Consultation

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

This proposal is an element of the SEND Sufficiency Strategy. An overview of the consultation that has taken place in relation to this strategy is provided below.

13 separate consultations were undertaken between 15th October and 5th November 2019. These were as follows:

- 1 meeting with 6 young people who were representatives of the POWAR group
- 5 meetings with a total of 25 parents and carers at different locations across the county that were organised in collaboration with the Parent Carer Forum
- 7 meetings with a total of 52 headteachers at different locations across the county that were organised in collaboration with the Lancashire headteachers' associations

The information was also presented to Schools Forum at a meeting 17th October 2019 and the SEND Partnership Board on 14th November 2019.

- Further consultation was undertaken through an online survey between 6th July and 18th September 2020. Lancashire residents were made aware of this through notifications on Lancashire County Council website, Twitter and Facebook websites, the Local Offer website and Facebook page and via the Parent Carer Forum. Notification was provided in the SEND Partnership update in July 2020. In addition a letter was sent directly to each of the following stakeholders advising them of the consultation:
 - POWAR
 - Lancashire Parent Carer Forum chair
 - Governing bodies of maintained schools and maintained nursery Schools in Lancashire via the Schools Portal
 - Governing bodies, proprietors or principals of post-16 institutions in Lancashire
 - Providers of relevant early years education in Lancashire
 - Governing bodies of non-maintained special schools in Lancashire and those attended by Lancashire residents

- Proprietors of Academies in Lancashire via School Portal
- Advisory boards of children's centres in Lancashire via the Children, Family and Well-being Service who have responsibility for children's centres
- Youth offending team
- Local Members of Parliament
- Diocesan/Church Authorities
- The Regional Schools Commissioner
- Governing bodies, proprietors or principals of other schools and post-16 institutions in England and Wales that the authority thinks are or are likely to be attended by children or young people for whom it is responsible and children or young people in its area who have a disability

Consultation was undertaken in relation to this specific proposal to establish an SEN unit at Barrowford Primary School. Informal consultation was carried out between 10 July and 18 September 2020. This included a public consultation meeting via an online video conference on 8 September and an online survey between 10 July and 18 September.

The outcomes of the informal consultation were presented to Cabinet on 1 October 2020 and approval was given to undertake a formal consultation in relation to this proposal.

The formal consultation included an online survey between 11 December 2020 and 22 January 2021 on the Council's 'Have your say' website. Statutory notices were published in the Nelson Leader on 11 and 18 December 2020 and in the online version of this newspaper at the same time. A public consultation meeting was arranged for 15 December 2020. This was carried out via an online video conference because of the restrictions that were in place in the school during the COVID-19 pandemic.

The majority of respondents to the consultation supported the proposal and comments included that it would build on existing inclusive practice within the school and that they anticipated there could be particular benefits for individual children. A small number of respondents did not support the proposal. Concerns raised by these respondents included the potential impact that pupils presenting with

social, emotional and mental health needs might have on existing pupils at the school.

Question 5 – Analysing Impact

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

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

Elements of this proposal could disadvantage some children and young people with special educational needs and their families.

The proposal to establish an SEN unit at Barrowford Primary School is likely to have an adverse effect on some pupils who currently attend the school, and their families. There may be some disruption to existing pupils' education while building works are carried out. It is also possible the creation of the SEN unit will affect access to the school site for families who transport their children to school.

There will be a small increase of up to sixteen in terms of the number of pupils attending the school, however class size should not be affected and therefore the impact on existing pupils will be limited after any modifications to the building have been completed.

It is anticipated that for many pupils and more widely for children who may be able to access the SEN unit at Barrowford Primary School if

this is approved, the impact will be positive and their equality of opportunity will be advanced. Some consultation respondents referred to there being insufficient specialist provision for the numbers of pupils with special educational needs in Lancashire. Where it is possible for pupils to attend school closer to home and it is also the wish of the children and their parents and carers to do this, their ability to have links in their local community is likely to increase contributing both to advancing equality of opportunity and fostering good relations between communities.

Question 6 –Combined/Cumulative Effect

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

Other factors and decisions that might have a combined and/or cumulative effect include the redesign of the short breaks offer that is currently underway. This is a service that is provided for children and young people with disabilities, some of whom may attend the SEN unit that is being considered as part of this proposal. The COVID-19 pandemic has also affected the short breaks offer as it has not been possible to provide all of the short break activities and day time and overnight breaks that are usually available. It is also not possible to foresee how provision in schools and in relation to short breaks will develop over time in the light of any changes that will need to be made in response to the pandemic.

Question 7 – Identifying Initial Results of Your Analysis

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

The proposal has not been changed or amended.

Question 8 - Mitigation

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

Steps will be taken to minimise the impact of the building work on existing pupils' education.

Question 9 – Balancing the Proposal/Countervailing Factors

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

The proposal is designed to have a positive overall impact on children and young people with special educational needs and disabilities as it reflects the overall objectives of the reforms that were introduced with the Children and Families Act 2014. Nationally there was 21.6% increase in demand for places in maintained special schools between 2015/16 and 2019/20; in Lancashire there was a 22.9% increase in demand over the same time period. In addition there are on average 300 fewer SEN unit places in Lancashire in comparison with other authorities in England if they were the same size.

Families seek placements in private and independent special schools where more specialist provision is not available within the maintained sector. This increases the demand on high needs block funding because for the main part special school places within the private and independent sector are more expensive. This proposal will increase the number of SEN unit places available to children and young people within the east area of the county and the range of choice available to families. It will support a more efficient use of the resources available to children and young people with special educational needs.

In addition, the more specialist teaching that will be available within the SEN unit is likely to have a positive effect on the quality of teaching and learning for all children who attend the school.

There may be some disruption while any building works are carried out however this will only be for a time limited period. The number of pupils attending the school will increase although class size should not be affected.

Question 10 – Final Proposal

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

The proposal remains to establish an SEN unit for up to sixteen pupils with social, emotional and mental health needs at Barrowford Primary School by repurposing existing accommodation on the school site.

This proposal will enable the council to fulfil its statutory duties in relation to making the provision needed for a greater number of children and young people with special educational needs in the east area of the county.

It is likely that children and young people with special educational needs who attend the school currently will be affected during the time any

building work is being undertaken.

Question 11 – Review and Monitoring Arrangements

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

The local authority is required to review the special educational provision and across the local area for children and young people who have special educational needs or disabilities as part of its statutory duties. This can only be achieved by monitoring the changing needs of the local population of children and young people with special educational needs and disabilities and making sure the outcomes in education, health and care are being improved as a result of the provision being made. This is one of the primary functions of the SEND

Partnership Board, which is a multi-agency group with representatives from across the local area including young people, parents and carers as well as commissioners and providers of education, health and care services. The SEND Partnership Board meets every two months. It is led by senior post holders from within the council and NHS, including the Executive Director of Education and Children's Service and the Joint Chief Officer within the NHS and reports directly to the Health and Wellbeing Board.

Equality Analysis Prepared By Sally Richardson/Jeanette Binns

Position/Role Head of Service Inclusion/Equality & Cohesion Manager

Equality Analysis Endorsed by Line Manager and/or Service Head

Decision Signed Off By

Cabinet Member or Director

For further information please contact

Jeanette Binns – Equality & Cohesion Manager

Jeanette.binns@lancashire.gov.uk

Section 4

Equality Analysis Toolkit

**St Leonard's Voluntary Aided Church of
England Primary School**
For Decision Making Items

January 2021

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

The proposal relates to the creation of a special educational needs (SEN) unit for up to sixteen pupils with social communication and interaction needs at St Leonard's Voluntary Aided Church of England Primary School. This school is a mixed primary school for pupils aged between four and eleven years.

Question 2 - Scope of the Proposal

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

The proposal may affect children who currently attend St Leonard's Voluntary Aided Church of England Primary School as the proposal means there will be an increased number of pupils attending the school with social communication and interaction needs in the future.

Question 3 – Protected Characteristics Potentially Affected

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

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

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

This proposal will have a particular impact on children and young people with disabilities and their families. Pupils will be within the age (younger people) protected characteristics group and are likely to meet the definition for the disability protected characteristics group.

75% of the people who completed the survey were female, although it should be noted that only four responses to the survey were received. 75% of these responses were received from a parent or carer of a child already attending the school or of a child who might attend in the future.

All respondents identified as being White which may mean this ethnicity is over-represented amongst respondents than it is in the communities which the school will potentially serve.

Question 4 – Engagement/Consultation

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

This proposal is an element of the SEND Sufficiency Strategy. An overview of the consultation that has taken place in relation to this strategy is provided below.

13 separate consultations were undertaken between 15th October and 5th November 2019. These were as follows:

- 1 meeting with 6 young people who were representatives of the POWAR group
- 5 meetings with a total of 25 parents and carers at different locations across the county that were organised in collaboration with the Parent Carer Forum
- 7 meetings with a total of 52 headteachers at different locations across the county that were organised in collaboration with the Lancashire headteachers' associations

The information was also presented to Schools Forum at a meeting 17th October 2019 and the SEND Partnership Board on 14th November 2019.

- Further consultation was undertaken through an online survey between 6th July and 18th September 2020. Lancashire residents were made aware of this through notifications on Lancashire County Council website, Twitter and Facebook websites, the Local Offer website and Facebook page and via the Parent Carer Forum. Notification was provided in the SEND Partnership update in July 2020. In addition a letter was sent directly to each of the following stakeholders advising them of the consultation:
 - POWAR
 - Lancashire Parent Carer Forum chair
 - Governing bodies of maintained schools and maintained nursery Schools in Lancashire via the Schools Portal
 - Governing bodies, proprietors or principals of post-16 institutions in Lancashire
 - Providers of relevant early years education in Lancashire
 - Governing bodies of non-maintained special schools in Lancashire and those attended by Lancashire residents

- Proprietors of Academies in Lancashire via School Portal
- Advisory boards of children's centres in Lancashire via the Children, Family and Well-being Service who have responsibility for children's centres
- Youth offending team
- Local Members of Parliament
- Diocesan/Church Authorities
- The Regional Schools Commissioner
- Governing bodies, proprietors or principals of other schools and post-16 institutions in England and Wales that the authority thinks are or are likely to be attended by children or young people for whom it is responsible and children or young people in its area who have a disability

Consultation was undertaken in relation to this specific proposal to establish an SEN unit at St Leonard's Voluntary Aided Church of England Primary School. Informal consultation was carried out between 10 July and 18 September 2020. This included a public consultation meeting at St Leonard's Church on 9 September and an online survey between 10 July and 18 September.

The outcomes of the informal consultation were presented to Cabinet on 1 October 2020 and approval was given to undertake a formal consultation in relation to this proposal.

The formal consultation included an online survey between 11 December 2020 and 22 January 2021 on the Council's 'Have your say' website. Statutory notices were published in the Burnley Express on 11 and 18 December 2020 and in the online version of this newspaper at the same time. A public consultation meeting was arranged for 13 January 2021. This was carried out via an online video conference because of the restrictions that were in place during the COVID-19 pandemic.

There were only four respondents to the consultation and all of these supported the proposal. Their comments included that there could be particular benefits for individual children that either attended the school or who would hope to attend in the future. Respondents were also supportive of schools meeting the needs of their local communities.

Question 5 – Analysing Impact

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

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

Elements of this proposal could disadvantage some children and young people with and without special educational needs and their families.

The proposal to establish an SEN unit at St Leonard's Voluntary Aided Church of England Primary School is likely to have an adverse effect on some pupils who currently attend the school, and their families. There may be some disruption to existing pupils' education while any building works are carried out.

There will be a small increase of up to sixteen in terms of the number of pupils attending the school, however class size should not be affected and therefore the impact on existing pupils will be limited after any modifications to the building have been completed.

It is anticipated that for many pupils and more widely for children who may be able to access the SEN unit at St Leonard's Voluntary Aided Church of England Primary School if this is approved, the impact will be positive and their equality of opportunity will be advanced. Some consultation respondents referred to there being insufficient specialist provision for the numbers of pupils with special educational needs in

Lancashire. Where it is possible for pupils to attend school closer to home and it is also the wish of the children and their parents and carers to do this, their ability to have links in their local community is likely to increase contributing both to advancing equality of opportunity and fostering good relations between communities.

Question 6 –Combined/Cumulative Effect

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

Other factors and decisions that might have a combined and/or cumulative effect include the redesign of the short breaks offer that is currently underway. This is a service that is provided for children and young people with disabilities, some of whom may attend the SEN unit that is being considered as part of this proposal. The COVID-19 pandemic has also affected the short breaks offer as it has not been possible to provide all of the short break activities and day time and overnight breaks that are usually available. It is also not possible to foresee how provision in schools and in relation to short breaks will develop over time in the light of any changes that will need to be made in response to the pandemic.

Question 7 – Identifying Initial Results of Your Analysis

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

The proposal has not been changed or amended.

Question 8 - Mitigation

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

Steps will be taken to minimise the impact of the building work on existing pupils' education.

Question 9 – Balancing the Proposal/Countervailing Factors

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

The proposal is designed to have a positive overall impact on children and young people with special educational needs and disabilities as it reflects the overall objectives of the reforms that were introduced with the Children and Families Act 2014. Nationally there was 21.6% increase in demand for places in maintained special schools between 2015/16 and 2019/20; in Lancashire there was a 22.9% increase in demand over the same time period. In addition there are on average 300 fewer SEN unit places in Lancashire in comparison with other authorities in England if they were the same size.

Families seek placements in private and independent special schools where more specialist provision is not available within the maintained sector. This increases the demand on high needs block funding because for the main part special school places within the private and independent sector are more expensive. This proposal will increase the number of SEN unit places available to children and young people within the east area of the county and the range of choice available to families. It will support a more efficient use of the resources available to children and young people with special educational needs.

In addition, the more specialist teaching that will be available within the SEN unit is likely to have a positive effect on the quality of teaching and learning for all children who attend the school.

There may be some disruption while any building works are carried out however this will only be for a time limited period. The number of pupils attending the school will increase although class size should not be affected.

Question 10 – Final Proposal

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

The proposal remains to establish an SEN unit for up to sixteen pupils with social communication and interaction needs at St Leonard's Voluntary Aided Church of England Primary School by repurposing existing accommodation on the school site.

This proposal will enable the council to fulfil its statutory duties in relation to making the provision needed for a greater number of children and young people with special educational needs in the east area of the county.

It is likely that children and young people with special educational needs who attend the school currently will be affected during the time any building work is being undertaken.

Question 11 – Review and Monitoring Arrangements

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

The local authority is required to review the special educational provision and across the local area for children and young people who have special educational needs or disabilities as part of its statutory duties. This can only be achieved by monitoring the changing needs of the local population of children and young people with special educational needs and disabilities and making sure the outcomes in education, health and care are being improved as a result of the provision being made. This is one of the primary functions of the SEND Partnership Board, which is a multi-agency group with representatives from across the local area including young people, parents and carers as well as commissioners and providers of education, health and care services. The SEND Partnership Board meets every two months. It is led by senior post holders from within the council and NHS, including the Executive Director of Education and Children's Service and the

Joint Chief Officer within the NHS and reports directly to the Health and Wellbeing Board.

Equality Analysis Prepared By Sally Richardson/Jeanette Binns
Position/Role Head of Service Inclusion/Equality & Cohesion Manager
Equality Analysis Endorsed by Line Manager and/or Service Head
Decision Signed Off By
Cabinet Member or Director

For further information please contact
Jeanette Binns – Equality & Cohesion Manager
Jeanette.binns@lancashire.gov.uk

Section 4

Equality Analysis Toolkit

Broadfield

For Decision Making Items

January 2021

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

The proposal relates to the expansion of Broadfield Specialist School through its relocation from the current site in Oswaldtwistle to that of Hameldon Community College in Burnley. Broadfield Specialist School is a school for pupils with general learning difficulties aged between 11 and 19 years.

Question 2 - Scope of the Proposal

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

The proposal is likely to affect children and young people with special educational needs and their families who either currently, or hope in the future, to attend Broadfield Specialist School if they live in or closer to Oswaldtwistle than Burnley. The relocation of the school would result in an increase in travelling time for these families.

Conversely those families living closer to Burnley than Oswaldtwistle who have children or young people that either attend or hope in the future to attend Broadfield Specialist School will have reduced travelling times.

Similar impacts will be experienced by employees who work at Broadfield School or may work there in the future.

Question 3 – Protected Characteristics Potentially Affected

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

- Age
- Disability including Deaf people
- Gender reassignment
- Pregnancy and maternity

- Race/ethnicity/nationality
- Religion or belief
- Sex/gender
- Sexual orientation
- Marriage or Civil Partnership Status

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

This proposal will have a particular impact on children and young people with disabilities and their families. Children and young people are included within the age (younger people) protected characteristic and disability protected characteristics groups.

86% of the people who completed the survey were female and therefore it seems likely the impact on this group whether they are family members of members of staff will be greater.

95% of consultation respondents appeared to identify as White, which given the demographics of Hyndburn and Burnley appeared to be more heavily represented amongst consultation respondents than in the population locally. That may not give an indication of the demographics of pupils or staff who may be affected.

Question 4 – Engagement/Consultation

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

This proposal is an element of the SEND Sufficiency Strategy. An overview of the consultation that has taken place in relation to this strategy is provided below.

13 separate consultations were undertaken between 15th October and 5th November 2019. These were as follows:

- 1 meeting with 6 young people who were representatives of the POWAR group
- 5 meetings with a total of 25 parents and carers at different locations across the county that were organised in collaboration with the Parent Carer Forum
- 7 meetings with a total of 52 headteachers at different locations across the county that were organised in collaboration with the Lancashire headteachers' associations

The information was also presented to Schools Forum at a meeting 17th October 2019 and the SEND Partnership Board on 14th November 2019.

- Further consultation was undertaken through an online survey between 6th July and 18th September 2020. Lancashire residents were made aware of this through notifications on Lancashire County Council website, Twitter and Facebook websites, the Local Offer website and Facebook page and via the Parent Carer Forum. Notification was provided in the SEND Partnership update in July 2020. In addition a letter was sent directly to each of the following stakeholders advising them of the consultation:
 - POWAR
 - Lancashire Parent Carer Forum chair
 - Governing bodies of maintained schools and maintained nursery Schools in Lancashire via the Schools Portal
 - Governing bodies, proprietors or principals of post-16 institutions in Lancashire
 - Providers of relevant early years education in Lancashire
 - Governing bodies of non-maintained special schools in Lancashire and those attended by Lancashire residents

- Proprietors of Academies in Lancashire via School Portal
- Advisory boards of children's centres in Lancashire via the Children, Family and Well-being Service who have responsibility for children's centres
- Youth offending team
- Local Members of Parliament
- Diocesan/Church Authorities
- The Regional Schools Commissioner
- Governing bodies, proprietors or principals of other schools and post-16 institutions in England and Wales that the authority thinks are or are likely to be attended by children or young people for whom it is responsible and children or young people in its area who have a disability

Consultation has also been undertaken in relation to this specific proposal to relocate and expand Broadfield Specialist School. Informal consultation was carried out between 10 July and 8 September 2020. This included two separate public meetings on 3 September and an online survey between 10 July and 8 September on the school site.

The outcomes of the informal consultation were presented to Cabinet on 1 October 2020 and approval was given to undertake a formal consultation in relation to this proposal.

The formal consultation included an online survey between 11 December 2020 and 22 January 2021 on the Council's 'Have your say' website. Statutory notices were published in the Accrington Express and the Burnley Express on 11 and 18 December 2020 as well as in the online versions of these local newspapers at the same time. Two public consultation meetings were arranged for 8 and 11 January 2021. Originally arrangements had been made for these consultations at Broadfield Specialist School however these were later changed to online video conferencing meetings because of the COVID lockdown restrictions that were introduced in January 2021.

The majority of respondents to the on-line questionnaire supported the proposal and comments included that it would provide improved, more accessible, user friendly and spacious facilities for both staff and pupils. There were, however, some concerns that pupils would not have the same links with their local community if they came from

Oswaldtwistle and surrounding areas and that some pupils might find the change to a larger site/campus difficult or overwhelming due to their specific disabilities.

Question 5 – Analysing Impact

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

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

Elements of this proposal could disadvantage some children and young people with special educational needs and their families.

The proposal to expand and relocate Broadfield Specialist School is likely to have an adverse effect on some pupils and their families who live closer to the school in its current location than they will if it moves to the Hameldon site in Burnley. The effects could include increased travelling time for pupils and their families if they need to attend meetings at the school and/or collect their child to attend medical appointments. In addition it might limit some pupils' abilities to attend out of school activities. This would have a particular impact on families who are not able to drive and also for whom there are other children in the family with or without disabilities that do not attend the school. The proposed relocation of the school could have an adverse effect on those young people who find it difficult to adjust to change. This might

be particularly relevant for those who have been at the school for a number of years or who have recently moved to the school and those for whom if the move were to take place might only attend the school for their final year.

Concerns were also expressed that the school's links with local businesses and the local community in Oswaldtwistle would be reduced. This could have an adverse effect on the fostering of good relations between disabled children and young people and the local businesses and community. However, these links may be improved in Burnley following the relocation.

Many consultation respondents who were staff or parents involved with the school and supported the proposal commented that a larger site with better facilities was needed. It was said that physical access for wheelchair users at the Broadfield site could be challenging in terms of numbers of automatic doors, width of corridors and availability of changing and parking facilities. It is expected that these will not be issues at Hameldon. This should advance equality of opportunity for pupils and staff.

Similarly there were comments that Hameldon's size should allow for improved school facilities such as to more easily undertake GCSE science and to allow for dedicated spaces for lunch, PE and assemblies to take place. This should advance equality of opportunity for pupils to enjoy an improved school experience.

Question 6 –Combined/Cumulative Effect

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

Other factors and decisions that might have a combined and/or cumulative effect include the redesign of the short breaks offer that is currently underway as this is a service that is provided for children and young people with disabilities, many of whom will attend some of the specialist provision that is being considered as part of this proposal. The covid-19 pandemic has also affected the short breaks offer as it

has not been possible to provide all of the short break activities and day time and overnight breaks that are usually available during this period. It is also not possible to foresee how provision in schools and in relation to short breaks will develop over time in the light of any changes that will need to be made in response to the pandemic.

Question 7 – Identifying Initial Results of Your Analysis

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

The proposal has not been changed or amended.

Question 8 - Mitigation

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

The headteacher at Broadfield Specialist School has said that arrangements will be made to transport pupils wishing to attend some out of school activities to a central point in Accrington close to the current site to limit the amount of additional travelling families may incur because of the school's relocation. This is unlikely to be possible for all out of school activities.

There will be a period of phased transition for all pupils who currently attend Broadfield Specialist School should the proposed relocation go ahead. Ideally this will be over the course of a term however it will be dependent upon the availability of both school buildings during the transition period.

Question 9 – Balancing the Proposal/Countervailing Factors

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

The proposal is designed to have a positive overall impact on children and young people with SEND as it reflects the overall objectives of the SEND reforms that were introduced with the Children and Families Act 2014. Nationally there was 21.6% increase in demand for places in maintained special schools between 2015/16 and 2019/20; in Lancashire there was a 22.9% increase in demand over the same time period. Families seek placements in private and independent special schools where these are not available within the maintained sector. This increases the demand on high needs block funding because for the main part special school places within the private and independent sector are more expensive. This proposal will increase the number of special school places available to children and young people within the east area of the county and support a more efficient use of the resources available to children and young people with special educational needs.

In addition the improved facilities and additional space that would be afforded by the relocation to the new site is likely to have a positive effect on the quality of teaching and learning for young people who attend the school.

It will mean though that some children and young people living Oswaldtwistle with special educational needs will no longer be able to attend a specialist school within their local community. In addition this is likely to create some disruption and uncertainty for pupils particularly during the implementation stage; their families may find has an adverse effect on them.

Question 10 – Final Proposal

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

The proposal remains to expand and relocate Broadfield Specialist School from the current site in Oswaldtwistle to that of Hameldon Community College in Burnley.

This proposal will enable the council to fulfil its statutory duties in relation making the provision needed for a greater number of children and young people with special educational needs in the east area of the county.

It is likely that children and young people with special educational needs and their families living closer to the current site will be affected as they will have further to travel and are likely to experience some disruption and uncertainty during the implementation phase.

There will also be a similar impact for some teachers and support or other staff who currently work at Broadfield and could have to transfer to Hameldon.

Question 11 – Review and Monitoring Arrangements

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

The local authority is required to review the special educational provision and across the local area for children and young people who have special educational needs or disabilities as part of its statutory duties. This can only be achieved by monitoring the changing needs of the local population of children and young people with special educational needs and disabilities and making sure the outcomes in education, health and care are being improved as a result of the provision being made. This is one of the primary functions of the SEND Partnership Board, which is a multi-agency group with representatives from across the local area including young people, parents and carers as well as commissioners and providers of education, health and care services. The SEND Partnership Board meets every two months. It is led by senior post holders from within the council and NHS, including the Executive Director of Education and Children's Service and the Joint Chief Officer within the NHS and reports directly to the Health and Wellbeing Board.

Equality Analysis Prepared By Sally Richardson/Jeanette Binns
Position/Role Head of Service Inclusion/Equality & Cohesion Manager
Equality Analysis Endorsed by Line Manager and/or Service Head
Decision Signed Off By
Cabinet Member or Director

For further information please contact
Jeanette Binns – Equality & Cohesion Manager
Jeanette.binns@lancashire.gov.uk

Section 4

Equality Analysis Toolkit

Sir Tom Finney Community High School
For Decision Making Items

January 2021

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

The proposal relates to the expansion of Sir Tom Finney Community High School by increasing the number of places in the school from the current number of 173 to 245. Sir Tom Finney Community High School is a school for pupils with general learning difficulties aged between 11 and 19 years.

Question 2 - Scope of the Proposal

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

The proposal may affect children and young people with special educational needs and their families who currently attend Sir Tom Finney Community High School as the proposal means there will be an increased number of pupils attending the school in the future.

Question 3 – Protected Characteristics Potentially Affected

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

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

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

This proposal will have a particular impact on children and young people with disabilities and their families. Pupils will be within the age (younger people) protected characteristics group and are likely to meet the definition for the disability protected characteristics group.

78% of the people who completed the survey were female. 53% of respondents identified themselves as members of staff. It seems likely the impact on this group whether they are family members of members of staff will be greater.

Although the numbers completing the consultation were relatively low, all respondents identified as being White which may mean this ethnicity is over-represented amongst respondents than it is in the communities which the school will potentially serve.

Question 4 – Engagement/Consultation

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

This proposal is an element of the SEND Sufficiency Strategy. An overview of the consultation that has taken place in relation to this strategy is provided below.

13 separate consultations were undertaken between 15th October and 5th November 2019. These were as follows:

- 1 meeting with 6 young people who were representatives of the POWAR group
- 5 meetings with a total of 25 parents and carers at different locations across the county that were organised in collaboration with the Parent Carer Forum
- 7 meetings with a total of 52 headteachers at different locations across the county that were organised in collaboration with the Lancashire headteachers' associations

The information was also presented to Schools Forum at a meeting 17th October 2019 and the SEND Partnership Board on 14th November 2019.

- Further consultation was undertaken through an online survey between 6th July and 18th September 2020. Lancashire residents were made aware of this through notifications on Lancashire County Council website, Twitter and Facebook websites, the Local Offer website and Facebook page and via the Parent Carer Forum. Notification was provided in the SEND Partnership update in July 2020. In addition a letter was sent directly to each of the following stakeholders advising them of the consultation:
 - POWAR
 - Lancashire Parent Carer Forum chair
 - Governing bodies of maintained schools and maintained nursery Schools in Lancashire via the Schools Portal
 - Governing bodies, proprietors or principals of post-16 institutions in Lancashire
 - Providers of relevant early years education in Lancashire
 - Governing bodies of non-maintained special schools in Lancashire and those attended by Lancashire residents

- Proprietors of Academies in Lancashire via School Portal
- Advisory boards of children's centres in Lancashire via the Children, Family and Well-being Service who have responsibility for children's centres
- Youth offending team
- Local Members of Parliament
- Diocesan/Church Authorities
- The Regional Schools Commissioner
- Governing bodies, proprietors or principals of other schools and post-16 institutions in England and Wales that the authority thinks are or are likely to be attended by children or young people for whom it is responsible and children or young people in its area who have a disability

Consultation has also been undertaken in relation to this specific proposal to expand Sir Tom Finney Community High School. Informal consultation was carried out between 10 July and 8 September 2020. This included a public meeting on 15 July on the school site and an online survey between 10 July and 8 September.

The outcomes of the informal consultation were presented to Cabinet on 1 October 2020 and approval was given to undertake a formal consultation in relation to this proposal.

The formal consultation included an online survey between 11 December 2020 and 22 January 2021 on the Council's 'Have your say' website. Statutory notices were published in the Lancashire Evening Post on 11 December 2020 as well as in the online version of this local newspaper at the same time. A public consultation meeting was arranged for 7 January 2021. Originally arrangements had been made for this consultation to be held at Sir Tom Finney Community High School however these were later changed to online video conferencing meetings because of the COVID lockdown restrictions that were introduced in January 2021.

The majority of respondents to the consultation have supported the proposal and comments included that a greater number of special school places are needed locally, that there is space within the Sir Tom Finney Community High School to accommodate an increased number of pupils and that staff have the required skills to provide a

supportive and quality education and school experience for pupils. There were, however, a couple of concerns amongst comments from those who support the proposal about space for parking and the possible impact of building work at the site in terms of noise. A small number of respondents did not support the proposal.

Question 5 – Analysing Impact

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

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

Elements of this proposal could disadvantage some children and young people with special educational needs and their families.

The proposal to expand Sir Tom Finney Community High School is likely to have an adverse effect on some pupils who currently attend the school, and their families. There may be some disruption to existing pupils' education while building works are carried out and this may also affect access to the school site for families who transport their children to school during the same time period.

There will be an increase in the number of pupils attending the school, however class size should not be affected and therefore the impact on

existing pupils will be limited after any modifications to the building have been completed.

It is anticipated that for many pupils and more widely for children and young people who may be able to access Sir Tom Finney Community High School if pupil numbers increase, the impact will be positive and their equality of opportunity will be advanced. Some consultation respondents referred to there not being sufficient school places for the numbers of pupils with special educational needs in Lancashire and one respondent stated that their child was struggling in mainstream education with individual support and could potentially have an enhanced school experience if they could attend a school where they could be in class alongside other pupils.

Some respondents also referred to the proposal potentially reducing the number of children and young people who need to attend out of county special school provision. Where it is possible for pupils to attend school closer to home and to remain at home and it is also the wish of the children and their parents and carers to do this, their ability to have links in their local community is likely to increase contributing both to advancing equality of opportunity and fostering good relations between communities.

Question 6 –Combined/Cumulative Effect

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

Other factors and decisions that might have a combined and/or cumulative effect include the redesign of the short breaks offer that is currently underway. This is a service that is provided for children and young people with disabilities, many of whom will attend some of the specialist provision that is being considered as part of this proposal. The covid-19 pandemic has also affected the short breaks offer as it has not been possible to provide all of the short break activities and day time and overnight breaks that are usually available. It is also not possible to foresee how provision in schools and in relation to short

breaks will develop over time in the light of any changes that will need to be made in response to the pandemic.

Question 7 – Identifying Initial Results of Your Analysis

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

The proposal has not been changed or amended.

Question 8 - Mitigation

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

Steps will be taken to minimise the impact of the building work on existing pupils' education.

Question 9 – Balancing the Proposal/Countervailing Factors

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

The proposal is designed to have a positive overall impact on children and young people with special educational needs and disabilities as it reflects the overall objectives of the reforms that were introduced with the Children and Families Act 2014. Nationally there was 21.6% increase in demand for places in maintained special schools between 2015/16 and 2019/20; in Lancashire there was a 22.9% increase in demand over the same time period. Families seek placements in private and independent special schools where these are not available within the maintained sector. This increases the demand on high needs block funding because for the main part special school places within the private and independent sector are more expensive. This proposal will increase the number of special school places available to

children and young people within the south area of the county and support a more efficient use of the resources available to children and young people with special educational needs.

In addition, the improved facilities and additional space that would be afforded by the relocation to the new site is likely to have a positive effect on the quality of teaching and learning for young people who attend the school.

There may be some disruption while any building works are carried out however this will only be for a time limited period. The number of pupils attending the school will increase although class size should not be affected.

Question 10 – Final Proposal

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

The proposal remains to expand Sir Tom Finney Community High School by adapting the upper floor that is not used currently to create additional classrooms and teaching space.

This proposal will enable the council to fulfil its statutory duties in relation to making the provision needed for a greater number of children and young people with special educational needs in the south area of the county.

It is likely that children and young people with special educational needs who attend the school currently will be affected during the time building work is being undertaken.

Question 11 – Review and Monitoring Arrangements

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

The local authority is required to review the special educational provision and across the local area for children and young people who

have special educational needs or disabilities as part of its statutory duties. This can only be achieved by monitoring the changing needs of the local population of children and young people with special educational needs and disabilities and making sure the outcomes in education, health and care are being improved as a result of the provision being made. This is one of the primary functions of the SEND Partnership Board, which is a multi-agency group with representatives from across the local area including young people, parents and carers as well as commissioners and providers of education, health and care services. The SEND Partnership Board meets every two months. It is led by senior post holders from within the council and NHS, including the Executive Director of Education and Children's Service and the Joint Chief Officer within the NHS and reports directly to the Health and Wellbeing Board.

Equality Analysis Prepared By Sally Richardson/Jeanette Binns

Position/Role Head of Service Inclusion/Equality & Cohesion Manager

Equality Analysis Endorsed by Line Manager and/or Service Head

Decision Signed Off By

Cabinet Member or Director

For further information please contact

Jeanette Binns – Equality & Cohesion Manager

Jeanette.binns@lancashire.gov.uk

Report to the Cabinet

Meeting to be held on Thursday, 4 March 2021

Report of the Head of Service - Asset Management**Part I**

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

Provision of Secondary School Places in Burnley

(Appendix 'A' refers)

Contact for further information:

Mark Sarjent, Tel: (01772) 531681, School Provision Planning Principal,
mark.sarjent@lancashire.gov.uk

Executive Summary

Lancashire County Council has a statutory duty to ensure that a primary or secondary school place is available for every child of statutory school age living in Lancashire who requests one.

As a result of the loss of places from the closure of Hameldon Community College, and large primary school year groups moving through to secondary schools, additional secondary school places are required in Burnley for admission in the 2021/22 academic year.

Recommendation

In order to allow an increase in the year 7 intake for September 2021, as detailed in the report, Cabinet is asked to:

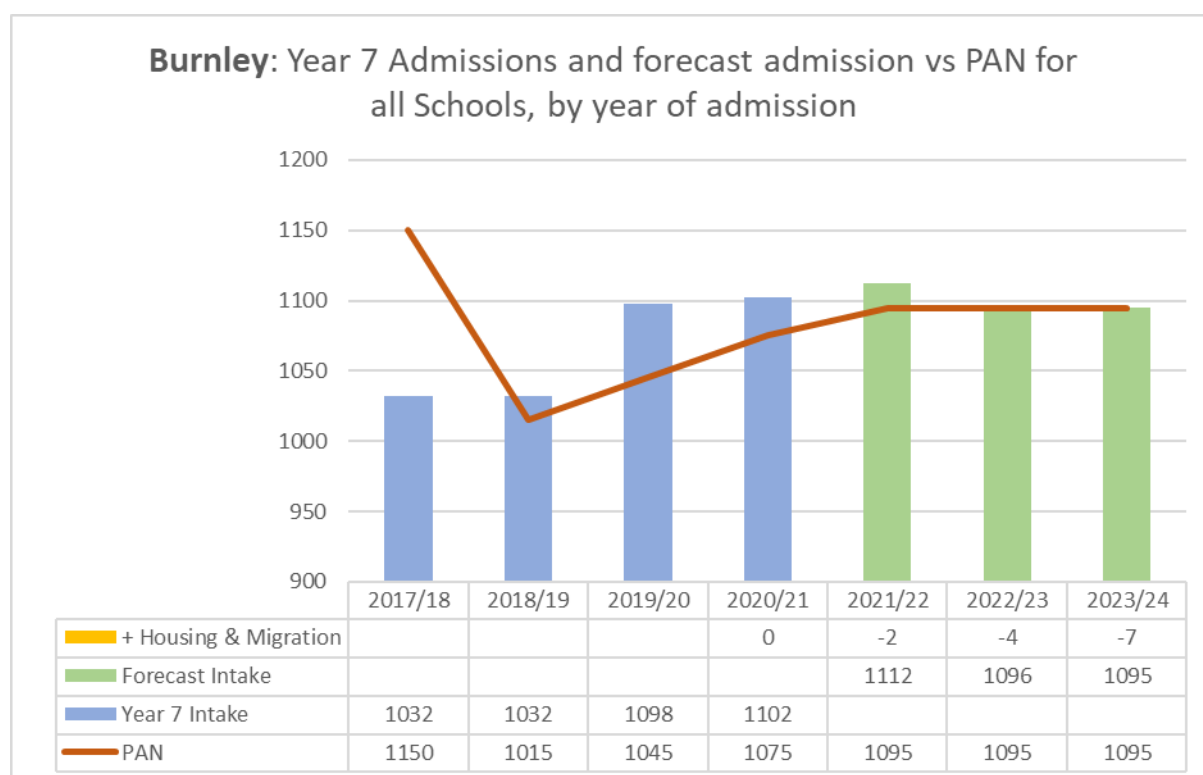
- i. Approve a temporary increase, for one year only, in the admission number of:
 - a. Blessed Trinity Roman Catholic College School - from 250 to 280 places;
 - b. Burnley High School - from 120 to 130 places.
- ii. Approve the capital expenditure detailed in Appendix 'A' to:
 - a. Deliver an ICT room refurbishment and ICT equipment provision for Blessed Trinity Roman Catholic College to facilitate the increased admission numbers for 2021;
 - b. Deliver internal works at Burnley High School to provide additional classrooms and enclose open plan classrooms to facilitate an increased admission number for 2021.

Background and Advice

Need for places in Burnley Secondary Schools

Following the closure of Hameldon Community College in August 2019, there has been a forecast shortfall of places for a number of year groups. Additional places have been provided temporarily at Shuttleworth College in 2020, and permanently at Unity College from 2020.

For 2021, the school place provision forecasts are showing an expected intake of 1112 pupils, and there are currently 1095 places available leading to a 17 place shortfall. However, inward migration into Burnley is expected to increase this shortfall:



Blessed Trinity Roman Catholic College

The academy school has agreed to admit an additional 30 pupils to Year 7 in 2021, for one year only, on the provision of an additional ICT teaching room allowing the school to adjust the curriculum to appropriately teach the additional cohort of pupils as they move through school. Officers have assessed and proposed a scheme to convert one classroom into an ICT room, and to provide additional ICT equipment. Details of the scheme and costs are provided within Appendix 'A'.

Burnley High School

Following the decision taken by Burnley High School, after consultation, not to open their sixth form and revert the age range of the school to 11-16, the original building capacity of 650 would not be reached with the school's admission number of 90. For

the 2019 intake, Burnley High School raised its admission number to 120, utilising 600 places of the 650-capacity building.

Burnley High School has agreed to increase its admission number to 130 for one year only for 2021. However, an area of the school building is currently set up as sixth form seminar rooms with open plan learning which is not appropriate for mainstream class teaching.

Officers have therefore proposed a scheme to convert the seminar rooms into mainstream classrooms, and to provide partition walls to enclose current open plan classrooms. In total, 5 class spaces will be renovated, creating three new mainstream classrooms and enclosing two existing open plan classrooms. Details of the scheme and costs are provided within Appendix 'A'.

Consultations

Neither proposal meets the guidelines of a significant enlargement which would require statutory consultation, so no consultation is required.

Implications:

This item has the following implications, as indicated:

Risk management

If additional secondary school places are not created, there is a risk that the Authority could fail in its statutory responsibility to make sure that a maintained school place is available to all Lancashire children of the appropriate age range that want one.

Providing additional places increases the overall capacity in the area and, if primary school pupils do not move into the secondary school as forecast for the 2021 intake, or there is an increased level of outward migration of families from this area, then there may be surplus places.

Financial

Should the temporary expansion of Blessed Trinity Roman Catholic College School and Burnley High School be approved, then both schools would receive revenue funding assistance for one year, to reflect the fact that pupils would begin three terms, before the increased numbers were reflected in the school budget. This funding will be provided through the Growth Funding, in accordance with the rules agreed by the Lancashire Schools Forum. This will ensure that neither school is financially disadvantaged by the expansion.

The capital works required will be funded by the Basic Needs grant in 2021/22. Further financial implications are set out at Appendix 'A' and are deemed to be Part II for the reason set out below:

This section of the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information).

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate:

Appendix 'A' is not for publication - Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972. The report contains information relating to the financial or business affairs of any particular person (including the authority holding that information). It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information

Report to the Cabinet

Meeting to be held on Thursday, 4 March 2021

Report of the Head of Service - Asset Management**Part I**

Electoral Division affected:
Burnley Central East;

Review of Accommodation at Burnley Campus – Phase One

(Appendix 'A' refers)

Contacts for further information:

Sue Haworth, Tel: (01772) 533888, Property Asset Principal

susan.haworth@lancashire.gov.uk

Mark Sarjent, Tel: (01772) 531681), School Provision Planning Principal

mark.sarjent@lancashire.gov.uk

Executive Summary

Burnley Campus was built in 2008 under the Private Finance Initiative programme: Building Schools for the Future. It provides accommodation for Barden Primary School, Holly Grove Primary School (Special Educational Needs), Reedley Hallows Nursery School, Burnley Campus Library, Reedley Hallows Children and Family Wellbeing Service, The Faith Centre and The Exchange in Burnley.

Following the closure of Thomas Whitham Sixth Form, the vacated accommodation at Burnley Campus needs to be reviewed and alternate use identified. The School Planning Strategy has identified the need for 30 additional primary school places, which can be met by the addition of a temporary form of entry for September 2021 at Barden Primary School.

The Special Educational Needs and Disability sufficiency strategy under priority 3 aims to ensure that all pupils with Education Health and Care Plans have access to mainstream education within their local community. Barden Primary School expressed an interest in providing a special educational needs unit, within their mainstream school setting, and the vacant former Thomas Whitham accommodation provides opportunity to establish one.

The SEND sufficiency strategy also identifies the need for more special school places within Lancashire to meet rising demand for places and to meet various priorities under the strategy. Holly Grove Primary School is currently over-subscribed for pupils requiring places in the special school, and the opportunity to provide additional accommodation using former Thomas Whitham space will enable the school to increase the number of special school places it can provide.

Following the phase one reorganisation of the educational partners on the campus and the Children and Family Wellbeing Service, a phase two review to address the impact on other services and to form a plan for the remaining accommodation is required.

Phase one of the Burnley Campus review sets out a reconfiguration of accommodation in order to meet these strategic requirements. An overview of the phase 1 reconfiguration and associated cost estimates is set out within the report.

This is deemed to be a Key Decision and the provisions of Standing Order C20 have been complied with. Compliance with Standing Order C19 was impractical as the project has expanded from that originally envisaged which, in turn, has impacted on the cost. The reason for this is that agreement needed to be reached with multiple stakeholders and further works are now required under phase 1 to future proof phase 2 works at the campus.

Recommendation

Cabinet is asked to:

- (i) Approve the review of Burnley Campus, Phase 1.
- (ii) Approve the relocation of Reedley Hallows Nursery and Reedley Hallows Children and Family Wellbeing Service to part of the former Thomas Whitham accommodation.
- (iii) Approve the provision of additional places, for one year only in 2021, at Barden Primary School, through the addition of one classroom to the school.
- (iv) Approve the provision of a Special Educational Needs unit for Barden Primary School, located within the former Thomas Whitham accommodation.
- (v) Approve the provision of additional accommodation for Holly Grove Special School, increasing the building capacity by using the vacated Reedley Hallows nursery accommodation. This will allow the number of pupils to be increased in the future via further cabinet report.
- (vi) Approve the capital expenditure detailed in Appendix 'A' to deliver phase 1.

Background and Advice

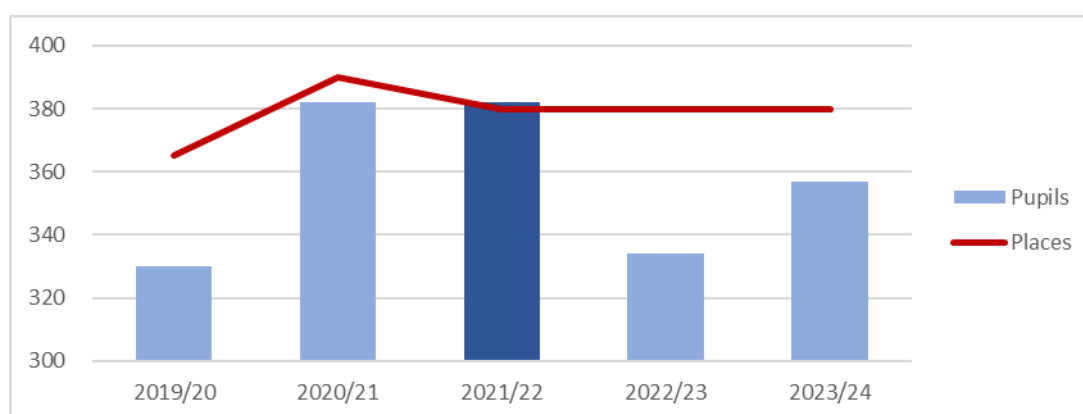
On 1 July 2019, Cabinet approved the closure of Thomas Whitham Sixth Form College with effect from 31 August 2020. Thomas Whitham was part of the Burnley Campus which also houses Barden Primary School, Holly Grove Special School and Reedley Hallows Nursery School, as well as a number of county council services including Reedley Hallows Children and Family Wellbeing Service, Burnley Campus Library, Faith Centre, and The Exchange, Burnley.

Following the closure of Thomas Whitham, a review of accommodation was carried out to understand how the surplus accommodation (6,700m²), formerly occupied by Thomas Whitham, could be utilised by existing campus partners or other services, which gave opportunity to other projects. Phase 1 reallocates 1,700m² of former Thomas Whitham accommodation to education providers and council services, with the remaining 5,000m² to be dealt with in later phases of the project.

Primary School Places

Lancashire County Council has a statutory duty to ensure that a primary or secondary school place is available for every child of statutory school age living in Lancashire who requests one.

For 2021 only, there is a small forecast shortfall in primary school places, therefore a one-year bulge class needs to be provided in the North Burnley planning area. Although this is a small shortfall, with inward migration in Burnley, it is prudent to provide more places than required to allow for future pupil movement.



With the opportunity created via availability of accommodation within the Burnley Campus, Barden Primary School offered to take the additional pupils for 2021, via the provision of one additional classroom and internal works.

Special Educational Needs and Disabilities places

Between 2014 and 2019, the number of children and young people with education, health and care plans rose by 47% nationally. In the same period, the number of children and young people educated in special schools and specialist colleges rose by 29%.

The SEND sufficiency strategy identifies a number of priorities, including priority 2: "to ensure that all children and young people with SEND have access to the right provision at the right time." As such, the council recently sought to establish additional special school places and special educational needs units within mainstream schools across Lancashire, and had been seeking expressions of interest from providers. The surplus accommodation at Burnley Campus gave rise to two key Inclusion projects, subject to Cabinet approval:

- to provide additional places at Holly Grove Special School; and

- to establish a special educational needs unit within Barden Primary School.

Neither of these schools can provide additional places without additional accommodation being provided to the schools. The redundant accommodation at Thomas Whitham provides the opportunity for these projects to proceed. However, a number of steps need to be co-ordinated, in order to make the accommodation available to the education providers.

The accommodation review work to date has identified a number of key steps in phase 1, which must happen in order to create additional space where it is required:

1. To move Reedley Hallows Nursery School from its existing location, into 550m² of the former Thomas Whitham accommodation, and to provide a new outdoor play area.
2. To relocate Reedley Hallows Children and Family Wellbeing Service from the primary wing, into 350m² of the former Thomas Whitham accommodation.
3. To use the former Reedley Hallows Nursery School and Reedley Hallows Children and Family Wellbeing Service accommodation to provide an additional 770m² to Holly Grove Special School, allowing them to place additional pupils in the future subject to cabinet approval.
4. To provide additional accommodation and internal works to Barden Primary School, to allow the addition of a one-year bulge class of 30 in 2021 only.
5. To provide additional accommodation to Barden Primary School, to allow the addition of a special educational needs unit within the former Thomas Whitham accommodation.

This is phase 1 of a review and reorganisation of accommodation at the campus, reallocating 1700m² of former Thomas Whitham accommodation. Once the first key steps are taken, there will be ongoing work to review how other campus partners are located within the building, and how to utilise the remaining 5000m² of the former Thomas Whitham accommodation. Further reports may be presented to Cabinet in the future, depending on the outcome of phase 1, which may include additional financial expenditure.

Financial estimates for the work are set out at Appendix 'A'. With the Burnley Campus being a Private Finance Initiative (PFI) building, operating by external management companies, there are likely to be increased costs to the works required over costs associated with a non-PFI building. As such, an allowance is made for additional costs due to the PFI constraints, and this is detailed within Appendix 'A'.

Consultations

The provision of additional primary school places for 2021 is below the limit for a statutory process to be required (more than 30 pupils or greater than 25% capacity increase), so this proposal is therefore non-statutory and no consultation is required. The movement of the Reedley Hallows nursery to new accommodation does not affect the number of places offered and therefore does not require consultation.

The number of places being provided at Holly Grove is not yet finalised and subject to a separate cabinet report in the future. However, it is expected to be above

statutory consultation limits of 10% for special schools, meaning a consultation may be required to comply with Department for Education prescribed alterations.

Implications:

This item has the following implications, as indicated:

Risk management

If additional primary school places are not created, there is a risk that the Authority would fail in its statutory responsibility to make sure that a maintained school place is available to all Lancashire children of the appropriate age range that want one.

Providing additional places increases the overall capacity in the area, and birth numbers do not move into primary schools as forecast for the 2021 intake, or there is an increased level of outward migration of families from this area, there may be surplus places.

The SEND sufficiency strategy aims to be "providing children and young people with a good quality education and learning opportunity which matches their talents, ambitions and aims and enables a positive transition to adulthood". The risk of not providing additional places, at a time when need for SEND special school places is facing increased demand, is considerable.

Financial

Should the temporary expansion of the Barden Primary School be approved, then the school would receive revenue funding assistance for one year, to reflect the fact that pupils would begin two terms before the increased numbers are reflected in the school budget. This funding will be provided through the Growth Funding, in accordance with the rules agreed by the Lancashire Schools Forum. This will ensure that the school is not financially disadvantaged by the expansion.

The Burnley campus building is a private finance initiative (PFI) building with external management interest; the steps involved in undertaking work at a PFI building comes with increased costs compared to work at a local authority owned building. Appendix 'A' sets aside an additional budget for the extra cost associated with works of this scale occurring within a PFI building and this will be funded from Basic needs grants in 2021/22 and 2022/23.

Further financial implications are set out at Appendix 'A' and are deemed to be Part II for the reason set out below:

This section of the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information).

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

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Report to the Cabinet

Meeting to be held on Thursday, 4 March 2021

Report of the Executive Director of Education and Children's Services**Part I**Electoral Divisions affected:
All**Review and Redesign of Lancashire's Short Break Offer for Children and Young People with Disabilities**

(Appendices 'A' to 'D' refer)

Contact for further information:

Sally Richardson, Tel (07920) 086432, Head of Service, Inclusion Service

sally.richardson@lancashire.gov.uk**Executive Summary**

This report provides an update to Cabinet regarding the public consultation of Lancashire's Short Break offer, following the Cabinet decision on 12 March 2020.

The report sets out a number of recommendations to support the delivery of a redesigned short break offer that will enable the county council to fulfil its statutory responsibilities in relation to the sufficiency of provision of short breaks for children and young people with disabilities, and their parents and carers.

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

Recommendations

Cabinet is asked to:

- (i) Consider the report and approve the recommendations outlined in the report relating to the proposals for arrangements for short breaks in Lancashire: Break Time, Day Time and Night Time.
- (ii) Approve the commencement of commissioning activity in relation to Break Time with the new Break Time short break offer to go live on 1 April 2022.
- (iii) Approve additional funding proposals of £409,000 for the new Break Time offer from April 2022.
- (iv) Approve the recommissioning of Day Time and Night Time short breaks with the new contracts for these services starting in 2021.

Background and Advice

This report describes how the county council will ensure it fulfils its duties in relation to short breaks for the parents and carers of children and young people with disabilities. On 12 March 2020, Cabinet considered the outcomes of the review of the short break offer in Lancashire and changes to the delivery model and arrangements that were being proposed with respect to these services. Cabinet gave approval for consultation to take place on the proposed changes. This report provides an update to Cabinet from the outcome of the public consultation and makes recommendations with respect to the final proposed model and future commissioning arrangements for Lancashire's short break offer for Break Time, Day Time and Night Time short breaks. These services complement and add to the offer provided through Lancashire County Council universal and targeted services, and from community, charity and voluntary sector services.

Local authorities' responsibilities in relation to Short Breaks

The council has legal duties in relation to short breaks which include both duties owed towards individual children and families and in relation to commissioning. These duties have been taken into consideration during the review and redesign of Lancashire's short break service and in formulating the proposed new short break offer and recommendations in this report. The key legal duties are outlined below:

Children Act 1989

Under the Children Act 1989, all disabled children are 'children in need' with the Act setting out a very broad definition of 'disabled'.

Local authorities have a general, or target, duty under Section 17(1) of the Act to provide services, which safeguard and promote the welfare of children within the area who are in need, and where this is consistent with that duty, to promote the upbringing of children by their families. This means that in relation to disabled children, local authorities need to ensure there is a range and level of services appropriate to meet the needs of disabled children in the area, which helps safeguard and promote their welfare and which supports their upbringing within their families. There is also a duty to assess children in need in the context of their family circumstances.

The 'short breaks duty' under the Children Act 1989 imposes another general or target duty. It requires local authorities to provide services designed to minimise the effect on disabled children within their area of their disabilities and to give disabled children the opportunity to lead lives which are as 'normal' as possible. It requires local authorities to assist carers of disabled children to continue to care and to do so more effectively by providing carers with breaks in care. Local authorities must ensure that services to support disabled children in need and their families include services which can provide short breaks in a crisis and those which support families to manage family life effectively.

Section 17ZD-ZE of this Act also provides a duty to assess the needs of parents and carers of disabled children, and to undertake a parent carer needs assessment where it appears a parent or carer may have needs for support, or where there is a

request to undertake an assessment. There is no specific duty to provide support following a needs assessment being undertaken. However consideration must also be given to the Breaks for Carers of Disabled Children Regulations 2011, outlined below.

Breaks for Carers of Disabled Children Regulations 2011

The duties above require there to be services. The 2011 Regulations mean that in deciding what those services should be a local authority must:

- (a) Have regard to the needs of carers who would be unable to continue to provide care unless breaks from caring were given to them; and
- (b) Have regard to the needs of carers who would be able to provide care for their disabled child more effectively if breaks from caring were given to them to allow them to –
 - (i) undertake education, training or any regular leisure activity,
 - (ii) meet the needs of other children in the family more effectively, or
 - (iii) carry out day to day tasks which they must perform in order to run their household.

A local authority must, so far as is reasonably practicable, provide a range of services which is sufficient to assist carers to continue to provide care or to do so more effectively. In particular it must provide, as appropriate, a range of:

- (a) day-time care in the homes of disabled children or elsewhere,
- (b) overnight care in the homes of disabled children or elsewhere,
- (c) educational or leisure activities for disabled children outside their homes, and
- (d) services available to assist carers in the evenings, at weekends and during the school holidays.

A local authority must also publish a short breaks services statement which sets out the range of services provided, any criteria by which eligibility for those services will be assessed and how the range of services will meet the needs of carers in the area.

These regulations do not refer to supporting parents and carers of disabled children to work. There are separate duties on local authorities in relation to childcare for disabled children under the Childcare Act 2006.

Chronically Sick and Disabled Person's Act 1970

This Act provides a specific duty to provide services to disabled children under Section 2(4). Where a local authority has determined it is necessary to provide services to meet a child's needs, there is a duty to provide an appropriate level of support to meet those needs. This duty can be discharged through the provision or commissioning of services.

Equality Act 2010

Section 149 of this Act imposes what is called the 'public sector equality duty'. This is a duty to have due regard to a number of matters whenever a local authority is exercising its functions. Those matters apply to all protected characteristics including disability. Authorities must have due regard to the need to:

- (a) Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- (b) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- (c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Having due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to –

- (a) Remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
- (b) Take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;
- (c) Encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.

Having regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to (a) tackle prejudice, and (b) promote understanding.

Compliance with the Public Sector Equality Duty may involve treating some persons more favourably than others; but that is not to be taken as permitting conduct that would otherwise be prohibited under the Act.

The Public Sector Equality Duty therefore requires decision-makers to address these matters before reaching a decision which may require information to be gathered. The information contained in this report, and the linked reports and documents to which it refers, together with an Equality Impact Assessment, are all designed to help Cabinet Members discharge the Public Sector Equality Duty, as well as the other duties, including 'have regard' duties, set out in this section.

The provision of short breaks for disabled children can help address discrimination disabled children experience in accessing mainstream clubs, activities and groups; promote equality of opportunity, increase contact between disabled children and non-disabled people and increase the visibility of disabled children in the community.

Children Act 2004

Section 11(2) of the 2004 imposes another duty to have regard to relevant matters. It requires local authorities to ensure that their functions are discharged having regard to the need to safeguard and promote the welfare of children which includes in relation to commissioning of short break services and budget setting for short breaks

Children Act 2014

Section 19 of this Act requires regard to be given to the views, wishes and feelings of children, young people and their parents in relation to decisions that affect them.

Section 27 requires local authorities to keep social care provision for disabled children made inside and outside the local area under review and to consider the extent to which this provision is sufficient to meet the needs of these children. This Act provides a clear requirement on local authorities to consider the sufficiency of provision in all relevant decision-making including budget setting.

Previous Cabinet Decisions

On 3 December 2018, Cabinet agreed that a period of consultation should be undertaken to assess the impact on parents and carers, children and young people and providers in relation to the proposal to cease the Lancashire Break Time Service.

On 8 August 2019, Cabinet considered the response to the consultation, agreeing that there should be a review of the full short break offer alongside a review of Lancashire Break Time. It was also agreed that Lancashire Break Time would continue in its current form, until the review and redesign of the full short break offer had been completed.

On 12 March 2020 Cabinet agreed that a period of consultation should be undertaken in relation to the proposals regarding Lancashire's proposed new short break offer of Break Time, Day Time and Night Time. The offer being proposed built upon the existing model of Lancashire Break Time but with a number of changes. It was believed these changes would provide greater equity, flexibility and access to services for children and young people with disabilities who are unable to access universal services. It was considered that the proposed changes would provide a better quality and sustainable offer. The proposed changes took into account the feedback from parents, carers, children, young people and providers of short break services gathered during the review and redesign period.

Cabinet members may wish to refer back to previous Cabinet reports and their appendices in order to ensure they have the full context to this report, and understand the proposals and recommendations outlined below. A comprehensive overview of the changes proposed is provided in a later section of this report.

Short Break Offer in Lancashire since March 2020

The short break offer in Lancashire comprises services that can be accessed by all children and young people with special educational needs or disabilities and their families, subject to eligibility criteria. This unassessed offer includes youth groups and activities for children and young people with special educational needs and disabilities and Lancashire Break Time activities. These services can be accessed, in addition to services that are provided following a statutory social care assessment of needs.

The current unassessed short break offer in Lancashire is called Lancashire Break Time. The proposed new short break offer discussed in this report is called Break Time.

The Lancashire Break Time offer which has been in place since 23 March 2020 differs to that outlined in the 12 March 2020 Cabinet Report. This is because Lancashire Break Time has had to be adapted to take into account lockdown restrictions, safety and social distancing guidance that have been imposed as part of the response to the COVID-19 pandemic. This has limited the offer available over the summer holiday period and has also since that time affected how Lancashire Break Time has been delivered.

Day time and night time short breaks are provided where it is determined these are required, following a social care assessment that considers the needs of the whole family, including siblings, parents and carers, as well as the child or young person's needs. The level of support and type of short break a family may receive following an assessment varies, as it is based on the outcome of the assessment.

Some day time and night time short breaks are commissioned through a 'preferred provider' framework. However, due to gaps in this framework, some of these short breaks are also commissioned off-framework. The cost of short breaks commissioned on and off the framework varies.

Lancashire Break Time Uptake

Concerns regarding the accuracy of the information available in relation to the use of Lancashire Break Time services were identified in the March 2020 Cabinet report. The data submitted by providers did not easily support collation and analysis and contained errors and discrepancies which required 'cleansing' (for example, spelling of names, correct usage of first and surnames, date of birth accuracy). There is also no unique identifier for each child or young person to support data accuracy and providers are not able to check children and young people are eligible to access Lancashire Break Time.

For the purpose of this report, attendance data from 2018-19 has primarily been used to inform the recommendations. This is the same data that was referenced in the 12 March 2020 Cabinet report as it was considered to be more accurate and representative of Lancashire Break Time uptake than the 2019-20 data. Although less accurate, some comparison with, and analysis of the 2019-20 data has been included within this report as this provides more recent uptake information. However, the 2019-20 attendance numbers are likely to have been affected by the impact of COVID-19. Analysis has also been undertaken of the 2020-21 attendance data. This does not reflect a complete year however and attendance figures have been heavily affected by COVID-19 and the ability of providers to offer a service and children and young people to attend.

There continues to be disparity in the number of activity hours accessed by children and young people as shown in the table below. The table also shows a change in the pattern of access at different numbers of hours attended.

Annual number of hours attended	2018-2019				2019-2020				% uptake increase / decrease
	Number of children and young people	Total number of hours accessed	Average hours per child or young person	% uptake	Number of children and young people	Total number of hours accessed	Average hours per child or young person	% uptake	
More than 400	13	6393	492	1.08%	11	5222	47.5	1.06%	-15.38%
200 to 399	49	12785	261	4.07%	61	16862	276	5.88%	+24.49%
100 to 199	170	23257	137	14.12%	147	20960	143	14.17%	-13.52%
50 to 99	227	15807	70	18.85%	236	16505	70	22.76%	+3.96%
10 to 49	517	13311	26	42.94%	460	12190	27	44.36%	-11.02%
Less than 10	228	1238	5	18.94%	122	623	5	11.76%	-46.49%
TOTAL	1204	72791			1037	72362			-13.87%

A total of 1,204 children and young people participated in Lancashire Break Time activities between 1 April 2018 and 31 March 2019, attending 72,791 activity hours. This equates to an average of 60 hours per child or young person. The range of hours accessed by individual children and young people was between two and more than 643 hours.

Between 1 April 2019 and 31 March 2020, 1,037 children and young people participated in Lancashire Break Time activities attending a total of 72,362 hours. This equates to an average of 70 hours per child or young person. The range of hours accessed by individual children and young people was between two and 564 hours.

Overall, there has been almost a 14% reduction in uptake of Lancashire Break Time from 2018-19 to 2019-20 (167 children and young people). However, the average number of hours accessed per individual child or young person increased by 10 hours. This overall reduction in uptake is a pattern replicated in access to more than 400 hours, access to between 100 to 199 hours and access to ten to 49 hours. There is a slight increase in uptake in access to 50 to 99 hours and a significant reduction of 46.5% in access to less than 10 hours. However the main contributory factor to the overall increase to the average number of hours accessed, despite a reduction in uptake between 2018-19 and 2019-20 is the 24.49% increase in uptake for access to between 200 to 399 hours.

Further analysis of the data for 2018-19 indicates that 75% of children and young people attended up to 78 hours of activities. 19% attended more than 100 hours of activities.

The data for both 2018-19 and 2019-20 indicates that a proportion of children and young people attended activities who did not meet the criteria for Lancashire Break Time. In 2018-19, 43 of these (4%) were not eligible because of their age. These

children and young people accounted for 1,908 hours of the total of Lancashire Break Time activity in that year. A further 391 children and young people (32%) appear to have been ineligible because they were in receipt of a social care package of support in that year. These children and young people accounted for 23,759 hours of the total of Lancashire Break Time activity in that year. Combining these 2 groups means that a total of 434 children and young people accessing Lancashire Break Time were not eligible for the service. This equates to 36% of the total cohort of attendees accessed 25,667 hours at a cost of £287,214 (based on an hourly rate of £11.19 per child or young person per hour).

The removal of this cohort of children and young people from the total number of children and young people accessing support from Lancashire Break Time leaves a total of 771. Further scrutiny of Lancashire's education and social care case management systems indicates that 714 of these 771 children and young people have some identified special educational needs or disability, and therefore were eligible for Lancashire Break Time. No additional information is available within the council systems about the remaining 57 children and young people who are not accounted for above. It is possible that some or all of these children and young people have special educational needs or disabilities but equally it may be that they do not. There is some concern, based on the geographical areas they are accessing services in, that some may not live in Lancashire which may be the reason they do not appear within the Lancashire's case management systems.

Lancashire Break Time attendance data for the same period, July to September has been compared for 2018, 2019 and 2020:

	2018	2019	2020
Number of children and young people	830	776	361
Total number of hours attended	27,517	27,438	7,407
Average per child or young person	33	35	20.5

Attendance in 2020 for the July to September period cannot be considered indicative of the need for the service. The number of providers able to deliver a service, number of hours able to be delivered and number of children and young people able to access the services was heavily affected by COVID-19. The activities and groups had to be delivered differently with restrictions in group numbers in line with government guidance and attendance at booked sessions affected by local lockdown restrictions. The data from this period identifies that there were 88 new attendees that did not attend in 2018 at Lancashire Break Time (they may have attended previously but are new from the previous year). Of these, 46 have an Education, Health and Care Plan, 22 have identified special educational needs and 20 have neither (23%) and therefore potentially do not fit the criteria.

The 2018-19 attendance data indicates that we can only be confident that 64% were eligible for Lancashire Break Time. The July to September 2020 attendance data indicates that 77% were eligible. Whilst these figures would indicate that there has been an improvement in the number of attendees eligible for the service, there was

still 23% of attendees in the 2020 period who were not eligible. This highlights one of the reasons why a new system is needed, which better ensures that the new Break Time service is only accessed by the children and young people it is designed to meet the needs of.

It should be noted that in considering the findings from the data referred to above that Lancashire Break Time attendance data reflects attendance over a 12-month period and comparison with data on social care support, Special Educational Needs support and education, health and care plans is from a specific point in time. Therefore, the data referred to above should be treated with a level of caution.

Review and Redesign of the Lancashire Short Break Offer

The differences between the current Lancashire Break Time offer and the proposed new Break Time offer are outlined in Appendix 'A'.

Consultation with parent and carers and children and young people was carried out through a questionnaire between 1 September and 14 October 2020. The questionnaire was targeted at parents and carers of children and young people with special educational needs and disabilities whether or not they currently used a short break service, had used it in the past or had not used it before.

Consultation with short break providers was also undertaken between 10 November and 30 November 2020.

Both the parent carer and provider questionnaire asked respondents to share their views on the proposals for the new proposed short break offer with the questions primarily focussing on the Break Time offer, outlined in the March 2020 Cabinet report. The responses to this consultation have informed these final short break offer proposals and the recommendations which Cabinet is asked to consider.

Consultation response

205 responses to the consultation were received from parents and carers and 25 responses were received, all from providers with experience in providing services to children and young people with special educational needs and disabilities. Appendix 'A' also contains a summary of both sets of responses.

The detailed responses and comments from parents and carers are set out at Appendix 'B' and the responses and comments from providers are set out at Appendix 'C'. It should be noted that in the analysis below, unless specified the term respondents refers to both parents, carers and providers.

- 1. The proposed age range for access to Break Time activities is five to 18 years old. A child would be able to attend from the start of the academic year (September) in which they turn age 5 to the end of the academic year in which they turn 18 (July).**

In considering the responses and the comments from respondents the key points were noted:

- 69% of parents and carers and 60% providers agreed with the proposed age range for the Break Time offer. Respondents commented that universal services were more accessible when children are younger and young people over 18 can access adult service provision.
- Respondents expressed concern about support available for children outside the criteria age range. Some expressed concern that the chronological age of a young person over the age of 18 may not match the developmental age of young people and therefore that they should be able to continue activities. Some respondents expressed concern about the lack of support available for those aged between two and four years old.
- Some respondents expressed the view the Break Time age range should be the same age range for education, health and care plans (0-25).

Further to the concerns shared by respondents it is not recommended there should be any further change to the proposed age range.

Whilst it is acknowledged that children aged four and under will be affected by the proposed age range criteria for Break Time, data analysis suggests the number of children who would be eligible for the proposed new Break Time service is currently small. There are universal and targeted services available to support and meet the needs of these children and their parents and carers, including those provided by Lancashire County Council as well as other organisations. Should families feel that these universal and targeted services do not meet their needs, or they require more support than can be provided through these services, families can request a social care assessment of their needs. It is also acknowledged that, whilst a very limited number of young people may continue to attend school over the age of 18, there are other targeted services for young adults such as those provided by the Child and Family Wellbeing Service.

2. It is proposed that a child can attend a minimum of 10 hours and a maximum of 50 hours of activities or groups per year as part of the Break Time Offer.

In considering the responses and the comments from respondents the key points were noted:

- 31% of parents and carers and 21% of providers agreed with the proposal however 45% of parents and carers and 75% of providers disagreed.
- The majority of respondents who disagreed with the proposal expressed the view that 50 hours was not enough, and that this did not equate to one hour of short break a week. Respondents commented that 50 hours would restrict the activities children and young people would be able to access and would not support regular attendance and consistency. Some respondents compared the offer to the unlimited number of activities available to children and young people without special educational needs and disabilities. Some respondents questioned why there had to be a limit.

- Respondents questioned why there was a minimum offer and expressed the view that most people would want 50 hours.
- Some respondents suggested that the number of hours should be led by the needs of the parents and that different families had different needs. There was reference to the provision being needed for childcare.
- There was an acknowledgement from some respondents that there is not an 'endless pot of money' and that this would make it a fairer service enabling more to attend. Some respondents felt the offer was reasonable
- In relation to the maximum number of hours proposed, the questionnaire for parents and carers also asked, 'If you disagree with the proposal what do you think the maximum number of hours a year should be?' 22% of respondents felt the offer should be up to 100 hours and 59% of respondents felt the offer should be more than 100 hours.

Further to consideration of the feedback from parents, carers and providers, it is proposed to change the offer as follows:

- It is proposed will be a maximum offer of 78 hours per year per child or young person within a family. This would be consistent with the number of hours accessed by 75% of families who used Lancashire Break Time in 2018-19.
- 78 hours equates to one and a half hours of activity every week of the year, two hours a week in term time, or a six-hour activity every week of the school holidays. The duration of after school, weekend and holiday activity and clubs varies dependant on the provider and families will be able to use the hours flexibly to meet their needs.
- Where a child, young person or family needs more than 78 hours of short break support then the family can request a social care assessment of needs. It is considered that where more support is needed, an assessment should be undertaken to enable needs to be fully assessed and understood and to identify the best way to meet those needs.
- Parents and carers will need to apply for this offer on an annual basis.
- There will be no minimum offer, however applicants will be asked to indicate if they do not want 78 hours so another family can be allocated the hours. This will also support commissioning activity and the ongoing review and evaluation of the service and enable parents and carers to plan ahead.
- Families will be able to purchase additional Break Time hours if they want to access more than 78 hours per year and this will form part of new commissioning arrangements.
- Families will be able to request a social care assessment of need if they do not feel the new Break Time offer meets their needs.

- A limited number of hours will be protected at the beginning of each year so that eligible families who move into Lancashire will be able to receive a level of short break support during the year they move into the area. In subsequent years, it is anticipated they will apply in the usual way alongside all other families.
- The proposal of 78 hours is a short break offer that is in addition to other groups available for children and young people run by other services and organisations. Break Time is not provided as a childcare service to enable parents to work however it is acknowledged some parents have used Lancashire Break Time to enable them to work. Feedback during previous consultation and engagement activity has indicated that some parents are prepared to pay for Break Time activities to enable them to work and value the service in this respect.

It is acknowledged that the feedback from 59% of parents and carers supported a maximum offer that was more than 100 hours. However, it is not believed that this is the best way to meet the needs of children, young people and families in Lancashire, within a finite budget that needs to be targeted appropriately.

Whilst the offer of 78 hours meets the needs of 75% of families, it is acknowledged that it leaves out the 25% of families who accessed more than 78 hours of Lancashire Break Time activities in 2018-19. However, the needs of that cohort can be met in a more focused way. Firstly, it appears that of the children and young people who accessed more than 78 hours, 112 were not eligible to access the service being outside the age range or having a social care plan of support in 2018-19. For the remaining children and young people accessing more than 78 hours of support, where families do not feel the offer of 78 hours meets their needs and they need more support than this they can request a social care assessment of needs. This will enable their needs are fully assessed to enable the best way to support the needs to be identified. It is considered that where Break Time support is not sufficient to meet families' needs then a social care assessment is needed to understand this. It is worth noting that there are reports that a number of children and young people need 1:1 or 2:1 staffing in the current Lancashire Break Time service, in order to meet their needs or to manage their behaviours in a group setting. Again, the Council needs to understand why this is happening, and whether that is indicative of a wider need. It is therefore an indicator for a social care assessment. It also needs to be noted that where a family request a social care assessment of need, the assessment will explore what other support is available to meet the identified needs, including those from universal and targeted services and that a social care assessment of need may not identify a need for more than 78 hours of short breaks.

The recommendation, therefore, is that setting the maximum of hours at a level reflecting the vast majority of the usage and leaving the high-volume users to access services via a different and more controlled route, strikes the right balance.

Following Cabinet approval, Break Time commissioning activity would begin with provider engagement events arranged in 2021, to support potential providers to

understand the new offer, the council's expectations and the new commissioning arrangements, prior to the tender process starting. It is proposed Break Time is procured using two levels of assessment, with providers applying to be accepted onto an open list of approved providers and then applying to provide specific Break Time activities and groups. Services would be commissioned with approved providers informed by the applications for Break Time.

3. It is proposed that the minimum parent/carer contribution towards Break Time activities and groups is increased from £1 per hour to £2 per hour.

In considering the responses and the comments from respondents, the key points were noted:

- 60% of parents and carers and 58% of providers agreed with the proposal. 17% of parents and carers and 17% of providers disagreed with the proposal.
- Parents and carers who responded and who agreed with the proposed increase commented that they felt the increase was a fair and reasonable cost, good value for money, that they were in agreement to pay the increase for a quality service and that they would need to pay more for mainstream activities.
- Some parents and carers who responded commented that they were already contributing more for activities.
- Respondents who disagreed with the proposal commented that it was a 100% increase and that some families would be unable to afford this. Some respondents commented about the impact of the COVID-19 pandemic on the abilities of families to be able to afford the contribution.
- Some respondents queried whether the parental contribution could be means-tested. The new Break Time offer being a means-tested offer was explored as part of the workshops that formed part of the consultation in 2018 and was rejected as an option for further exploration at that time

The offer of 78 hours will require families to fund a minimum contribution of £156 per year (£2 per hour) in addition to the cost of activities and entrance fees. It is acknowledged that this will be more than families are used to contributing, but it is also considered to be a nominal amount. However, in taking into account the feedback from the consultation, it is considered that there is justification for the proposed increase to the parental contribution which has remained at this level and not been increased for more than 10 years. The £2 minimum contribution will also go directly to providers and consideration will be given to this being a form of a deposit at the time of booking a place on group activities. The purpose of this is to try to reduce the number of wasted places, which currently occurs at a financial detriment to providers, and makes management of a limited resource more difficult. Arrangements will need to be in place to minimise the impact on this for providers, and to enable the maximum attendance levels on groups and activities. This will ensure the most effective use of the Break Time offer and support forward planning for families.

4. It is proposed that the costs of specific Break Time activities, entrance fees and transport should be paid by parents/carers and not through Break Time funding.

In considering the responses and the comments from respondents the key points were noted:

- 31% of parents and carers and 54% of providers agreed with the proposal. 37% of parents and carers and 29% of providers disagreed with the proposal.
- Respondents who agreed with the proposal commented that they felt this was fair and were willing to pay these costs. Respondents commented that they would need to pay these costs for a child accessing mainstream activities or if parents and carers took their own child. It was also commented that direct payment recipients have to pay these costs.
- Respondents who disagreed with the proposals were concerned that families would not be able to afford for their children to go on trips and activities if they had to cover these costs and commented on the limited income of families with disabled children meaning these costs would be prohibitive. Respondents commented on the role of Break Time activities and providers in extending the opportunities for disabled children and providing them with experiences they otherwise would not have. Some respondents commented that they thought all activities and costs should be free

Providers are currently able to charge parents for the cost of these activities, trips and transport costs if they are on offer, and these costs are not provided for as part of Lancashire Break Time funding. It is proposed the Council will maintain this position. Commissioning for the proposed new Break Time offer would seek to secure a range of activities and clubs across the county which would include clubs and activities that do not require parents carers to contribute anything in addition to the hourly contribution, as well as those which may include transport and entrance costs.

5. It is proposed that children with a plan of care and support following a social care assessment will be able to access Break Time activities and groups through Break Time Plus. These children would not be funded by Break Time funding.

In considering the responses and the comments from respondents the key points were noted:

- 29% of parents and carers and 70% of providers agreed with the proposal. 24% of parents and carers and 26% of providers disagreed. 46% of parents and carers did not express a specific view (selecting 'neither agree/disagree' or 'don't know' as a response).
- Respondents who agreed with the proposals commented on the benefits to children of attending group activities and that children with a social care

package of support should not lose out. Respondents also commented that they would like to use direct payments flexibly to access Break Time activities.

- Some respondents commented that they agreed with the proposal if there were enough places for all children irrespective of whether they were funded through Break Time or Break Time Plus. This was also the concern of some parents and carers who disagreed with the proposal.
- Other comments from parents and carers who disagreed appear to relate to the limited information and detail provided regarding Break Time Plus and how it would work. Some providers' comments also related to wanting more detail about the proposal. Some commented that this could be a complicated model for providers, but some responses indicated strong agreement and interest in this.

It is proposed that Break Time Plus will be a separate contract to Break Time and that commissioning activity for Break Time Plus will occur after Break Time, once providers were established and the service delivery has started. Children accessing Break Time Plus will not impact access to activities through the Break Time hours.

Where children and young people access groups and activities through Break Time Plus, in line with arrangements for Break Time, parents and carers will also be required to provide a minimum contribution of £2 per hour and fund the cost of any activities, entrance fees and transport. This would be subject to restrictions on charging for services under Section 29, Children Act 1989, dependant on circumstances around financial means and benefit entitlement.

It is anticipated some providers may only wish to provide Break Time activities not both. Families who have a social care package of support and who wish to access Break Time Plus, once commissioned, may need a reassessment of their needs before accessing Break Time Plus. Break Time Plus is intended to offer another option to meet the short break needs of children and young people and their families. Break Time Plus may be identified as able to meet all assessed short break needs of a child or young person or may be accessed in addition to other types of short breaks.

6. It is proposed that that the allocation of a Break Time Offer is prioritised for children with an education, health and care plan by date order of application.

In considering the responses and the comments from respondents the key points were noted:

- 40% of parents and carers and 42% of providers agreed with the proposal. 36% of parents and carers and 30% of providers disagreed with the proposal.
- Respondents who agreed with the proposal felt that this was fair and that children with an education, health and care plan were most in need of the service and should therefore be prioritised.

- There were a greater number of comments shared by parents and carers who disagreed with the proposal. Comments from respondents who disagreed felt that some children who did not have an education, health and care plan were more in need of access to Break Time support than those that did and that getting an education, health and care plan was a lengthy process. Some comments related to prioritising access based on assessment and taking into account the needs of a child and family. Others commented that the proposals were not fair and that children without an education, health and care plan would benefit from Break Time activities. One respondent commented that an education, health and care plan is about the child and short breaks are about the whole family's circumstances.
- Some respondents who disagreed with the proposal did not feel allocation of a Break Time offer should be prioritised by date order of application, as this disadvantages parents and carers experiencing difficulties and those who struggle to complete forms.

Break Time is a service to meet the needs of parents and carers and children and young people. It is a service which is accessed without an assessment. An education, health and care plan involves an assessment of need. Break Time services need to be provided within a budget and it needs to be prioritised to support those most in need where demand exceeds the availability of the service. There also needs to be a way of ensuring access to this service is as fair as possible, where there is greater demand than availability. Taking this into account and considering the comments provided by respondents, it is proposed that there is a change to the proposal above. It is proposed that the allocation of a Break Time offer to those children who meet the criteria, is prioritised by date order of application only, where demand for a Break Time offer exceeds the availability of the service. Where families do not receive Break Time hours because of a late application, these will be prioritised the following year.

It is being proposed that parents and carers will need to provide information about their child or young person's needs, including information that confirms eligibility for the Break Time offer. This might include confirmation from a health professional or education provider that a child has a special educational needs and/or a disability. This will ensure only children and young people who meet the criteria can access the service.

The Council will also retain a discretion to provide services, and to re-prioritise an application outside this principle (for example, where a family's needs are particularly acute may be grounds for exercising this discretion). However, this will be exceptional. Those with acute needs, for example, should be able to access support and service following a social care assessment of need.

Recommendations

The recommendations below are made in order to provide a short break service which it is believed will better meet the needs of children, young people and their families and ensure the Council fulfils its statutory duties to provide a sufficiency of short breaks in Lancashire. The proposed new short break offer will involve the

recommissioning of short break services which will provide a range of day time and night time short breaks. This will include short breaks provided to meet the assessed needs of children, young people, parents and carers and families holistically as part of a social care plan of care and support; crisis short breaks and short breaks which can be accessed without a social care assessment of need (Break Time). These short break services will be commissioned to take place in a range of settings including specialist venues, community settings and the homes of children and young people.

The proposed new model of Break Time short breaks has fully considered feedback from parents, carers, children and young people and short break providers, gathered as part of the process of reviewing and redesigning the short break service in Lancashire. The new Break Time offer strikes a better balance and is better targeted to those who have been using the service. It should provide a more equitable unassessed short break offer across Lancashire with an offer of 78 hours per year for each eligible child or young person which can be used flexibly across the year. In addition, families will be able to add to this offer and purchase additional hours from providers if needed.

Where families do not feel the offer of 78 hours meets their needs and that they require more support, they can request a social care assessment of needs. Those families who have accessed higher levels of Lancashire Break Time activities are not therefore excluded from accessing support but may need a social care assessment to ensure their needs are fully assessed and understood. Where a family request a social care assessment of need, the assessment will explore what other support is available to meet the identified needs, including from universal and targeted services and therefore a social care assessment of need may not identify a need for more than 78 hours of Break Time activities.

The eligibility criteria for Break Time has not been significantly changed from the eligibility criteria under which children and young people could access Lancashire Break Time. However, it has been explained in a way which is believed to be clearer. The Break Time eligibility criteria will be consistently applied through the annual application process, ensuring access to the service is only by children and young people who fit the criteria. This application process and the monitoring of the service following implementation will ensure that the Break Time resource is targeted appropriately.

However, in recognising the benefits that Break Time groups and activities can provide children and young people, and that the Break Time criteria excludes some children who would benefit from these activities and groups but who are looked after or who receive short breaks through a social care plan of support, the proposed new Break Time Plus service is intended to enable children and young people to access a group activity or club, funded through their social care plan, providing an enhanced level of choice and flexibility for families in how their needs are met.

Commissioning arrangements for Break Time and Break Time Plus and the increased parent carer financial contribution will support providers to meet the needs of children and young people more effectively and provide a better quality service, enabling providers to invest in staffing, training and facilitating forward planning.

The new application process and commissioning arrangements for Break Time will enable the Council to have a clearer understanding of the needs of children and young people attending Break Time short breaks and geographically, where this need is, supporting more effective commissioning and the targeting of the short break service

It should be emphasised that it is not possible to predict precisely what attendance will be at Lancashire Break Time, given the present unique circumstances arising out of the pandemic. The use of the service will therefore be kept under careful review. The impact of the COVID-19 pandemic and government guidance, as well as the individual circumstances of providers and families will have a significant impact on what can be provided and what families are willing and able to access. Over 2021-22 until the new Break Time offer commences, commissioning of Lancashire Break Time will endeavour to commission a range of short breaks which will meet the needs of children, young people and families whilst taking into account government guidelines. The feedback from children and young people in the consultation will be considered in the activities commissioned. The review will examine any projected underspend as soon as it is identified, as well as any projected short fall in the reach of the service. Significant changes in the demand and cost of the service will be reported to Cabinet in the quarterly Money Matters reports.

The new criteria for Break Time will mean that some children who would have been able to access Lancashire Break Time will not be able to access the new offer. These will be children aged 4 and under and young people over 18 years old. There are other services targeted at meeting the needs of these children, young people and their families. For the children and young people who have been accessing a high number of Lancashire Break Time activities who will not be able to access Break Time activities to the same extent, families can request a social care assessment of needs if they feel the offer of 78 hours does not meet their needs. The arrangements for applying for Break Time will ensure that children and young people who do not meet the criteria are not able to access the service, ensuring the service is targeted towards those whose needs it is designed to meet. The application process will also support the collection of data and a better understanding of the needs of children and young people, enabling better commissioning of the service going forward.

In summary, therefore, the redesigned Break Time service should be better directed towards those for whom it is intended. Families with children and young people accessing the highest number of hours will need to consider whether they feel they need a social care assessment of needs if they need more than the 78 hour Break Time offer. There may be a cost to this as it may lead to an increase in the number of social care assessments and support required following this. It is also intended that there will be other improvements to the service with a reduction in wasted places. The Break Time service has been historically underspent, and the Council wishes to bring that to an end to ensure the Break Time service most effectively meets needs.

Break Time

Eligibility to access Break Time:

- Children will be able to access Break Time from the start of the academic year (September) in which they turn age 5 to the end of the academic year in which they turn 18 (July).
- Parents and carers will need to demonstrate that their child or young person has special educational needs and/or disabilities meaning they are unable to access universal services and activities; and the parent and carers are in receipt of child benefit for that child or young person.
- Children will live in Lancashire (excluding Blackburn with Darwen and Blackpool council areas).
- Children are not eligible to attend Break Time if:
 - They are looked after children and live with their parents, in a foster family or in a children's home (however children living with special guardians or someone who is in receipt of carers allowance for that child, are eligible)
 - They have had a social care assessment and receive Day Time or Night Time short breaks following this, through a social care plan of support.
 - They attend a residential school or receive short breaks as part of school support to families.
- Each eligible child or young person can access up to 78 hours of Break Time activity within a year.
- Families can purchase additional Break Time hours if required and this will form part of new commissioning arrangements from September 2022.
- Families can request a social care assessment of need if they do not feel the new Break Time offer meets their needs.
- The allocation of a Break Time offer to those children who are eligible will be prioritised by date order of application where demand for a Break Time offer exceeds the availability of the service. Where families do not receive Break Time offer in one year they will be prioritised the following year.
- There will be a minimum contribution towards Break Time by families of £2 per hour. This is in addition to any specific costs for activities, entrance fees or transport costs to activities which will not be provided through Council funding.
- Subject to Cabinet approval, Break Time commissioning activity will begin with the new Break Time Service to start on 1 April 2022.

- Subject to Cabinet approval, it is proposed that commissioning activity for **Break Time Plus** will start once Break Time was established, to start by 1 September 2022.

Day Time and Night Time Short Breaks

- It is proposed that Lancashire's new Short Break Offer will provide **Break Time, Day Time** and **Night Time** short breaks alongside the Early Help Offer for children with special educational needs and disabilities, and other activities provided by various charities and organisations across Lancashire.
- It is proposed that there will be no changes to how children and families access Day Time and Night Time short breaks. These will be accessed through a social care assessment of need.
- Day Time and Night Time short breaks, along with personal care support will be recommissioned, with commissioning activity to begin following Cabinet approval. Contracts will be awarded to approved providers in 2021.

Implications

This item has the following implications, as indicated.

Risk Management

Local authorities must ensure that they meet statutory duties in relation to the provision of short breaks for children and young people with special educational needs and disabilities and their parents and carers. Key statutory duties are outlined within this report and have been outlined in previous Cabinet reports. The proposed new short break offer ensures Lancashire County Council meets its legal duties in relation to short breaks, including the sufficiency of short breaks. The new short break offer has been formulated following a significant period of consultation with parents, carers, children young people and short break providers and aimed at providing a more equitable short break offer across Lancashire in relating to unassessed short break, a better quality offer and an offer which supports forward planning for families and provides more flexibility and better meets need.

Should families feel they need more than the 78 hour Break Time offer, they can purchase more hours. Should they feel the offer does not meet their needs, they can request a social care assessment of need.

Should the recommendations not be approved, there is a risk that there will not be sufficiency of provision in relation to short breaks across Lancashire and that the short break offer will as effectively meet the needs of children, young people and families across Lancashire. This may result in an increase in requests for social care assessments of need. There is also the risk that the resource identified for short breaks will not deliver best value for money.

Financial

Following a decision on 12 March 2020, Cabinet approved funding for Lancashire Break Time of £765,000 from reserves in 2020/21 and for the same amount to be built in the Medium Term Financial Strategy from 2021/22. At its meeting on 11 February 2021 Full Council approved a budget of £765,000 for 2021/22.

Financial modelling has been undertaken based on data sets from 2018/19 and 2019/20 to provide the best estimates over a range of hourly rates that may be tendered, a range of demand estimates including other forms of short break provisions for eligible children and young people.

This has resulted in the below proposals:

- A core offer of 78 hours per annum, per child and young person;
- Parental contribution of £2 an hour per child and young person;
- 2018/19 take up level of 1,204 children and young people which includes a 36% increase in uptake of the new offer (based on the 434 children and young people out of the 1,204 attendees who were not eligible in that period but attended)
- Demand level to be reviewed during and following first year of implementation.

The procurement process will allow providers to tender a single hourly rate for different services across the county and whilst the Authority may set a ceiling rate, a range of bids below that level, reflecting a competitive process, are anticipated. In addition to the cost uncertainty, the level of demand is also difficult to estimate. Wider promotion of the service and the introduction of a more streamlined registration process and commissioning approach are expected to increase take up compared to previous years. The new service is expected to have some impact on the demand for assessed short breaks.

To enable the service to meet the needs of children and young people more effectively young people and a better-quality service, Cabinet are asked to approve a budget of £1.174m from April 2022 when implementation is planned to commence. This is an additional £409,000 required to provide the above offer of a maximum of 78 hours per year, per child and young person. The funding required to deliver the reshaped offer outlined in this report is difficult to quantify with certainty at this stage. The service will be accessed in accordance with the eligibility and priority criteria set out earlier in this report and approvals will be contained within the agreed budget envelope.

Regular monitoring will be undertaken to ensure that any projected variances resulting from either lower or higher than anticipated take up or lower or higher charges are highlighted as soon as it is identified. The impact of the new service on the number of requests for assessed short breaks will also be reviewed regularly. Significant changes in the demand and cost of the service will be reported to Cabinet in the quarterly Money Matters reports.

Equality and Cohesion

An Equality Impact Analysis has been completed and is set out at Appendix 'D'. This describes in full, the impact of the recommendations contained within this report. The recommendations will impact on both age (children and young people) and disability as protected characteristics. Cabinet is asked to consider the Equality Analysis in full to be able to carry out their Section 149 Equality Act requirement to give "due regard" to the equality impact of this proposal.

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A

Review and Redesign of Lancashire's Short Break Service: Summary of responses to the consultation questionnaires for parents and carers (September to October 2020) and short break providers (November 2020)

Features of the proposed new short break offer

The differences between the current Lancashire Break Time offer and the proposed new Break Time offer that was the subject of the consultation are outlined below:

Current offer – Lancashire Break Time	Proposed new offer - Break Time
<p>Lancashire Break Time provides group activities which provide a short break for parents and carers.</p>	<p>Break Time activities provide an opportunity for a short break for parents, carers, families and children and young people through children and young people being part of a group activity.</p>
<p>Eligibility criteria for Lancashire Break Time</p> <p>A child or young person must:</p> <ul style="list-style-type: none"> • be living with an unpaid carer; • be aged between 4 to 18 years; • living in Lancashire, excluding Blackburn with Darwen and Blackpool; • find it difficult to access universal services due to sensory issues, learning difficulties and/or physical mobility problems; • not be in receipt of an assessed social care outreach package. 	<ul style="list-style-type: none"> • Children will be able to access Break Time from the start of the academic year (September) in which they turn age 5 to the end of the academic year in which they turn 18 (July) • Children will have special educational needs and/or disabilities and be unable to access universal services and activities. • Children will live in Lancashire (excluding Blackburn with Darwen and Blackpool council areas) • A child is eligible to attend Break Time if: <ul style="list-style-type: none"> - Parents or carers are in receipt of child benefit for a child - Parents or carers receive a carers allowance for a child • Children are not eligible to attend Break Time if: <ul style="list-style-type: none"> - They are looked after children and live with their parents, in a foster family or in a children's home

	<ul style="list-style-type: none"> - They have had a social care assessment and receive Day Time or Night Time short breaks following this, through a Child's Plan (social care plan of support). - They attend a residential school or receive short breaks as part of school support to families
<p>Children are able to access as many Lancashire Break Time activities and groups as they wish (subject to availability)</p>	<p>Children will be able to access a Break Time activities and groups of between 10 and 50 hours a year.</p> <p>The Short Break review identified that more than 60% of children attended fewer than 50 hours of Lancashire Break Time activities.</p> <p>Families will be able to purchase additional hours of Break Time activities if they want to access more than the maximum offer of 50 hours and this will form part of the new commissioning arrangements.</p> <p>If families do not feel the Break Time offer meets their needs then they can request a social care assessment of need.</p>
<p>There is a minimum parental contribution of £1 per hour towards Lancashire Break Time activities (paid directly to the activity provider) in addition to the cost of specific trips/activities.</p>	<p>It is proposed that the minimum parent carer contribution to Break Time activities is increased from £1 to £2 per hour, paid directly to the provider.</p> <p>The minimum parent carer contribution would be in addition to any specific costs of activities, entrance fees or transport to or as part of Break Time activities. These costs would not be funded through Break Time funding (currently the costs of specific trips, activities and transport costs are not provided as part of funding to providers).</p>

<p>Activities are arranged directly by parents and carers with individual providers who have a contract with Lancashire County Council to provide Lancashire Break Time activities.</p>	<p>Families will apply to Lancashire County Council for Break Time hours once a year by a set date.</p> <p>Families can choose which provider/providers they wish their child to attend activities and groups with, though how many providers can be chosen may need to be limited to enable providers to effectively deliver these.</p> <p>Break Time funding will be given directly to the provider/providers in advance, giving an increased level of financial security for providers which will support them to plan ahead and invest in arrangements, staffing and training. This will also help families to plan ahead.</p>
<p>No clear, transparent, consistent system of allocating places on Lancashire Break Time activities and groups. Providers have their own processes for allocating places.</p>	<p>It is proposed that applications and the allocation of a Break Time offer will be prioritised for children with an education, health and care plan by date order of application. This will enable children with the greatest levels of need and who are least likely to be able to access universal services and activities to be supported through Break Time.</p>

Responses

The majority of respondents were from households with children/young people in their household of primary age (43%) or secondary school age (48%). 33% of responses were from people who were currently using Lancashire's short break service, 28% were from people who had previously used it but were not currently using the service and 29% were from people who had not used the service before.

Respondents were provided with statements highlighting the key aspects of the proposal and were asked how strongly they agreed or disagreed with each statement and to provide why they felt that way for each statement:

1. The proposed age range for access to Break Time activities is 5 to 18 years old. A child would be able to attend from the start of the academic year (September) in which they turn age 5 to the end of the academic year in which they turn 18 (July).

	Parents and carers (%)	Providers (%)
Strongly agree	36	44
Tend to agree	33	16
Neither agree or disagree	13	8
Tend to disagree	9	16
Strongly disagree	4	16
Don't know	4	-

2. It is proposed that a child can attend a minimum of 10 hours and a maximum of 50 hours of activities or groups per year as part of the Break Time Offer.

	Parents and carers (%)	Providers (%)
Strongly agree	16	17
Tend to agree	15	4
Neither agree or disagree	17	4
Tend to disagree	17	29
Strongly disagree	28	46
Don't know	7	-

The questionnaire for parents and carers also asked an additional question and the feedback from 63 respondents was:

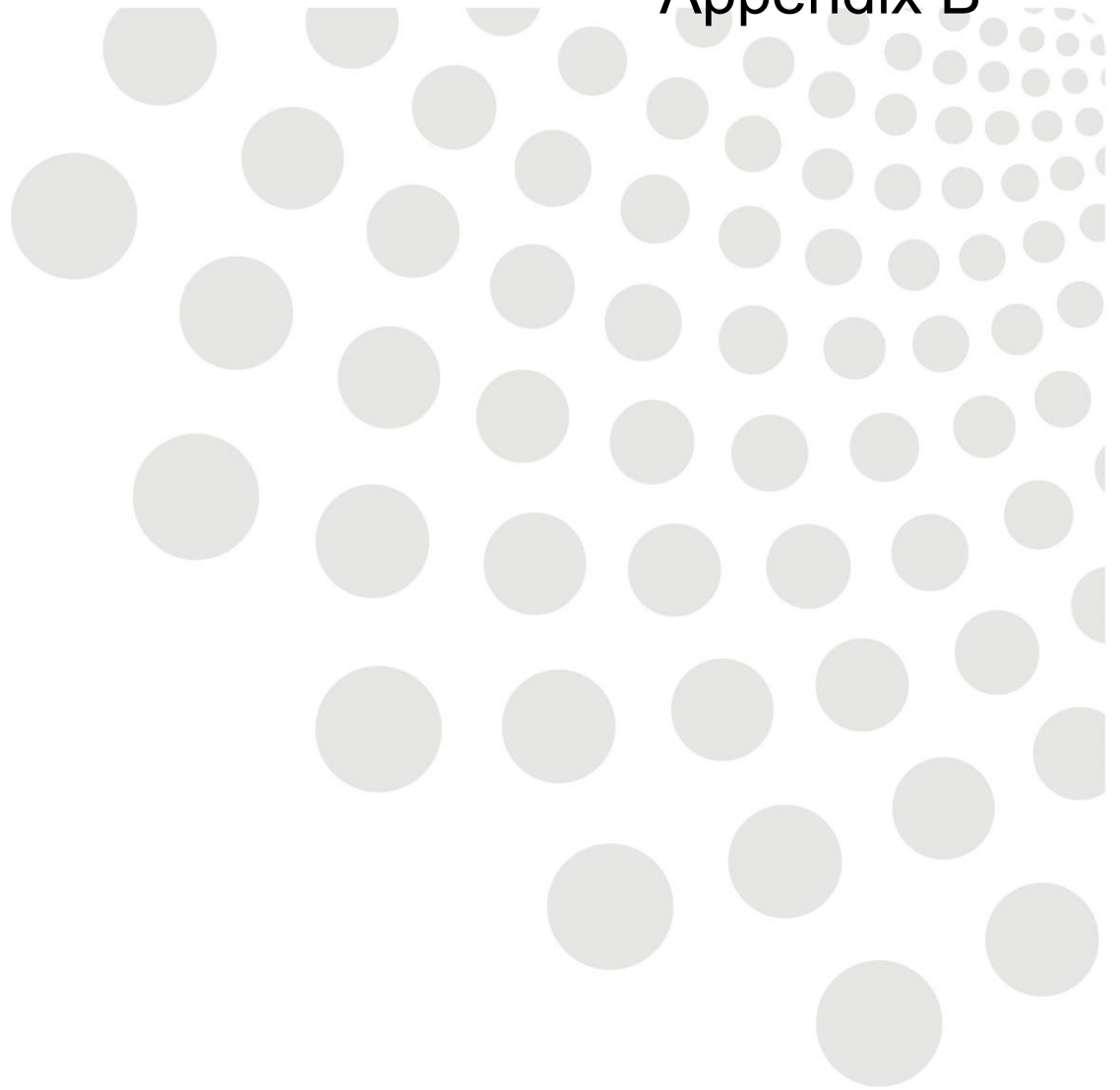
If you disagree with the proposal what do you think the maximum number of hours a year should be?	
Number of hours	Respondents (%)
Up to 60	2
Up to 70	2
Up to 80	3
Up to 90	2
Up to 100	22
More than 100	59
Don't know	11

3. It is proposed that the minimum parent/carers contribution towards Break Time activities and groups is increased from £1 per hour to £2 per hour.		
	Parents and carers (%)	Providers (%)
Strongly agree	28	29
Tend to agree	32	29
Neither agree or disagree	19	25
Tend to disagree	10	13
Strongly disagree	7	4
Don't know	3	-

4. It is proposed that the costs of specific Break Time activities, entrance fees and transport should be paid by parents/carers and not through Break Time funding.		
	Parents and carers (%)	Providers (%)
Strongly agree	12	29
Tend to agree	19	25
Neither agree or disagree	26	13
Tend to disagree	14	8
Strongly disagree	23	21
Don't know	7	4

5. It is proposed that children with a plan of care and support following a social care assessment will be able to access Break Time activities and groups through Break Time Plus. These children would not be funded by Break Time funding.		
	Parents and carers (%)	Providers (%)
Strongly agree	12	44
Tend to agree	17	26
Neither agree or disagree	29	4
Tend to disagree	7	9
Strongly disagree	17	17
Don't know	17	-

6. It is proposed that that the allocation of a Break Time Offer is prioritised for children with an education, health and care plan by date order of application.		
	Parents and carers (%)	Providers (%)
Strongly agree	17	17
Tend to agree	23	25
Neither agree or disagree	16	21
Tend to disagree	18	17
Strongly disagree	18	13
Don't know	8	8



Review and redesign of Lancashire's short break offer – parent and carer consultation

Consultation report – 2021

www.lancashire.gov.uk





Mike Walker, Hanif Patel and Melissa Sherliker

January 2021

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

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1. Executive summary

This report summarises the response to Lancashire County Council's consultation on the proposal to review and redesign Lancashire's Short Break offer.

The consultation ran for six weeks between 1 September and 14 October 2020, using a self-completion questionnaire to gather feedback on the proposal. Both a paper and online option of the questionnaire were circulated and made available for completion. An electronic version of the consultation questionnaire was also available online at www.lancashire.gov.uk.

A total of 205 responses were received.

Previous feedback received from parents, carers, short break providers and children and young people as part of the review and redesign of Lancashire's Short Break Offer has informed the design of the new proposed Short Break Offer.

1.1 Key findings

1.1.1 The children respondents care for

- Almost half (48%) of respondent households said that they had a child aged 11-16 with special educational need and/or disability and just over two-in-five (43%) respondent households has a child age 6-10 with special educational need and/or disability.

1.1.2 Use of short break services

- A third (33%) of respondents currently use a short break service, and just over a quarter (28%) have previously used a service but are not currently using.
- Respondents who currently use or have previously used Lancashire's Short Break service were then asked what type of short break service they had used. Of these respondents, almost three-fifths (59%) used the Lancashire Break Time activities service and one-in-nine respondents (11%) used the day time short breaks service.

1.1.3 Respondents' views on the proposals

It is proposed that the age range for access to Break Time activities is 5 to 18 years old. A child would be able to attend from the start of the academic year (September) in which they turn age 5 to the end of the academic year in which they turn 18 (July).

- Just over a third (36%) of respondents strongly agreed with the proposal and a third (33%) of respondents tend to agree with the proposal.

It is proposed that a child can attend a minimum of 10 hours and a maximum of 50 hours of activities or groups per year as part of the Break Time offer.

- Almost three-in-ten (28%) respondents strongly disagreed with the proposal. Four-in-ten (40%) of current users and the same proportion of previous users strongly disagreed with the proposal.
- Respondents who disagreed with the proposed minimum and maximum hours, were asked what they thought the maximum number of hours per year should be. Almost three-in-five (59%) of respondents thought the maximum should be more than a 100 hours per year.

It is proposed that the minimum parent/carers contribution towards Break Time activities and groups is increased from £1 per hour to £2 per hour.

- Almost one-in-three (28%) respondents strongly agreed with the proposal and almost a third (32%) tend to agree with the proposal.

It is proposed that the costs of specific Break Time activities, entrance fees and transport should be paid by parents/carers and not through Break Time funding.

- About one-in-three (31%) respondents strongly or tend to agree with the proposal and almost two-in-five (37%) respondents disagreed with the proposal. Current users were more likely to agree with the proposal (39%) and less likely to disagree (29%).

It is proposed that children with a plan of care and support following a social care assessment will be able to access Break Time activities and groups through Break Time Plus. These children would not be funded by Break Time funding.

- Almost one-in-three (29%) respondents either strongly or tend to agree with the proposal and almost a quarter (24%) strongly or tend to disagree with the proposal. Current users were more likely to agree with the proposal (35%) and were also more likely to disagree with the proposal (29%).

It is proposed that the allocation of a Break Time offer is prioritised for children with an education, health and care plan by date order of application.

- Two-in-five (40%) respondents either strongly or tend to agree with the proposal and just over a third (36%) strongly or tend to disagree with the proposal. Previous users were more likely to disagree with the proposal (51%).

2. Introduction

The consultation was for all parents and carers of children and young people with special educational needs and disabilities (SEND) who are currently using Lancashire's Short Break Service, have used it in the past or who haven't used it before.

Throughout the consultation the words child or children are used to mean children and young people up to the age of 18.

Our current Short Break Offer for children with SEND

The Short Break Offer in Lancashire consists of activities and services that can be accessed by children with SEND and their families if children meet certain eligibility criteria. These activities and services can be accessed without a social care assessment of need. These include inclusive activities, groups and events specifically for children and young people with SEND which form part of the Early Help Offer; and Lancashire Break Time.

The Short Break Offer also includes support and services which can only be accessed through social care assessment of need.

Lancashire Break Time provides group activities which are aimed at providing a short break for parents and carers.

Day Time short breaks can be provided in the family home, in the community or in other places. Day Time short breaks may be funded through a personal budget (Direct Payments) or commissioned by Lancashire County Council from a short break provider.

Night Time short breaks can be provided in the family home, a specialist short break children's home, by foster carers or in the home of short break carers. Night Time short breaks may be funded through a personal budget (Direct Payments) or commissioned from a short break provider or carers.

Proposed new Short Break Offer

It is proposed that our new Short Break Offer will provide **Break Time**, **Day Time** and **Night Time** short breaks alongside the Early Help Offer for children with SEND and other activities provided by various charities and organisations across Lancashire.

It is proposed that there will be no changes to how children and families access Day Time and Night Time short breaks.

Contracts for Break Time activities will be recommissioned and a different approach taken to improve how we meet needs, provide quality support, choice, value for money and a more consistent offer across the county.

The proposed changes to the Short Break Offer that form part of this consultation relate to the Short Break Offer that can be accessed without a social care

assessment of need. This is currently called Lancashire Break Time. In the new offer it will be called **Break Time**.

Proposed Break Time Offer

It is proposed that the criteria and process for accessing **Break Time** activities is changed to make sure access to Break Time is fair, clear and transparent. The Short Break Review identified significant differences in the amount of hours some children were accessing across Lancashire. It also identified that some children who didn't fit the criteria were attending Lancashire Break Time.

Current offer – Lancashire Break Time	Proposed new offer - Break Time
<p>Lancashire Break Time provides group activities which provide a short break for parents and carers.</p>	<p>Break Time activities provide an opportunity for a short break for parents, carers, families and children and young people through children and young people being part of a group activity.</p>
<p>Eligibility criteria for Lancashire Break Time</p> <p>A child or young person must:</p> <ul style="list-style-type: none"> • be living with an unpaid carer; • be aged between 4 to 18 years; • living in Lancashire, excluding Blackburn with Darwen and Blackpool; • find it difficult to access universal services due to sensory issues, learning difficulties and/or physical mobility problems; • not be in receipt of an assessed social care outreach package. 	<ul style="list-style-type: none"> • Children will be able to access Break Time from the start of the academic year (September) in which they turn age 5 to the end of the academic year in which they turn 18 (July) • Children will have special educational needs and/or disabilities and be unable to access universal services and activities. • Children will live in Lancashire (excluding Blackburn with Darwen and Blackpool council areas) • A child is eligible to attend Break Time if: <ul style="list-style-type: none"> - Parents or carers are in receipt of child benefit for a child - Parents or carers receive a carers allowance for a child • Children are not eligible to attend Break Time if: <ul style="list-style-type: none"> - They are looked after children and live with their parents, in a foster family or in a children's home - They have had a social care assessment and receive Day Time or Night Time short breaks following this, through a

	<p>Child's Plan (social care plan of support).</p> <ul style="list-style-type: none"> - They attend a residential school or receive short breaks as part of school support to families
<p>Children are able to access as many Lancashire Break Time activities and groups as they wish (subject to availability)</p>	<p>Children will be able to access a Break Time activities and groups of between 10 and 50 hours a year.</p> <p>The Short Break review identified that more than 60% of children attended fewer than 50 hours of Lancashire Break Time activities. 1% of children attended more than 400 hours of activities. A maximum of 50 hours Break Time Offer should meet the majority of children and families' needs within the budget provided for Break Time activities.</p> <p>Families will be able to purchase additional hours of Break Time activities if they want to access more than the maximum offer of 50 hours and this will form part of the new commissioning arrangements.</p> <p>If families do not feel the Break Time offer meets their needs then they can request a social care assessment of need.</p>
<p>There is a minimum parental contribution of £1 per hour towards Lancashire Break Time activities (paid directly to the activity provider) in addition to the cost of specific trips/activities.</p>	<p>It is proposed that the minimum parent carer contribution to Break Time activities is increased from £1 to £2 per hour, paid directly to the provider.</p> <p>The minimum parent carer contribution would be in addition to any specific costs of activities, entrance fees or transport to or as part of Break Time activities. These costs would not be funded through Break Time funding.</p>
<p>Activities are arranged directly by parents and carers with individual providers who have a contract with Lancashire County Council to provide Lancashire Break Time activities.</p>	<p>Families will apply to Lancashire County Council for Break Time hours once a year by a set date.</p> <p>Families can choose which provider/providers they wish their child</p>

	<p>to attend activities and groups with, though how many providers can be chosen may need to be limited to enable providers to effectively deliver these.</p> <p>Break Time funding will be given directly to the provider/providers in advance, giving an increased level of financial security for providers which will support them to plan ahead and invest in arrangements, staffing and training. This will also help families to plan ahead.</p>
<p>No clear, transparent, consistent system of allocating places on Lancashire Break Time activities and groups. Providers have their own processes for allocating places.</p>	<p>It is proposed that applications and the allocation of a Break Time offer will be prioritised for children with an education, health and care plan by date order of application. This will enable children with the greatest levels of need and who are least likely to be able to access universal services and activities to be supported through Break Time.</p>

Other information about the proposed new Short Break Offer

It is proposed that children who receive short breaks through a Child's Plan following a social care assessment may be able to access Break Time activities as part of their plan. This is because this may benefit them more than having support on a 1:1 basis with an adult. This would be funded through their plan and not through Break Time funding. It is proposed to call this Break Time Plus. How this would work would be explored with providers as part of the new commissioning arrangements.

The Local Offer and Facebook advertise activities and groups for parents and carers of children under the age of 5. There is also information on the Local Offer about child care for children with SEND. If parents and carers of children under 5 feel they need a short break then they may wish to request a social care assessment of need to consider how their need for a short break can be best met.

For young people aged 18, the Local Offer contains information about accessible and inclusive activities. If young people have had an adult social care assessment of need and receive support following this, short breaks may be provided as part of this.

The specific detail about how parents and carers would apply for a Break Time offer, how families could purchase additional Break Time hours and how much this would cost, how the Break Time Plus offer would work and other details will not be able to be confirmed until the final decision on the new Short Break offer is agreed by Cabinet.

The responses to this consultation will be used to make final recommendations to Cabinet about the new Short Break Offer for children and young people with SEND.

Timescales

This six week consultation will start on Tuesday 1 September 2020 and finish on 14 October 2020.

3. Methodology

A self-completion questionnaire was used to gather feedback on the proposal. Respondents had the option to complete and submit the questionnaire either online or by paper-based questionnaire (a prepaid envelope was provided for postal return). An electronic version of the consultation questionnaire was also available online at www.lancashire.gov.uk.

To explore opinions on specific aspects of the proposal respondents were provided all the above information with links to full details on all aspects of the proposal.

In the questionnaire respondents were provided the following statements highlighting the key aspects of the proposal

- The proposed age range for access to Break Time activities is 5 to 18 years old. A child would be able to attend from the start of the academic year (September) in which they turn age 5 to the end of the academic year in which they turn 18 (July).
- It is proposed that a child can attend a minimum of 10 hours and a maximum of 50 hours of activities or groups per year as part of the Break Time Offer.
- It is proposed that the minimum parent/carers contribution towards Break Time activities and groups is increased from £1 per hour to £2 per hour.
- It is proposed that the costs of specific Break Time activities, entrance fees and transport should be paid by parents/carers and not through Break Time funding.
- It is proposed that children with a plan of care and support following a social care assessment will be able to access Break Time activities and groups through Break Time Plus. These children would not be funded by Break Time funding.
- It is proposed that the allocation of a Break Time Offer is prioritised for children with an education, health and care plan by date order of application.

Respondents were asked how strongly they agreed or disagreed with each statement and then asked to provide why they felt that way for each statement.

The questionnaire was published on the Local Offer website, Local Offer Facebook page and through the FIND database. It was also promoted through the Parent Carer Forum, POWAR participation group, schools, through Lancashire County Council and short break providers.

The fieldwork ran for six weeks between 1 September and 14 October 2020. A total of 205 questionnaires were returned.

3.1 Limitations

The findings presented in this report cannot be assumed to be fully representative of the views of all residents of Lancashire nor all users and stakeholders of Lancashire's Short Break Services. They should only be taken as reflecting the views of people who were made aware of the consultation and who, given the opportunity, willingly responded.

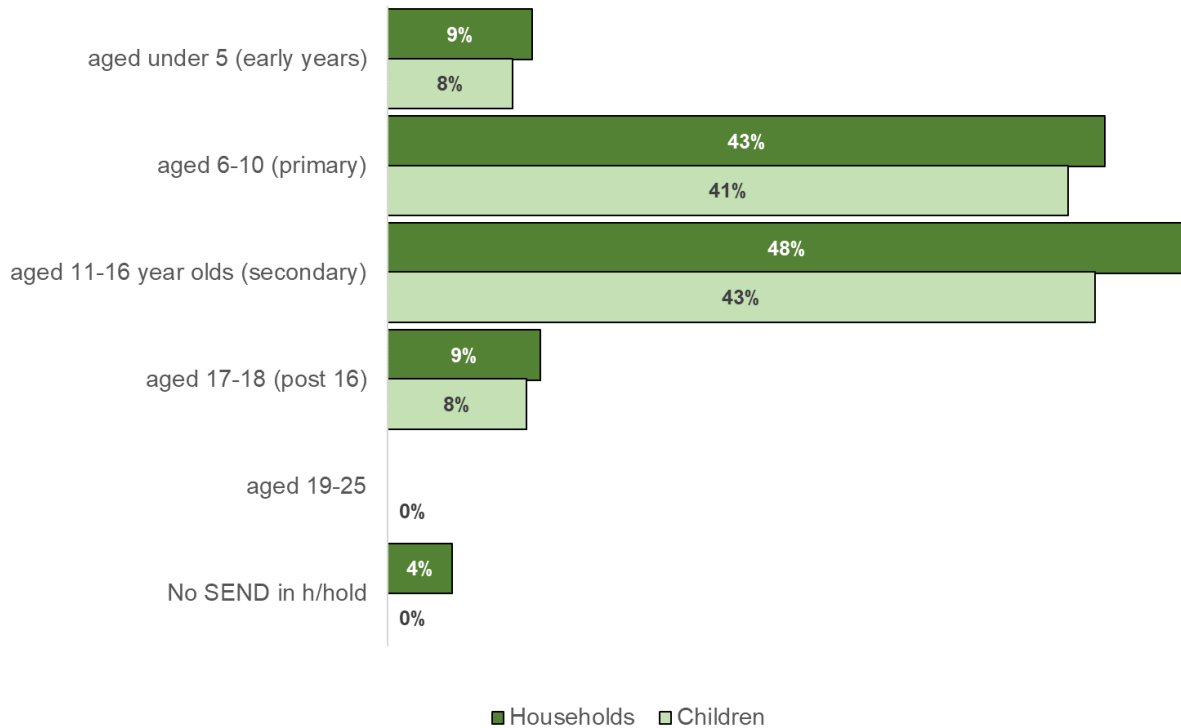
In charts or tables where responses do not add up to 100%, this is due to multiple responses, non-responses or computer rounding.

4. Main findings

4.1 The children respondents care for

Respondents were first asked how many children in their household have a special educational need and/or disability. Almost half (48%) of respondent households said that they had a child aged 11-16 with special educational need and/or disability (SEND) and just over two-in-five (43%) respondent households has a child age 6-10 with a special educational need and/or disability.

Chart 1 - How many children in your household have a special educational need and/or disability?

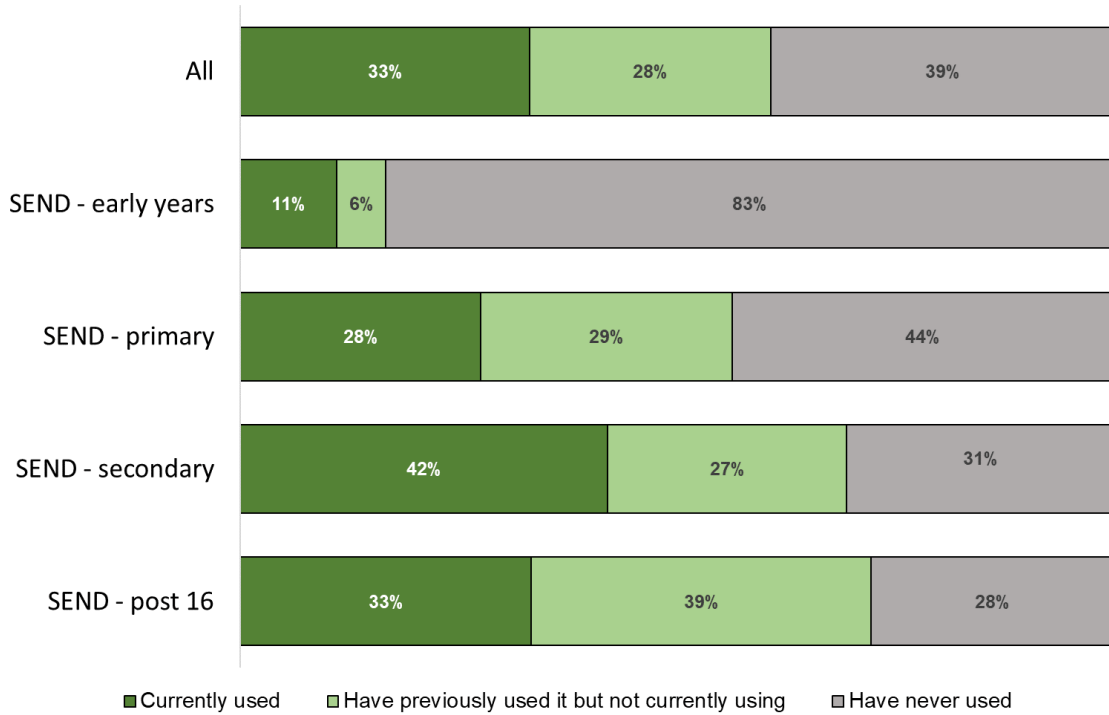


Base: number in households (205), number of children (250)

4.2 Use of short break services

Respondents were then asked about their use of short break services. A third (33%) of respondents currently use a short break service, and just over a quarter (28%) have previously used a service but are not currently using.

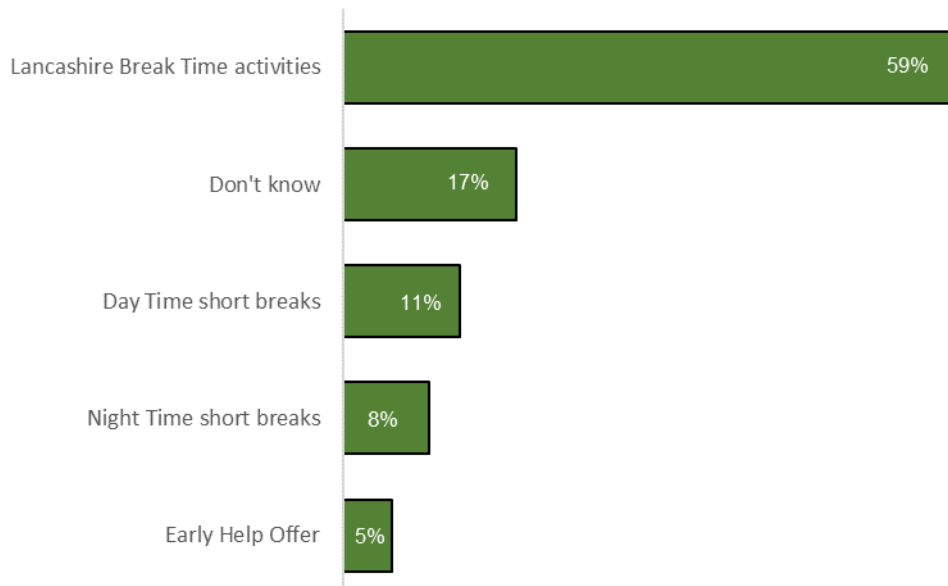
Chart 2 - Do you, your family or your children currently use or have previously used Lancashire's Short Break service?



Base: All (203)

Respondents who currently use or have previously used Lancashire's Short Break service were then asked what type of short break service they had used. Of these respondents, almost three-fifths (59%) used the Lancashire Break Time activities service and one-in-nine respondents (11%) used the day time short breaks service.

Chart 3 - If you currently use or have previously used Lancashire's short break service, what type of short break service have you used?



Base: respondents who currently use or have previously used a short break service (168)

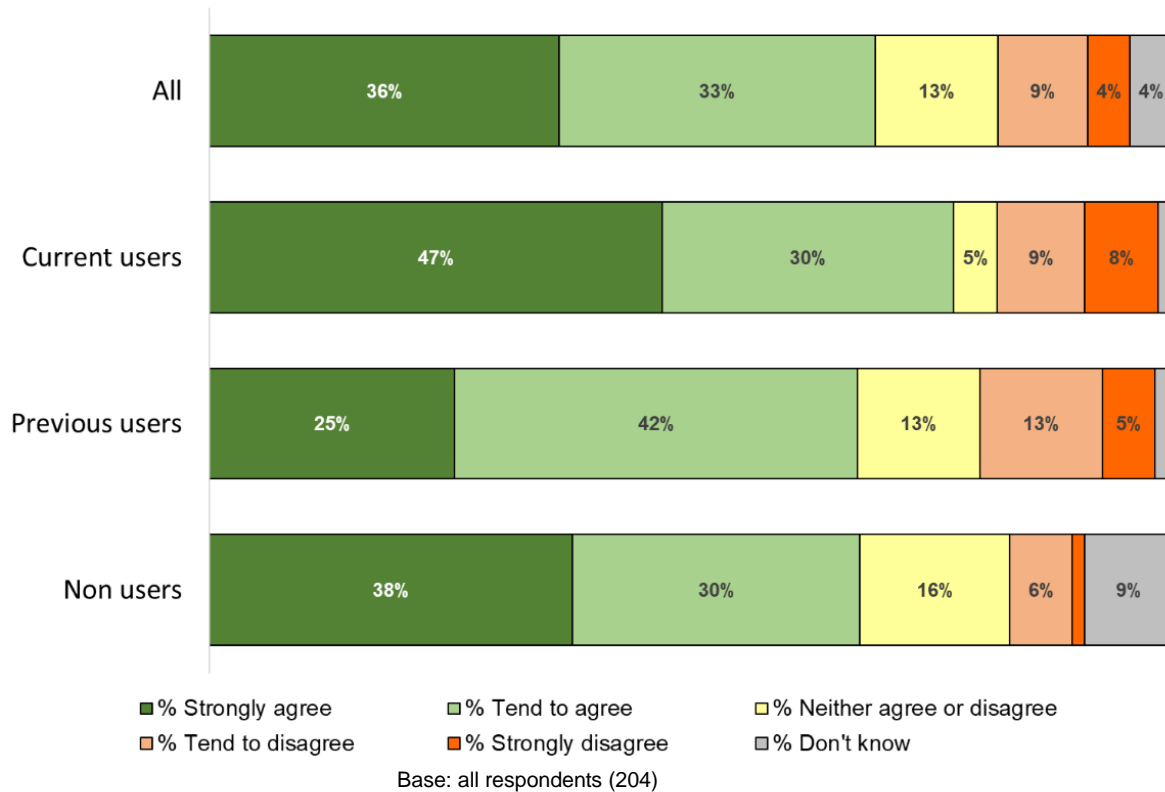
4.3 Respondents' views on the proposals

Respondents were then asked about the proposed age range for accessing Break Time activities.

It is proposed that the age range for access to Break Time activities is 5 to 18 years old. A child would be able to attend from the start of the academic year (September) in which they turn age 5 to the end of the academic year in which they turn 18 (July).

Just over a third (36%) of respondents strongly agreed with the proposal and a third (33%) of respondents tend to agree with the proposal. Current users were most likely to agree with the proposal (77% either strongly or tend to agree).

Chart 4 - How strongly do you agree or disagree with this proposal?



Respondents were then asked why they said that about the proposal. The following comments were received from respondents who **agree** with the proposed age range for Break Time activities.

Comments from current users :
Feel that this is a suitable age range. However, there does need to be provision for younger children and those over 18.
As EHCP's can run to age 25 and some children with SEN run at an age appropriate deficit, it would probably help to provide an extension to the age range subject to a trial on uptake in the 18-20 age range say
Any help or break is a big happy to my son and the rest of the family
it really helps with progress and is good for them
Because it's not too much different. But would not want to see a cap at 50 hours
I think there should be an additional service for 18 years and over. Just because these children are 18 does not mean they can go out alone, they still need support as do the parent/carers need respite.
There needs to be some age criteria to ensure activities offered are appropriate
I think it is good to have a 'bank' of hours that you know you are eligible for.
Children with Sen desperately need breaks and activities to spend time with other children to improve socialisation and mental health. It also gives parents a few hours to take care of themselves too.
It's good to start at school age to start groups and activities

Free hours provided by nursery offers a break for parents and is enough support during pre-school years.
I tend to agree as the age range is appropriate and older people of 18 and over May then require more appropriate activities to help support them with their future.
In my own experience, as my child got older, life became more challenging. Although I would have liked breaks when he was 5, it definitely wasn't as big a need as when he was 7+. This would be a very individual thing, and I don't know how many people would have a similar experience.
My son attended from age 5 and we wouldn't have coped without it.
I agree as children with SEN really miss out on group activities and mixing with peers outside school. Parent also need a much needed break however young or old the child is.
Fits in with start of school until they leave.
Assume provision is provided elsewhere once over 18 years of age
Excellent service
Helps the children from an early age to mix with other children and have friends like average children. Also well needed rest for parents so we can function better when looking afterburner children full time.
I feel it would be more beneficial from school age, 4 years old.

Comments from **previous users**

Seems reasonable.
I would not have sent my 5 year old to evening activities as she would have been too young and too tired to be out after school. I may have considered weekend activities if any were available.
Under 5s need more hands on help and over 18s should really start doing things aimed at their age group.
Younger children are more able to access universal activities as the gap between the children's abilities is smaller at a very young age. Over 18s should have access to more adult activities through adult social care services.
Aimed at children, I suppose there will be other services for adults?
Seems a lot fairer
This is the age range when young people benefit from additional support to do activities out of the home setting.
Why end when they are 18 when SEN kids don't leave school until they are 19 ?Thats non-sense and stress for parents. You need good quality providers like schools.
Meet most age groups and seems fair
I will be concerned when my child turns 18 and the Break time activities end as to what will be available then.
My son was unable to attend LBT activity until he turned 5 (June), so activities during the school holidays in his first year of school were unavailable until the summer holidays after he turned 5.
I think that 5 may be a little young. Unless services change, in my experience they are only suitable for older primary and secondary age children.

Comments from **non-users**

Activities for pre-school aged children are easier to find
--

I think parents whose children are aged 3-18 should have this option, it could help parents get back into work
Because I agree
It's a good age range
All children deserve to have a short break and just because they turn 18 on a certain day doesn't mean they are no longer a child with special educational needs
I think it should be up to 21.
Well would good to get my son out and about plus the parents are having time to their self
Cause it's good opportunity to learn new skills
Gives more opportunity to children and young adults
I agree that when a child is aged 18 they should be integrated into adult services
Because sometimes it can be extremely difficult for parents
Children of these ages need this outage to mix with other children in a secure environment
Routine is key with a child and once they are of school age break time could be worked into their schedule with little disruption. My personal opinion is that children under the school age should have some other provision.
I have not yet had the opportunity for my son to use this service im hoping he can very soon
Benefit will be felt at school age for the child

The following comments were received from respondents who **disagree** with the proposed age range for Break Time activities.

Comments from current users
Why limit to 18 when our son is 19 and has learning difficulties?, he does not present as 19.
My son will enjoy social activities further into young adult hood. The very nature of his disability gives him immaturity, social fun/clubs will be important and necessary for his well being until he is older than 18.
Schools now have FE departments that keep the children at school until they are 19. What is available from age 18+ as the next area appears to be homes for the elderly which are unsuitable for young adults to access
Age should be up to 25 years in line with EHCP. SEN young people may be chronologically 18 but very often their academic and social age is very much younger therefore they continue to seek out activities that typically developed young children would not be interested in after age 18.
My son is born in July, started school at 4 it should be when they start school! What does age matter!
Because I feel the early younger children start the better.
SEND children & families have short break needs from 0-25
Should be able to access upto 19 years.
How will this effect school holiday clubs currently supported by LBT? 50 hrs is less than 1hr per week? So suppose Slime is 2hrs does that mean can only attend every other week? Not clear how parents can buy extra hours? Do providers have

to offer extra places? Difficulty accessing hours in Rossendale has been due to lack of provision previously.

Comments from previous users

My child is a July baby! So it would have been a full year before he was able to access the support! Age discrimination! It should be if they attend school!

Under SEND children and young people are entitled to support 0-25. To have a CUT OFF at 18 without some support to breaks beyond 18 seems a little arbitrary. My sons only social activities came about through LBT. He could no longer go to a youth club where he had friends for the first time because they had different birthdays. He felt excluded and yet again isolated. Please consider what support families get at this point and are services available and appropriate.

There should be something for younger children too.

Respite is needed more so out of term time

50 hours support. Means barely 1 hour per week. That's not enough time to go shopping. Do something normal with siblings. Gives no structure or routine if used by an Autistic child. There's no point for the parent even to go home.

Because it excludes a lot of children who don't have an ehcp in place but they still require access to services from the local authority.

I think it should run in line with the ehcp and run to 25

Children who attend a residential school may only be 38 weeks but still stay with parents at weekends and holidays, but would be excluded in attending break time in new proposals. All activities and Break Times must be inclusive for all children and families.

It says that the children and young people with EHCP are eligible. In law, the EHCP will be maintained until the age of 25. Therefore, the offer must be aligned to the lifetime of the EHCP. I think the young people over 18 must be eligible, too.

Our children are developmentally younger and these needs cannot be met anywhere else. ASD is a prime example of providing our children who are not yet young adults with a service.

Comments from non-users

There needs to be provision for younger children, not necessarily through a social care assessment.

Why should it stop when they turn 18, to us parents that age means nothing. Nothing changes.

I think children age 4 should be eligible for the offer. 4 year olds starting school, especially those who require additional assistance, would benefit from the offer during a potentially difficult transition period.

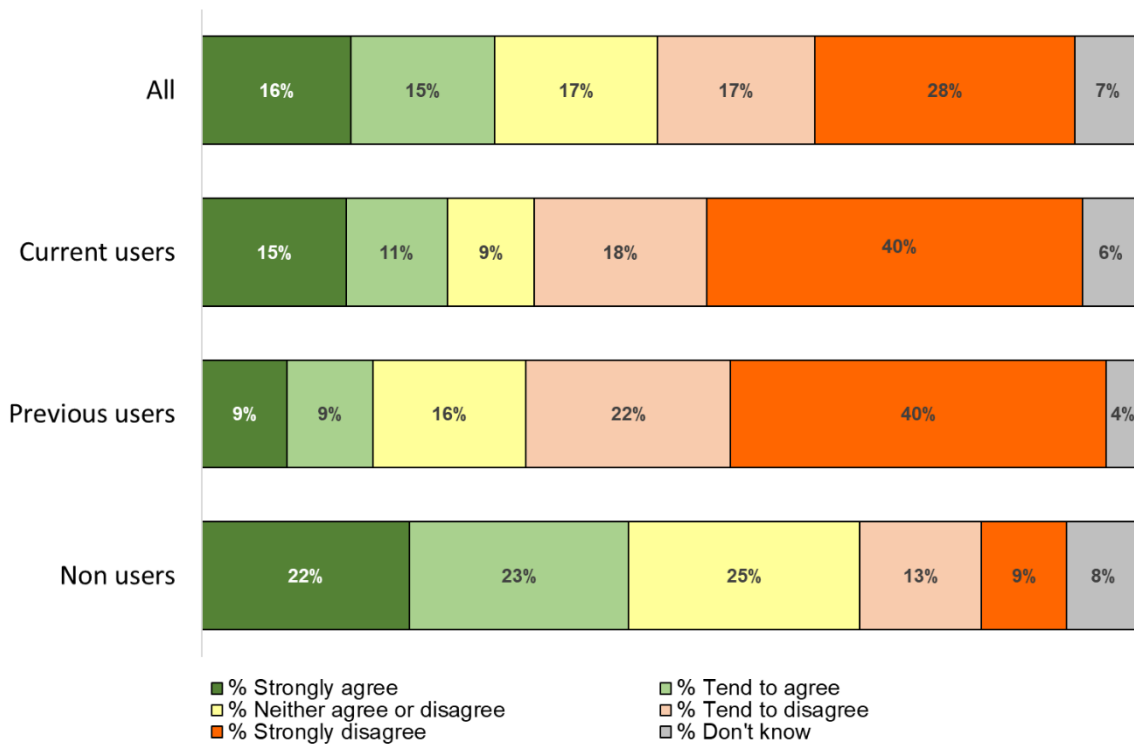
You're punishing the poorest again by charging more I don't access them now as I can't afford it for all my children so by putting the price up makes it even harder.

Should be younger. No help until school age really. All Children who have an EHCP have a right to a social care assessment, but having to fight for one isn't good enough so you shouldn't say if these things don't meet need you can have this social care assessment instead as it's not happening. If you get a care package or not you should be able to access these services, for like a day out, respite if no included. Also like ehcp should be up to the age of 25.

Respondents were then asked about the annual hours for Break Time. It is proposed that a child can attend a minimum of 10 hours and a maximum of 50 hours of activities or groups per year as part of the Break Time offer.

Almost three-in-ten (28%) respondents strongly disagreed with the proposal. Four-in-ten (40%) of current users and the same proportion of previous users strongly disagreed with the proposal.

Chart 5 - How strongly do you agree or disagree with this proposal?



Base: all respondents (202)

Respondents were then asked why they said that about the proposal. The following comments were received from respondents who **agree** with the proposed annual minimum and maximum hours.

Comments from current users
This should allow everyone access. In years where there has been more provision available through child's school my child has attended more than 50 hours so if the provision is there I do feel that it should be for more than 50 hours.
Any hours is good

There's not an endless pot of money. This is effectively free childcare. People with children without SEN would have to pay for this respite.
I know funding is so hard to get. So anymore hours would b impossible. So it's good to have a fair system that is equal for all.
She needs to bond with other children
Sometimes groups are full so will be more fair.
Helps families
Comments from <u>previous users</u>
I agree with the need to make sure that all children and their families have opportunity to access a break. However, it has to be the right break and it is, therefore, important to establish why some families are currently accessing fewer breaks than others - is it because the breaks are being block-booked by the same few families, because families don't know about the scheme, or is it because the breaks themselves aren't suitable for some reason?
I think most people will want 50hours as that would be one or two sessions per month after school. 10 does not seem very much. If families had 60 that would make it an easy number 5 per month.
Fantastic
This would be ok if it was for a minimum of 6 hours per day.
I would be happy as I'm a working mum. Need some help with childcare as no family to help. Beneficial to the child for social interaction.
My 14 SEN needs activities outside the home

Comments from <u>non-users</u>
It depends on the child's needs and the whole families' needs too which might mean more hours are needed or less.
Makes it fairer, so that more people can access the service.
I think 50 hours is a fair amount of time.
It's good because there around other children and always stuck in the same setting and there having time out.
Any help will be appreciated.
There has to be fair provision for everyone and enough places for everyone.
Capping the hours gives other children a chance to access the service.
I think that's sufficient for a single child and for others to benefit.

The following comments were received from respondents who **disagree** with the proposed annual minimum and maximum hours.

Comments from <u>current users</u>
Not looking my enough maximum allowance gives 1 hour a week. Hardly worth having for such a short time
A few overnight stays would easily take a massive chunk of hours.
Why limit the time! Again being excluded.
50 hours a year is less than 4 hours a week not much
50 hours a year is hardly anything?

Mainstream children get help with up to 30hours per month childcare - extended to 16 years old for disabled children - to enable parents to work. Surely SEND children would be legally discriminated against if offered anything less as mainstream childcare facilities often can't take SEND. Short break or not.
My son currently attends a Saturday session 10 to 3 equating to 5 hours - a limit of 50 hours would restrict him from attending weekly and move it to only 10 Saturdays a year. These sessions are vital not just for parents break but also to aid these children to socialise and develop social skills.
My child attends school holiday clubs for 7 hours a day, plus other short break activities as the full time provision is not offered to him 5 days a week, so 50 hours is completely inadequate for us.
This is not enough hours.
50 hours is less than 1 hour a week over a year.
10 hrs in a year is nothing?! Children need regular/safe/suitable provision on a consistent basis.
Currently my children access weekly activities and activities in the holidays a maximum of 50 hours would give them less than an hour a week never mind 10 hours a year. I would not be able to afford to purchase extra time and I feel it is unfair to only offer this as an hour a week isnt exactly a break by the time you have dropped them off at groups it will be time to pick them up. I feel this is taking opportunities away from families not offering them more.
Some children may wish to attend more than others.

Comments from <u>previous users</u>
10-50 hours a year is not a lot when children with disabilities need more care than child their age. More respite should be given to carers
My daughter would mainly use the Break Time service for activities/days out during the school holidays. The school holidays comprise: Feb half term - 1 week. Easter -2 weeks. May half term - 1 week. Summer holidays - 6 weeks. October half term - 1 week. Christmas holidays - 2 weeks. We would expect something like 2 days' worth of Break Time activities per week during the week long holidays (Feb, May and October) and one day per week during the longer holidays.
50 hours works out to be very very very little indeed.
It won't really provide a structure e.g. using after school sessions on a weekly basis as that would add up to more hours over a year. I think a cap is good to make it fairer rather than the same children attending it a lot, but would be good to be able to buy more hours or increase the offer based on need
If allowed a maximum of 50 hours, that would equate to just over 3hrs for every week off school (3x1wk half terms, 2wks Easter, 2wks Xmas, 6wks summer = 13wks off. 50hrs/13wks =3.8hrs. Why does there need to be a maximum number of hours? There are very few children that will try to access provisions for the entire holiday period but would need more than 50 hours over the year. Are mainstream children restricted to 3.8wks? Do you think 50 hours over
Taking holidays into account 50 hours is too little
If the max 50 hrs are spread through the year, that is only 1hr per week - hardly enough for a disabled child to arrive, get their coat off and settle down. Let alone participate in any activities before the session ends.

Comments from <u>non-users</u>
It would depend on the parents or guardians need, if they are able to stay at home with the child their need is less than those who aren't able to stay home for the likes of working or college/university. You have to remember this is over the course of a year
This is not sufficient to cover the time required during holidays and weekends throughout the year.
My son hasn't attended a break time but we did visit a provider with intention to however I decided he was a little young. I feel a maximum of 50 hours per years would not equate for a regular attendance on a weekly basis for example 2 hours per week. It would then limit time during the holidays. I understand a ceiling is required but not sure 50 would be high enough?
I feel more is needed. 24 hours in a day that's just over 2 days a year?
What is that going to achieve it's not like enough for some children to get used to the people
Could do with more hours
A maximum of 50 hours per year equates to less than an hour per week, there would be barely enough time to get settled never mind take part or become involved in any activity
Why put a minimum? Maybe a Max but can fund rest using DLA? If something is working it needs to be consistent.
The proposal would mean that my child could not attend his regular Saturday club- 4 hours per week for 38 weeks a year. He also would not have enough hours to access holiday clubs which provided valuable safe, social spaces for my child.
Hours should be based individually so what is needed
More support needed
50 hours restricts attending longer events
They should be able to access this on a weekly basis at least 2 hours per week, ie 100 hours a year
50 hours equates to just under an hour a week, double this seems more reasonable.

Respondents who disagreed with the proposed minimum and maximum hours, were asked what they thought the maximum number of hours per year should be. Almost three-in-five (59%) of respondents thought the maximum should be more than a 100 hours per year.

Chart 6 - If you disagree with the proposal what do you think the maximum number of hours per year should be?



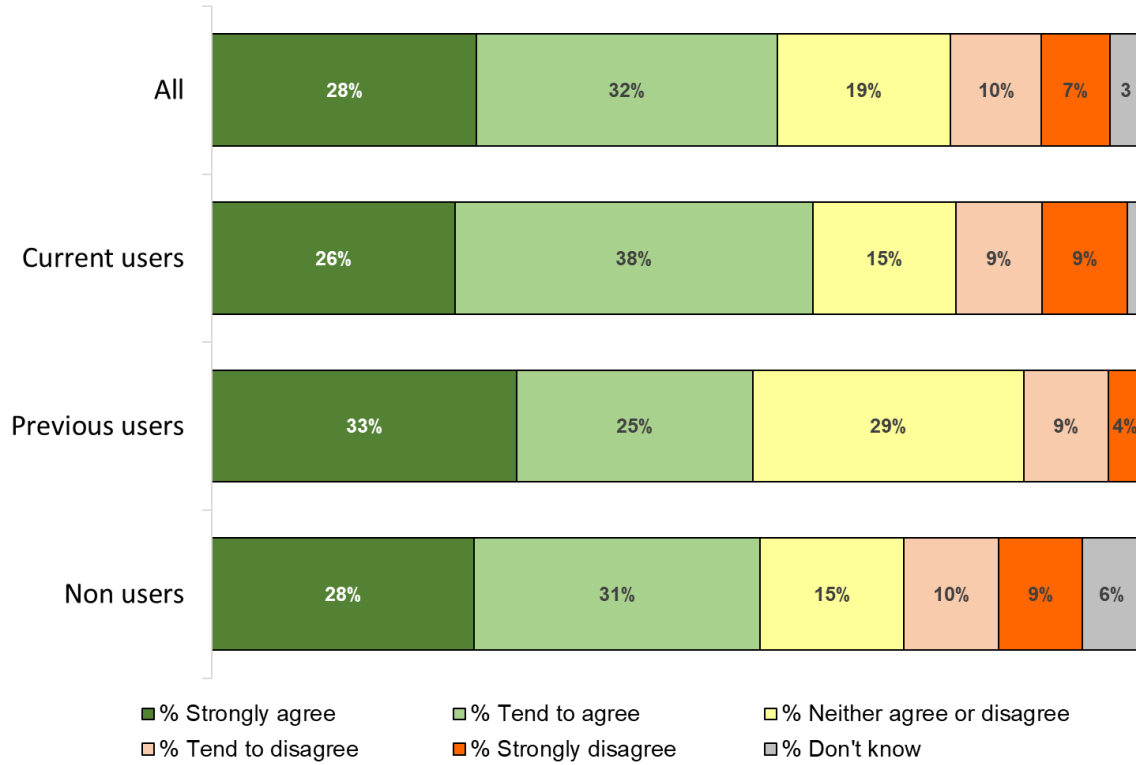
- Up to 60 hours
- Up to 70 hours
- Up to 80 hours
- Up to 90 hours
- Up to 100 hours
- More than 100 hours
- Don't know

Base: all respondents who disagree with the proposed minimum and maximum hours per year (63)

Respondents were then asked about the proposed minimum parent/carers contribution towards Break Time activities. It is proposed that the minimum parent/carers contribution towards Break Time activities and groups is increased from £1 per hour to £2 per hour.

Almost one-in-three (28%) respondents strongly agreed with the proposal and almost a third (32%) tend to agree with the proposal. There were similar proportion of current, previous and non-users agreeing.

Chart 7 - How strongly do you agree or disagree with this proposal?



Base: all respondents (204)

Respondents were then asked why they said that about the proposal. The following comments were received from respondents who **agree** with the proposed increase to the parent/carers contribution.

Comments from current users
It's still very cheap.
I feel that is fair. Because the groups are vital for our children so an extra £1 should not matter because we need it.
I don't mind contributing to quality activities and care
£2 per hour is totally fair
I am in favour of paying more for my child to attend appropriate groups where I know they are being well cared for.
I would agree to this if the number of hours offered was also increased. We currently pay 20 pound per day to access holiday support via our daughters special needs school. We pay this because we have no other choice and have to make limitations in other areas of life to afford this.
Any contribution is welcome.
If it means the Breaktime is more able to continue, I think people in the main would be happy to pay a bit more. However, maybe there could be a way of means testing, in that those who really can't afford it, could continue to pay £1 an hour.
I think it's worth the money and they provide a valuable service

I feel if the child is having a full day of activity and being looked after by trained staff it's only fair that a parent/carer should contribute to the cost.
Happy to make some contribution
Fine with paying towards it! It's the fact there is NO provision! I don't mind paying
It is not much at all IF a good service is provided
With the money
Im happy for this to get ahead if we are given sufficient hours

Comments from <u>previous users</u>
I would happily pay more but wouldn't want any parent to not gain access due to financial circumstances.
I paid £12 a session at my sons Lancashire break time sessions
The value for money is excellent (especially Blackpool community trust) however have a means tested for those on a very low income
Happy to pay more as I would with mainstream was m activities if we could access them
I think you could raise that further to assist with paying for additional services. In future you could look at a lower cost for parents on lower income and raise the cost for more affluent families
I think this is still good value for money
I am happy to pay for activities for my child, I pay £5 per session at present which is in line with the activities I pay for my son who can attends mainstream activities.
More than affordable. Excellent value for money. Families are very fortunate to be able to receive these breaks for a couple of pounds.
Still affordable childcare however it could mean that some people wouldn't attend due to cost
In my opinion this is a reasonable cost for high quality Break Time activities like the ones that my daughter has previously accessed.
Seems very reasonable
As a special needs parent I'm not looking for freebies. I'm looking for the same opportunities that mainstream children have. I believe that most people (when possible) are happy to pay for services.

Comments from <u>non-users</u>
People may respect the service more if they contribute to it.
If it helps I'm all for it
It would cost a lot more than that with private events
It's not that much to contribute if you're after a short break
That's an affordable price
Well I agree that carer/parents should pay something towards the activities for your child because at the end of the. Day your child having fun and the parents are having time out plus the activities have to funded somehow so yes we should pay toward it
Cheap holidays
I am willing to pay more for such a valuable service even though I have a very small budget to live off
Agree, costs should be contributed to

I wouldn't mind paying.
Reasonable if sufficient support given to those in financial hardship. Otherwise DLA etc. is ok for this.
Fair enough, I would pay if that would help and got my daughter good care
Funding has been pulled out of everything and to ask for £2 per hour is a reasonable amount. I live on benefits with a 14 year old with sen and asd, I also have cancer. I think the increase from a £1 to £2 is in line with the current climate.
Seems fair
£2 per hour is reasonable
It's only like any child's group, they need funds to run them.
I feel that contributing to a service you frequently used is appropriate

The following comments were received from respondents who **disagree** with the proposed increase to the parent/carers contribution.

Comments from current users
The cost is a bit much as these children already need extra care and parents may not be able to space this about of money. It is a 100% rise in the cost!
I have been paying £2 an hour for my child for a year now.
I can afford this but others that care for their children by staying at home are unable to work and need the money for food, rent etc.
I am currently out of work caring for my daughter, with the benefits I receive I am lucky to cover all my bills and food for the month my daughter loves the groups but if it was to increase she wouldn't be able to go because of affordability which means she misses out seeing her friends and I miss out on the break.
Not all people have the money to pay for this.
Why should it cost more for the same service?
Parent carers do not receive a high income from Carers Allowance. Most cannot work full time and are limited by their caring role. Most don't have any energy left over after caring to work. This is obviously not their choice as they did not choose to have a child with special needs. They love the child however it is incredibly demanding, taking all of a parent carer's time. Besides this, most parent carers are fighting for limited services, rights
Lack of facilities and no more trip by Barnardo's means that 6 pound for 3 hours is not value for money especially when more than 1 child attends.
Don't mind it's hard finding suitable places so I don't mind paying for it
Some families will struggle financially if costs are doubled for parents
This may make it unaffordable for some people.

Comments from previous users
It becomes unaffordable for us to send our child if they are so expensive. We currently pay £20 a day if he wants to attend so he is missing out as we can't afford that.
I tend to agree with the rise but feel timing won't be popular due to covid19. Many have faced redundancy / reduced hours ect so personally I feel it is bad timing and I would start the increase from January 2021.
Hard for families to pay double what they were.

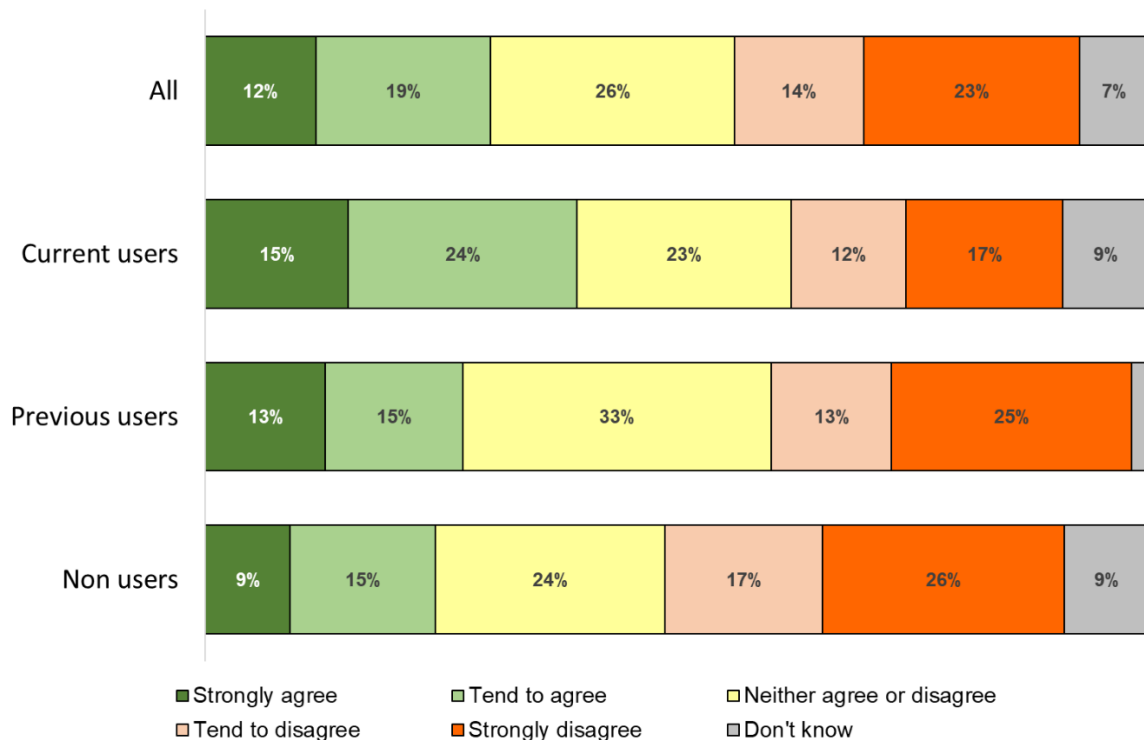
The contribution will be increase by 100%. It is a significant increase in terms of the rate.
I would be happy to pay knowing my child would be taking care off and would be having lots of fun. However sometimes financial strain on families would mean these families may not be able to afford it
Many families are financially disadvantaged

Comments from <u>non-users</u>
Coronavirus has messed the world up financially, a lot of people are even worse off now than before, if a parent isn't in receipt of DLA for the child, it could be quite expensive in the long run
Its stopping the poorest accessing it
What, it's a lifetime but a pensioner parent can't afford it.
It should be free
On benefits.
Cost of living is rising so not a lot of disposable income available
Some parents could struggle to pay
Only increase if the money is used to improve the service and not for the pockets of service providers
That's a 50% rise some parents just can't afford it so now there child with have miss out. Where does the money go?

Respondents were then asked about the costs of entrance fees and transport. It is proposed that the costs of specific Break Time activities, entrance fees and transport should be paid by parents/carers and not through Break Time funding.

About one-in-three (31%) respondents strongly or tend to agree with the proposal and almost two-in-five (37%) respondents disagreed with the proposal. Current users were more likely to agree with the proposal (39%) and less likely to disagree (29%).

Chart 8 - How strongly do you agree or disagree with this proposal?



Base: all respondents (205)

Respondents were then asked why they said that about the proposal. The following comments were received from respondents who **agree** with the proposal for entrance fee and transport to be paid by parents/carers.

Comments from current users
Does depend on individuals finances
Same as the answer to the last question
Totally agree, as taken my son and looking after him
I do not mind paying for quality activities and care
I would be happy to pay for the cost of activities.
I feel that part of the costs should be funded by parents.
Some activities are expensive and as you are not paying much for their care it's not unfair to ask for expenses.
I think it's fair
Yes that's fine! Happy to pay for my child to go to activities we get dla so it's fine! What is annoying is we can't seem to secure any provision!

I agree but feel there must be some support for some parents so children attending the groups are not excluded.
Because the person that uses the services gets money for that
I feel it's fair for parents to pay for additional activities
Comments from <u>previous users</u>
Totally if providers aren't sustainable they won't be there long term. Too many come for the money then disappear when the funding has gone.
This cost would be paid by the family to enable a non-SEND child to access an activity/club and it should be the same for a special needs child. However, please see my previous point about family finances.
All entrance fees should be paid by parents you would do this for a non disabled child. It should only be the care element that is free.
With neuro typical children, these costs would be incurred.
If I was to take my son out on my own then I would have to pay anyway but if he can go as part of a group then that would be better so I have no problem in paying.
Again happy for these activities as the rest it's it provides is priceless for the family
Parents will pay for the break as sometimes the issue is not finding the pre-arranged activities. If there is an additional cost for some activities these should be funded by the parents or use their extra credits/hours to pay for these to ensure the financial side is fair.
Where a family can afford to pay for these extra benefits they should. Where a family cannot afford the full price they should be helped. This is a situation that should and could be looked at on a more individual basis. No child should miss out through no fault of their own, but at the same time, those who can afford to pay shouldn't rely on the break time funding. It is not true to say that all disabled children are born into financially challenged family
Direct payment recipients have to pay entrance fees, transport etc for activities.

Comments from <u>non-users</u>
Again agree as it's affordable for our family but may not be for all which may exclude families unfairly.
Would this be a financial barrier to people accessing the service?
Can't have everything for free
Well our children that benefit from it so it up to us to pay for our children's fun you can't moan at being ask to pay for your child to have fun
Most cannot work due to the demanding care responsibility they have.
With a disability discount then yes
I would be happy to contribute

The following comments were received from respondents who **disagree** with the proposal for entrance fee and transport to be paid by parents/carers.

Comments from <u>current users</u>
Unfair
We already pay for the club. This should cover any other costs

Many people that have disabled children cannot afford this and their children would not be able to access the services. This would be detrimental to the whole family.
As I said previously, how are carers supposed to afford this? I am a single parent who is out of work because I care for my daughter how am I supposed to pay for the increase per hour and entrance and transport fees? I feel the council needs to do more in terms of funding for SEND children and their families
To me, I am able to find these additional activities however I know people who cannot and they should not be punished for that. People who work hard and still can't afford these things will be missing out through no fault of their own.
Many activities are expensive and most parent carers have a limited income because their caring role takes up all their time and they are left exhausted, without energy left to do another role and earn extra income.
Maybe some families can't afford it
This could exclude some children from the activity.
Most families have to rely on carers allowance. At £66 a week don't have funds available to pay additional costs so makes this inaccessible
Just another problem to deal with.
These could soon add up to be quite big amounts and would limit access/be discriminatory based on ability to pay.
SEND children need a higher staff ratio and have higher needs - already reduces appropriate providers available - and short break costs could escalate beyond affordability for some families
Transport should continue to be provided free of charge. Other charges should be a contribution, not the full amount..
I don't have spare money to pay this.

Comments from <u>previous users</u>
Makes it inaccessible for poorer families. Most of us have vastly increased costs due to the children for various reasons and many only scrape by as it is
It is likely to prohibit some families. Providers should be able to find activities that operate within the costs
Typically parents with special needs children are on a low income
Unaffordable if we are already paying a large fee to attend. It should be included in the price
I think it should be all inclusive
I'd happily pay a contribution but on a low income it would put me off accessing services my child desperately needs.
Entrance fees I can understand but not transport.
Because our children will be excluded even more than they already are and not everyone claims dla even if they are eligible
Lots of families can't afford to do that
LCC should be covering providers' costs of delivering activities. I am sure many providers are struggling financially at present due to the impact of lockdown & COVID-19 restrictions & guidelines for running. I am really concerned, providers will not be able to remain open.
It will significantly limit the access to the services.

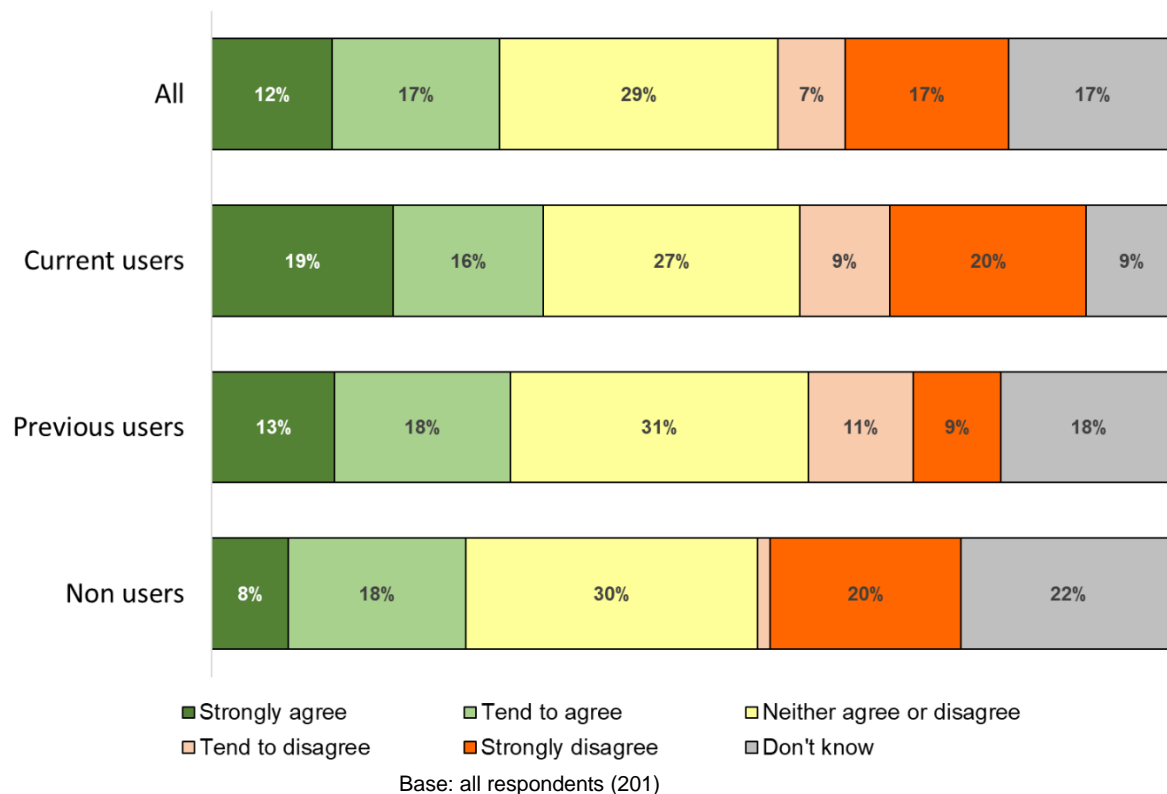
Again if you put costs up you will be taking away services to people that can't afford but need this service
I do not agree that all costs should fall on Parent Carers. A contribution should be an option not a set amount.
I don't quite see why, if there is specific funding available, parents should have to meet the costs?
Families with children with disabilities are financially disadvantaged and these cost may limit how much the family can assess the facility.
Could a contribution be made by carers/parents and be topped up by the authority? Otherwise financial pressures might prevent carers/parents from enlisting children in activities. Financial constraints limiting participation in the scheme are more likely now given the risky financial situation many families are facing at the moment with to the prevalence of a growing base of covid cases. This could be reviewed in two years' time, for example.

Comments from <u>non- users</u>
Again stopping the poorest
As some parents don't have any transport
What then would be the benefit of a dedicated "break time" centre over the cost of private breaks paid separately by individual parents & carers?
Defeats the point of it being offered if it is just essentially like any other business, other than that it is specifically for those with needs and disabilities.
This would stop the service from being accessed by everyone. I think that it would discriminate against people from poorer backgrounds who use the service causing financial inequality.
It should be free or means tested
Break Time may get better rates even if there are discounts for parents/carers
Not everyone has the money
While paying £2 an hour is acceptable paying entrance fees and transport is not viable for a lot of families especially on low incomes or benefits. People are struggling to feed their children at the moment.
Those eligible are likely to be on low income, therefore extra cost may not be affordable
As a large family such funds are not always readily available
Many families like myself are on the low end of benefits
Wow if your plan is to double the price ph, and charge entrance fees plus transport fees, Im a working mum and I certainly can't afford this.

Respondents were then asked about Break Time Plus. It is proposed that children with a plan of care and support following a social care assessment will be able to access Break Time activities and groups through Break Time Plus. These children would not be funded by Break Time funding.

Almost one-in-three (29%) respondents either strongly or tend to agree with the proposal and almost a quarter (24%) strongly or tend to disagree with the proposal. Current users were more likely to agree with the proposal (35%) and also were more likely to disagree with the proposal (29%).

Chart 9 - How strongly do you agree or disagree with this proposal?



Respondents were then asked why they said that about the proposal. The following comments were received from respondents who **agree** with the proposal for access through Break Time Plus for children with a plan of care and support following a social care assessment.

Comments from current users
Because the social care assessment should have put other measures in place.
Having heard feedback from other parents (who have a personal budget for their child) on getting our child in to these break times, it was very clear that to bar them from using this service that would meet the needs they had and could be paid for by them from that personal budget for their child was madness!! By all means they don't have to be FUNDED by Break time but give them access to the same provision but to pay from their personal budget is crucial.
Lots of our children need appropriate group activities not just 1 to 1

That's fair enough. If a family is getting other funding then they should pay with that. As long as no child misses out in the groups because of money. It needs to be equal and fair for all. No child should miss out because of finance.
Sounds like a good idea, but only if it's easy to access this ' Break Time Plus'.
We have a severely disabled child and were turned down when we requested just 4 hours support per month to allow us to spend some time with our daughter's siblings. Therefore, I would not accept also losing out on breaking activities if they had been booked up by children who already had secured support hours.
It is parental choice how to use direct payments.
I feel that children that are following social care assessment plan should be given the opportunity to use their direct payments to access break time as having 1-1 care can be isolating and not having the interaction with other young people can be detrimental to their social development. It would enable them to broaden their range of activities to keep them happy and stimulated. They can't access the range of clubs, groups and activities that mainstream
There is very little for children to access who go to short breaks it would be good even if they was on their short breaks then could join in the fun and have some activities to suit their needs

Comments from <u>previous users</u>
I would be interested to know how you would work out the cost of the family need to pay. The care package provides a number of hours and is different depending on where the child receives their care. All I am 100% sure of is that children with care packages should be allowed to access Lancashire break time activities, especially when they are unable to access mainstream activities due to their disabilities.
Will this impact on number of places available on BreakTime due to staff limitations and group numbers. Is BreakTime plus a different group to BreakTime? I do agree that those children with high level needs do have access to fun activities so in principle like the idea of BreakTime Plus.
My son has a mixture of an SLA for a provider and direct payments it works really well for him.
Seems fair, but should have been in place years ago!
As long as it does not impact on the availability of BT services for those who do not have a package. It is good for siblings and friends to be able to attend events together, especially things like youth clubs
The majority of children with additional needs has a social care assessment. Therefore, just because a child has a social care assessment should not disallow them from break time activities.
Fair enough. The child will be getting funding from their plan of care package anyway
I have one child with a social care plan and one child without. It would be great for me if I could take them both to the same activities
I believe all children with disabilities should have the opportunity to socialise away from the family with other children.
If they are already accessing funds for breaks then the funds for break time should be allocated elsewhere
If there could be flexibility in whether Direct Payments could be put towards the cost of Break Time activities, then I would agree with this.
there's not much choice out there so makes sense that children can access the same quality activities

My child has a care plan - how can he not have access special needs services available in the area. I would be prepared to use my care plan to assess these services. I also appreciate families without care plans need priority.

Comments from <u>non-users</u>
These children are already getting support
They already have
Well again if you want your child to go and have fun and make new friends then it up to us to fund that.
Still should be some funding as these are the crisis families.
If these children are getting funding from a plan of care and support or some other means then the break time funding can be spread out more evenly

The following comments were received from respondents who **disagree** with the proposal for access through Break Time Plus for children with a plan of care and support following a social care assessment.

Comments from <u>current users</u>
I think depending on the amount of hrs they get from social care should depend on how much Lancashire breaks they are allowed to use.
Would disagree if this means less places for children/families who would otherwise get no support
I'm sorry, I don't think the outline of this has been clear enough. My son has as a social care assessment and receives direct payments, so is it the case that he will no longer be able to access his school holiday club through LBT?! I used to use the holiday club for 5 sessions of 5 hours in school holidays = 25 hours. But receive 12 hours direct payments in school holidays. Obviously the goal posts are being moved from when we went through the social
All children should receive the funding
Our children are always being assessed!!! Why can the facilities that have been in place not be extended to more families etc. Groups such as the play inclusion scheme covers many areas and provide good activities for many children with SEN.
Again, children who are disadvantaged lose out.
What is break time plus? What are these services? A lot of this I have never heard of and may not be available in our area?
Not all children may qualify but as long as a provision is provided.
You don't always get enough hours. Let them go too.
As per previous response costs are a struggle when forced to rely on carers allowance
I've already experienced this via a service provider! PIP - they won't accept us because we get 'respite' so again limiting hours we can access support!! I might add that lockdown and further closures of schools are significantly impacting on our mental health and wellbeing and we have had NO support!!! It's so hard having a child with extra needs and all provisions shut off from us!
Penalises SEND children as they still can't attend mainstream provision - even with a paid carer. There just aren't enough specialist providers offering appropriate activities that could continue to function financially. SEND legislation states Local Authorities should provide such care.

I am concerned this would make things less flexible for those children and families who are have higher needs

Comments from **previous users**

The parents with a plan use the plan for care help and even if there's an allocation for social activities finding these activities is so difficult. It would be great if providers allocated extra spaces but these were paid for with direct payments

Some children who have an assessment and a package of care receive less than 50 hours of support. They wouldn't have enough hours in their package to cover attending a short break and having their other care needs met. This would exclude them from joining the activities which might offer their only social interaction. It may also put people off going for an assessment which they need, for fear of being worse off and missing out on these activities.

This service should be accessible to all!

If they have been identified as needing it then all children regardless of their situation or how they meet criteria should be treated the same. I do not agree with the above statement

It's just complicated and too many rules and restrictions, our life is miserable as it is and complicated. Make it easy for once.

Comments from **non-users**

If they still need to access the services their package should be increased.

Why aren't all children being treated the same? It's discriminatory

Feels like more paperwork not needed, assess for this that maybe stress of it all should be taken away and service should be automatically offered and by not offering funding to these children and their families is isolating them more.

Impact on financial commitments be too much for families with children with added costs to care for anyway

Again what's the point?

As a parent with a care package with minimal hours 7hrs a week that time is spent catching up on sleep for me if I had to use those hours for break time it wouldn't be worth me having them thus meaning my son would miss out on fun activities with break time plus.

Lancashire council have increasingly & consistently over recent years in my experience obstructed SEND children & young people their legal rights & efforts to gain access to social care provision via an assessment, it seems to me that should Lancashire Council bar them from break time funding then there is in effect no social care provision for SEND children & young people to access. Lancashire Council will in effect remove this provision of break time

I think that social work assessments are slow to process and that they genuinely do not have the resources to assess as many children as they would need to, to ensure that all eligible children continue to have access to these services

Why can't they be funded?

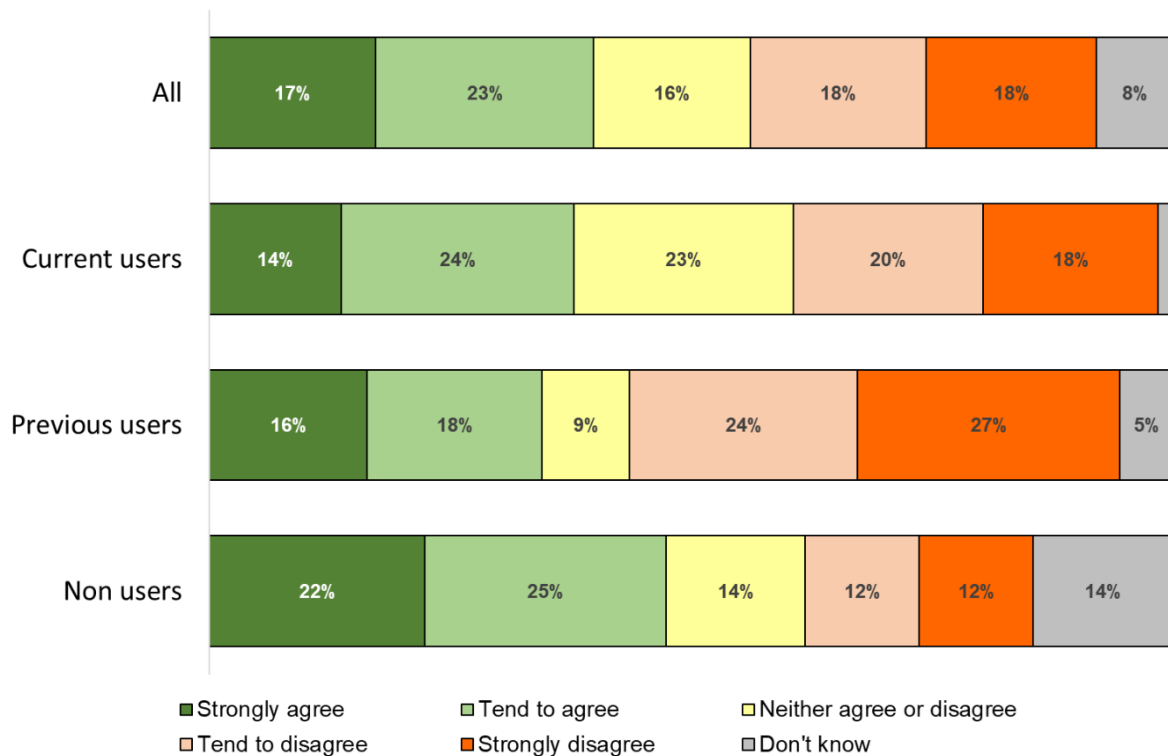
Cost cutting when there is an actual need

This proposal seems divisive

Respondents were then asked how the Break Time offer is prioritised. It is proposed that the allocation of a Break Time offer is prioritised for children with an education, health and care plan by date order of application.

Two-in-five (40%) respondents either strongly or tend to agree with the proposal and just over a third (36%) strongly or tend to disagree with the proposal. Previous users were more likely to disagree with the proposal (51%).

Chart 10 - How strongly do you agree or disagree with this proposal?



Base: all respondents (203)

Respondents were then asked why they said that about the proposal. The following comments were received from respondents who **agree** with the proposal for prioritising allocation.

Comments from current users
Hope information reaches people at the same time
Because children with an EHCP will find it difficult to access provision available to other children.
Needs though to be recognised that some children with an ECHP can access mainstream activities and vice versa
I think this is a fair way of identifying those with the highest level of need.
However unclear what 'by date order of application' means. All children with an EHCP should be eligible no matter when it was written
There needs to be a controlled system in place that is fair.
Children with an ECHP are more likely to be in need of support.
Because they have been accessed as needing it.

The resources for this provision are limited and therefore those children and families who are most in need should be prioritised.

Comments from **previous users**

Because if you do it have an EHCP then you are able to access other activities. The whole point of break times is for children who are Una is to access 'normal' activities.

It's being used by the children that need it most

To be honest I've always thought this was the way it already was

Comments from **non users**

Those with EHCP in place have gone through hell and back to get it set up, so yes prioritise those with it set up first. However take into consideration some parents don't know which route to go down as there's not enough support or guidance.

Seems a fair system

I think it's fair to prioritise children with an EHCP to ensure that they benefit from the specialised opportunities offered.

I do think first come first served basis should be followed

Well my child is different from main stream children and I think they should be some for children that have health and education plan

Then it's fair, but often the people in crisis are the least likely to fill out forms.

these children have a higher need

Children with the most need should definitely be prioritised.

Childs needs are assessed, identified and can be met.

The following comments were received from respondents who **disagree** with the proposal for prioritising allocation.

Comments from **current users**

By date application may be hard for some families who struggle to get paperwork done.

It has only been late this summer after 2 years involved with the Parent Carer forum that I learned that Break times COULD apply to us as our son doesn't have an EHCP. It was in fact his keyworker and SENco from his school that signposted us to them as beneficial for our son, and boy were they (and for us too). Having seen how hard (and how long a journey) it can be for an EHCP to be granted, and that even parents themselves are applying for them after

Needs of the family and child need to be taken into account too. Not all families will have access to the Internet to apply promptly online if that's going to be the way to apply for a place.

Kids without ehcps also benefit from the service

Would've thought it would need to depend on need

It's not easy at all getting a diagnosis and there are many families waiting in the shadows to get their child assessed. This can take years. I don't believe a child should miss out on groups because of the failure of services and long waiting times.

Because the date of application does not determine the need for the service

I understand why this is done this way, but it also means children will miss out.
One of my children had an out of date EHCP it was out of date by 5 years so if these are what are going to be relied upon then this will not be fair. Also dependant on where you are when you get the details of short break facilities you may not be able to respond straight away and then lose an offer of a place for your child
That statement is not clear. What are you meaning by date order of application? Do you mean whoever responded first when asked if their child would like to participate in an activity?
The percentage of children with an EHCP is low compared to the percentage of children with additional needs/disabilities. Children are being encouraged to stay in mainstream schools with support plans in place. These children may need break time more than ever due to the lack of support available within schools. An EHCP is not given without a fight, of which some parents don't have the energy for, so I feel it is unfair to prioritise the children
No no
It unfair I have 2 children with autism that don't have plans as its impossible to get them. But I cannot send my children anywhere so that we can have a couple of hours to refresh batteries before we start again
This would not be workable for children who have only recently received ehcp, younger children for example. Not a fair system. Should be assessed on need.
Some people may come along late and need the time more
SEND children/families without EHCP or any diagnosis may be ignorant of their rights & often slip through the diagnostic cracks in services yet they are most in need of support as a result. Perhaps they should be prioritised for immediate family support & help through the Short Breaks Service
All children should be offered a fair and equal chance of accessing break time activities.
Depends on need/location/dates available
This is not a fair process as getting an education and health care plan can be a lengthy process

Comments from <u>previous users</u>
I agree with the EHCP bit but sure about date order of application.
So those that are able to fill in forms will access the services and those families that aren't as able will yet again be placed at the bottom! It shouldn't be how good you are at filling in a form to access a service! LCC know the child has special needs and it should be a simply link into that service! More jumping through the hoops! I am a parent of a non-special need child and a special need child! I don't have to jump through hoops
It concerns me that many children with sensory needs in particular struggle to get an EHCP and the plans tend to be driven by educational need rather than social. There is a danger that many families may miss out on having a break. Yet another reason to chase EHCP. It seems to me to be a danger of you get it all or you get nothing. Support those who need a break to enable them to carry on without need of expensive care assessment or EHCP. Surely it's early
This puts more pressure on parents, yes I know we should book in time but some parents with children with complex needs and have other children who struggle shouldn't miss out.

<p>How to make the magic golden ticket even more sought after. My child is deaf and on the neurodevelopmental pathway who suggest she sounds like she has autism and ADHD and doesn't have an EHCP currently so what do we do for her going forward. She has absolutely no reciprocal friendships but doesn't realise cos everyone is her friend according to her. Other children when they know her shun her socially so break time is her only interaction with others during</p>
<p>Break Time should be open to all children with SEND, or those going through a diagnosis. This just restricts those families that are not able to get support elsewhere and this is against the original ethos behind LBT</p>
<p>Families should be able to access BT based on need not label. Under the current SEND legislation the allocation of an EHCP depends very much on the educational needs of a child/yp and the abilities of an individual establishment to meet those needs effectively. A child/yp may be on SEN support in one school but might well be on an EHCP if they were educated at a different school. The proposal gives no consideration to the wider needs of a child to socialise</p>
<p>I think it should be accessed by the situation</p>
<p>Some children have difficulty accessing main stream activities. Whilst the family also struggle getting EHCP. Again this is putting up barriers, when this group of children probably need just as much help</p>
<p>Surely it should be based on need as it's to support people</p>
<p>I don't feel like that should come into it. It should be equal opportunity to book places</p>
<p>Parents have busy lives and should not miss out just because they are not the first to put in an application.</p>
<p>See previous response sorry it might be in the wrong box.</p>
<p>As stated previously my child does not have a plan and therefore isn't likely to be included now. He doesn't meet the criteria for a plan and sits just below the criteria. He still benefits from the activities but now isn't prioritised. He has a recognised disability so that should be taken into consideration.</p>
<p>I support my family of 4 with ASC. My son his partner and 2 grandchildren. Despite requesting assessments I feel very frustrated about the assessment process. My son at the age of 6 had no plan and as parents we were told he would thrive better at Ashley park school.</p>
<p>Many schools are failing children by not applying for an ehcp or taking too long. It would be unfair for any child to be left out, if a child has an identified sen they should not be discriminated against because of a document that is not actually worth the paper it's written on in most cases</p>
<p>This information is not widely known and people could be restricted and denied a place through lack of information if all places were taken before they had chance to apply. Everyone, once they've applied should have access.</p>
<p>Parents with children with SEN have so much in their plate and a million tasks and if you are stressed and depressed this could be a task that gets missed. Dates need to be well communicated to help parents as much as possible to access these services</p>
<p>I think this could mean that children without an ehcp plan struggle to access Lancashire break time in areas where the demand is high. Children with an ehcp plan already receive support in school. I would be concerned that there is no support at all for those children who do not qualify for an ehcp. EHCP plans are</p>

more difficult to obtain now than they have ever been before I think this could result in a huge number of children falling through the net
I think there needs to be increased flexibility around allocation. I don't think this will work for many families as they may be left waiting months to get a break and may end up reaching crisis point before they can access break time.
Relying too much on EHCP will not always reflect the needs of the child. The EHCP is mainly focused on the child instead of the family circumstances. The short break must consider the other circumstances of the family instead of the child only. For example, if the parents' health are unwell the entire family will have disadvantage, it will not be fair for them.
There should be enough capacity for all children to attend. If your break time provision does not have enough spaces, look at the level of provision rather than excluding those children whose parents were not lucky enough to respond quickly. Is it fair if the same children get to attend all the time just because their parents respond instantly? Working parents cannot always respond to an invitation to an activity immediately. It is right that children
Application of the particular activity rather than date of ehcp application?
This will ensure that children who really need support are eligible to receive it. However, there are many children without EHC plans who need Break Time so this should not be the only criterion.
Too complicated
All children who need should have access it should not matter when their parents/ carers applied ethics
Date of application implies a competitive process; some parents do not grasp this concept. Could there be a deadline three or four times per annum where applications are received, moderated and assessed in one sitting?

Comments from <u>non-users</u>
My son does not have an EHCP. They take too long to obtain and we would like to access the support now.
I think the system and time for an ehc is a joke it's already out of date by the time you get a draft let alone the final draft that will be rushed and sent before deadline day so no don't think it will be fair
In an ideal world, yes. But EHCPs are like gold dust, and many families who desperately need support wouldn't get it. Until children who need an EHCP consistently get one, this proposal would exclude too many children.
Not treating all fairly. All children with an EHCP should be allocated break time if required. It does not matter what date it was issued.
My child does not get an EHC as she is deemed to be too bright. However, she is autistic and has other comorbidities and gets no support except from me. Children with an EHC get support.
Sometimes the hardest days of sen life is pre diagnosis
Should go on the individual's specific need
By prioritising EHCP does this mean that children who are as yet unrecognised disabilities will be unable to access break time provision & I am concerned that the wording "EHCP by date order" is not fully explained & what is meant by this exactly. Please note: I cannot see anywhere on the survey to leave my contact details so I leave them here below: [REDACTED]

I'm home educating because school failed my children dramatically so they would be bottom of the pile once again ignored because they don't fit the bill

Not all children with disabilities have a ehcp

Plans can take months to finalise. Offers should be prioritised on the child's needs.

It all depends if parents will be all informed about it at the same time. We have never used the service so I'm sure i would have questions to before i would apply. Parents who used the service and are familiar with it would have a priority then. Not sure how fair is that

How can you say who is most in need, people fall through the cracks. My son does have an education health and care plan but some people have to fight to get one and don't always succeed

Some children it's taken years of getting one because of the process not from need

Will this not mean that children with a more recent ehcp will miss out? The criteria that I read say you should be in receipt of child benefit to qualify. Does this rule out children whose parents earn over £50/60k? This seems very unfair as in this case the children are missing out on the chance to access these activities. Even if each session costs more it is unfair to exclude them

Appendix 1 – respondent demographics

Table 1 - Are you...?

	%
Male	5%
Female	95%
Other	<1%
Prefer not to say	<1%

Base: all respondents (205)

Table 2 - What age group do you belong to?

	%
Under 25	0%
25-39	35%
40-49	41%
50-59	19%
60+	2%
Prefer not to say	1%

Base: all respondents (205)

Table 3 - Which best describes your ethnic background?

	%
White	91%
Asian or Asian British	5%
Black or black British	0%
Mixed	<1%
Other	0%
Prefer not to say	3%

Base: all respondents (203)

Table 4 - How many children in total are there in your household? (in each age group)

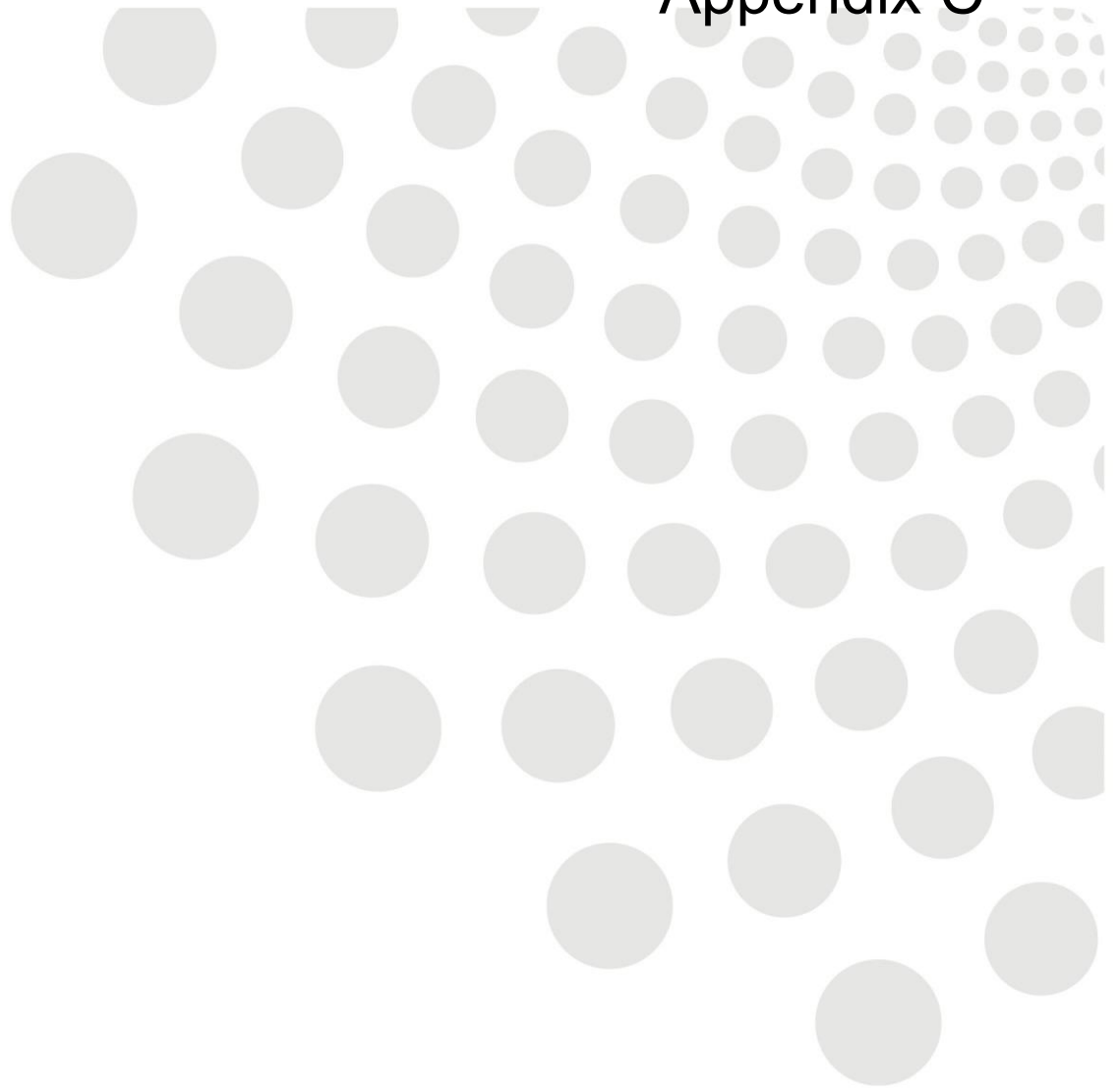
	None	1	2	3+
Aged under 5 (early years)	2%	11%	3%	0%
Aged 6-10 (primary)	1%	24%	8%	1%
Aged 11-16 (secondary)	1%	28%	9%	1%
Aged 17-18 (post 16)	1%	9%	1%	<1%

Base: all respondents (205)

Table 5 - Which Lancashire district do you live in?

	%
Burnley	8%
Chorley	9%
Fylde	14%
Hyndburn	4%
Lancaster	14%
Pendle	7%
Preston	11%
Ribble Valley	2%
Rossendale	8%
South Ribble	7%
West Lancashire	5%
Wyre	8%
Prefer not to say	0%

Base: all respondents (204)



Review and redesign of Lancashire's short break offer – supplier consultation

Consultation report – 2021

www.lancashire.gov.uk





Mike Walker, Hanif Patel and Melissa Sherliker

January 2021

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

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1. Executive summary

This report summarises the responses from suppliers to Lancashire County Council's consultation on the proposal to review and re-design Lancashire's Short Break Offer.

The consultation ran for three weeks between 8 November 2020 and 30 November 2020. A self-completion questionnaire was used to gather suppliers' feedback on the proposal using an online questionnaire.

A total of 24 suppliers responded to the online survey.

1.1 Key findings

1.1.1 Respondents' views on the proposals

- Two-thirds of suppliers (15) agree with the proposal that the age range for access to Break Time activities is 5 to 18 years old, a child would be able to attend from the start of the academic year (September) in which they turn age 5 to the end of the academic year (July) in which they turn 18. Just under half of all suppliers strongly agree. One-third (8) disagree with the proposal.
- Three-quarters of suppliers disagree with the proposal that a child can attend a minimum of 10 hours and a maximum of 50 hours of activities or groups per year as part of the Break Time Offer, with just under a half strongly disagreeing. A fifth of suppliers do agree with the proposal.
- Over half of the suppliers agree that the proposed parent/carer contribution towards Break Time activities and groups is increased from £1 per hour to £2 per hour, with just under a third strongly agreeing.
- Respondents were asked about the proposal that costs of specific Break Time activities, entrance fees and transport, for example a trip to Alton Towers or the Zoo, should be paid by parents/carers and not through Break Time funding. Over a half of respondents agree with the proposal. However just under a third disagree with the proposal.
- Respondents were asked about the proposal that children with a plan of care and support, following a social care assessment, will be able to access Break Time activities and groups through Break Time Plus. These children would not be funded by Break Time funding but through their social care package of support (eg Direct Payment or commissioned support). More than two-thirds of respondents agree with the proposal and a quarter disagree with the proposal.
- Half of respondents agree with the proposal to prioritise allocation of a Break Time offer for children with an education, health and care plan by date order of application. However, just under a third disagree with it.

1.1.2 Respondents' experience/interest in providing a service

- All respondents said they have experience of providing such a service or similar short break activities to children and young people with special education needs and disabilities (SEND).
- Given the proposed changes, the majority of respondents express an interest in providing short break services/activities to children and young people with SEND in Lancashire?
- Most respondents are interested in being involved with further dialogue on the short break project.

2. Introduction

This report summarises the responses from suppliers to Lancashire County Council's consultation on the proposal to review and re-design Lancashire's Short Break Offer.

Our current Short Break Offer for children with SEND

The Short Break Offer in Lancashire consists of activities and services that can be accessed by children with SEND and their families if children meet certain eligibility criteria. These activities and services can be accessed without a social care assessment of need. These include inclusive activities, groups and events specifically for children and young people with SEND which form part of the Early Help Offer; and Lancashire Break Time.

The Short Break Offer also includes support and services which can only be accessed through social care assessment of need.

Lancashire Break Time provides group activities which are aimed at providing a short break for parents and carers.

Day Time short breaks can be provided in the family home, in the community or in other places. Day Time short breaks may be funded through a personal budget (Direct Payments) or commissioned by Lancashire County Council from a short break provider.

Night Time short breaks can be provided in the family home, a specialist short break children's home, by foster carers or in the home of short break carers. Night Time short breaks may be funded through a personal budget (Direct Payments) or commissioned from a short break provider or carers

Proposed new Short Break Offer

It is proposed that our new Short Break Offer will provide **Break Time**, **Day Time** and **Night Time** short breaks alongside the Early Help Offer for children with SEND and other activities provided by various charities and organisations across Lancashire.

It is proposed that there will be no changes to how children and families access Day Time and Night Time short breaks.

Contracts for Break Time activities will be recommissioned and a different approach taken to improve how we meet needs, provide quality support, choice, value for money and a more consistent offer across the county.

The proposed changes to the Short Break Offer that form part of this consultation relate to the Short Break Offer that can be accessed without a social care assessment of need. This is currently called Lancashire Break Time. In the new offer it will be called **Break Time**.

Proposed Break Time Offer

It is proposed that the criteria and process for accessing **Break Time** activities is changed to make sure access to Break Time is fair, clear and transparent. The Short Break Review identified significant differences in the amount of hours some children were accessing across Lancashire. It also identified that some children who didn't fit the criteria were attending Lancashire Break Time.

Other information about the propose new short break offer

It is proposed that children who receive short breaks through a Child's Plan following a social care assessment may be able to access Break Time activities as part of their plan. This is because this may benefit them more than having support on a 1:1 basis with an adult. This would be funded through their plan and not through Break Time funding. It is proposed to call this Break Time Plus. How this would work would be explored with providers as part of the new commissioning arrangements

For young people aged 18, the Local Offer contains information about accessible and inclusive activities. Information about these can be found here. If young people have had an adult social care assessment of need and receive support following this, short breaks may be provided as part of this

Timescales

The consultation ran for three weeks between 8 November 2020 and 30 November 2020.

A total of 24 suppliers responded to the on line survey.

3. Methodology

A self-completion questionnaire was used to gather suppliers feedback on the proposal using an on line questionnaire.

In the questionnaire, suppliers were provided the following statements, which highlight the key aspects of the proposal.

- The proposed age range for access to Break Time activities is 5 to 18 years old. A child would be able to attend from the start of the academic year (September) in which they turn age 5 to the end of the academic year in which they turn 18 (July).
- It is proposed that a child can attend a minimum of 10 hours and a maximum of 50 hours of activities or groups per year as part of the Break Time Offer.
- It is proposed that the minimum parent/carer contribution towards Break Time activities and groups is increased from £1 per hour to £2 per hour.
- It is proposed that the costs of specific Break Time activities, entrance fees and transport should be paid by parents/carers and not through Break Time funding.
- It is proposed that children with a plan of care and support, following a social care assessment, will be able to access Break Time activities and groups

through Break Time Plus. These children would not be funded by Break Time funding.

- It is proposed that the allocation of a Break Time Offer is prioritised for children with an education, health and care plan by date order of application.

Suppliers were asked how strongly they agreed or disagreed with each statement and then asked to provide why they felt that way for each statement.

3.1 Limitations

The findings presented in this report cannot be assumed to be fully representative of the views of all suppliers of Lancashire's Short Break Services. They should only be taken as reflecting the views of suppliers who were made aware of the consultation and who, given the opportunity, willingly responded.

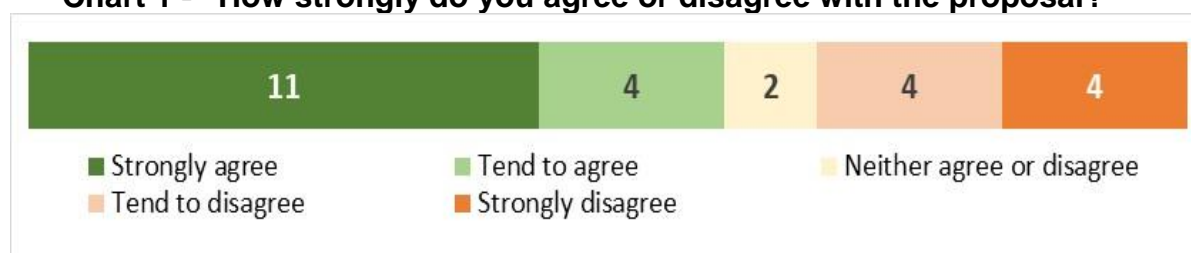
4. Main findings

4.1 Respondents' views on the proposals

Respondents were asked how strongly they agree or disagree with the proposal that the age range for access to Break Time activities is 5 to 18 years old, a child would be able to attend from the start of the academic year (September) in which they turn age 5 to the end of the academic year (July) in which they turn 18.

Two-thirds of suppliers (15) agree with the proposal, with just under half of all suppliers strongly agreeing. One-third (8) disagree with the proposal.

Chart 1 - How strongly do you agree or disagree with the proposal?



Base: All respondents (24)

Respondents were then asked why they said that about the proposal.

Comments from suppliers who **agree** with proposed age range for Break Time activities.

This has always worked for us, although due to the nature of the facility and staff our minimum age is 8.
We provide a play scheme during the school holidays in a school building and I would find it difficult to provide age appropriate activities for those over 18.
This feels like a good age group to implement the short breaks service based on historical practices etc
I think it's vital that SEND pupils can access relevant provision to participate in fun activities outside of home. I also think parents often need this respite.
I think some flexibility with the ages is necessary in order to avoid some children missing out on activities altogether.
We believe that would be a good age range for the Break Time activities.
However all services would need to be Ofsted early years registered to meet the needs of the 4 year olds as well as the Under 8's

Comments from suppliers who **disagree** with proposed age range for Break Time activities.

The provision should include 2-4 year olds with SEND as they can also be challenging and parents would benefit for some respite.
I feel that the age bracket should be 5-25 years. This way short break activities can support young people for longer.

<p>We run a play group for children with additional needs to be able to come in and give their parents a short break from the age of 3 years. This allows early intervention for these children to get the right assessment and ultimately the right school to move on to when they are 5 years. This has been a highly successful group but I can't get help from the shorts break scheme because the children are under 5 years by which time they are at school.</p>
<p>Think it could benefit many pre-school SEND children and so should be open from age 3?</p>
<p>What options will be available for children and young people outside of those age brackets? We've found that the parents and carers most desperate for support are those awaiting their child to start school.</p>
<p>As a provider this wouldn't work for the children/young person who attended our group and due to the needs of the children/ young people who attend our session we have very high staff ratio. This proposal will mean we won't have the funds to staff it.</p>
<p>SEND are not age dependent - children/young people's/adults' needs exist throughout their lifetime and families need appropriate, skilled, SEND services/activities to be available for them at any age</p>
<p>The previous age range was based on date of birth and not aligned with school academic years.</p>

Comments from suppliers who **neither agree or disagree** with proposed age range for Break Time activities.

<p>Each child / family has different needs. Some families may need support before the age of 5</p>
<p>As a provider we currently provide activities for children from the age of 6, I have no issue with children accessing from the age of 5 however I do think that separate sessions would be needed in the future for primary aged children and secondary aged young people. I think the new proposal provides clarity as to when young people are no longer eligible to access Break Time.</p>

Respondents were then asked about the proposal that a child can attend a minimum of 10 hours and a maximum of 50 hours of activities or groups per year as part of the Break Time offer.

Three-quarters of suppliers disagree with the proposed minimum and maximum hours, with just under a half strongly disagreeing. One-fifth of suppliers agree with the proposal.

Chart 2 - How strongly do you agree or disagree with the proposal?



Base: All respondents (24)

Respondents were then asked why they said that about the proposal.

Comments from suppliers who **agree** with proposal for annual minimum/maximum hours.

This sounds like a reasonable offer to families and the CYP themselves.
I think that is plenty.

Comments from suppliers who **disagree** with proposal for annual minimum/maximum hours.

Attendance should be led by the needs of the parents. Although I do agree that there should be a maximum limit to ensure that as many as possible can benefit from the provision
I understand that attendance may be a problem for some providers and they wish to share the opportunity equally. Attendance has not been an issue for our provision. Some children access the 3 hour sessions most weeks of the year. Our session delivery partner and their core values would have difficulty turning children away if they'd reached the maximum attendance and so probably continue to grant them access without claiming funding. This would not be the end of the world, but could cause confusion for monitoring purposes.
We tend to offer around 35 days per year during the holidays. 50 hours would equate to 10 days. Some parents need to access the provision for work commitments.
If a provider delivered an activity for 2 hrs per week x 38 weeks of the year (for example) then would we not receive funding for a young person after they have received 50 hours? It would be the provider that would lose finance. In many circumstances the families could not afford full cost recovery, and the providers could not turn children away. This model puts the providers at risk. Other LA's agree an annual figure that is paid to the provider for the delivery of a short break programme based on predicted cost and monitoring. This money is guaranteed and enables providers to (a) have sound financial planning (b) support as many

children as possible (c) use agreements to attract additional funding into cities/towns from regional and national sources.

I don't know why this has to be so prescriptive. Every child with additional needs and every family that includes 1 or more child(ren) with additional needs are different and living in different circumstances. Sometimes extra hours are needed in our holiday club due to totally unforeseen circumstances i.e. one year a mum of an additional needs child already accessing the club went in to labour early with her second child and due to circumstances needed extra sessions at the club for the child to attend the club - if that child has already had it's 50 hours we wouldn't get any help to supply these extra sessions from short breaks.

I think the short break offer should be individualised to meet the young person's needs. Some children/ families will require more support than others and this should maybe be reflected?

50 hours per year is less than 1 hr per week - I'd argue less than an hour a week is inadequate.

I strongly disagree with the hours proposed and believe that it does not provide equal opportunities for children and young people with disabilities, an issue I am extremely passionate about. Children with disabilities have rights enshrined in law. Article 30 of the UN Convention on the Rights of Persons with Disabilities places a legal duty on the local authority to ensure that children with disabilities have equal access with other children to participation in play, recreation and leisure and sporting activities. For access to leisure activities to be equal for children with disabilities they should not be limited to 50 hours per year as their mainstream counterparts can access unlimited hours of out of school activities. For most of the children and young people we support LBT activities are the only social and leisure activities they access. The maximum proposal of 50 hours per year will not even provide families with 1 hour of respite per week. Currently our weekly sessions run for 2 hours for 39 weeks of the year, for a child to access these sessions on a weekly basis they would need 78 hours per year and this is without respite during the school holiday periods. Many of the children and young people who access our activities are on the Autistic Spectrum and require routine and consistency. If children have a different routine each week due to limited Break Time hours they will face increased distress and anxiety, are more likely to display episodes of behaviours that challenge and may simply not be able to cope with the constant change to their routines. This will place additional pressure on the family, parents and carer's mental health may suffer and it may have longer term cost implications for the council. In limiting the hours, I do not believe the council have considered the needs of the children and young people who access LBT activities or acted in their best interests. Experience of delivering activities for over 15 years has shown that many of the children who access our activities take weeks and sometimes even months to settle in a new setting. I am concerned that new referrals may not be granted enough hours for Activity Coordinators to settle new children in adequately again leading to increased anxiety for the child. In addition, only having 50 hours will equate to a family being able to access 10 sessions during school holiday periods when the children are off for approximately 65 days per year and this is without any weekly sessions. The limit to hours under the new proposal will mean that the children and young people we work with will not get the benefits of attending regular social activities such as reduced social isolation, making and sustaining friendships, gaining independence away from the family, improved social skills, learning life skills and the opportunity to build self-esteem

and self-confidence which leads to improved mental health and overall well-being. The council has claimed that 50 hours will meet the needs of most families, however I have looked at our attendance figures for 2019 and we provided activities for 98 children and young people, of those 60% attended for more than 50 hours. Of those who attended for less than 50 hours, 40% were new referrals part way through the year or turned 19 during the year. These figures illustrate that 50 hours per year is not going to be adequate for most of our families. From a financial point of view in 2019 we provided 8781.5 hours of activities at a cost of £98,264.99 to the council. Based on the new proposal, if each of the 98 children and young people were limited to 50 hours per year based on the current rate of £11.19 that would cost the council £54,831. This would be a loss of funding of £43,433.99. As a provider this has me deeply concerned about our ability to meet the costs of LBT delivery. I have highlighted many times that the funding provided is not adequate and I am continually seeking additional sources of funding, something I should not have to do as the council should be providing adequate funding for LBT provision. Under the new proposals we are likely to have less children at each session however many of the costs associated with delivery are not dependant on the number of children who attend. I am aware this proposal was put together months ago however I think we need to take into consideration the impact the COVID-19 pandemic is having on families. We have several families that have not accessed LBT activities since they returned in summer due to their child or member of the household being extremely clinically vulnerable and not wanting to risk social contact with others. At the end of the pandemic these families are going to be in desperate need of a break and the children and young people will need to re-engage in social activities to overcome any mental health issues the pandemic has caused. LBT funding will be crucial in supporting families in the future and will be vital for the children's mental health and well-being, therefore I urge the council to reconsider limiting the number of hours children can access. My final point is that the COVID-19 pandemic has forced us all to experience social isolation due to the restrictions that have been placed on our lives. I think we can all agree we hate the fact that we cannot see our friends and family and that we are unable to go out and socialise. The amount of people now suffering with mental health issues because of this has soared. The past few months have given us all a real insight as to what daily life is like for people with disabilities and the constant social isolation they face. Although the primary purpose of Break Time is to provide respite for parents, one of the most valuable aspects of the activities for both the children and young people and their families is the social opportunities they provide along with the benefits the children and young people get from attending. With this in mind I urge the council to reconsider limiting the hours to 50 due to the detrimental impact it will have.

Not sure why there has to be a minimum? - What happens if they don't attend? Maximum of 50 is less than 1 hr per week per year which is not a lot. If a provider can offer more than this where there is a need then why not? (Possibly increase parental contribution for additional hours?)

50 hours equates to 1 hour per week which is not enough support for some families. There should not be ceiling maximum limits as each SEND child is very individual as is their family community

We have a loyal group of participants that use and access our provision throughout the whole year. Within some periods, this could go over the 50 hours of provision within one quarter of the year. It would be a challenge to constantly recruit the

number of new participants to sustain the provision for a long period of time to ensure that the services that we offer would be able to carry on.
Individual circumstances differ so much, this maybe enough for some families
We feel that this would be detrimental to the relationships between staff and children and young people and our ability to meet their needs as effectively as we do now, only seeing children and young people for such limited hours we would struggle to gain the in depth knowledge we need of the child or young person and to be able to build trust with the family and young person. I have concerns about where the demand would fall for when these hours would be accessed, i.e if it would it all come for example within the summer holiday periods so having contracted experienced staff like we do currently where the groups are more evenly spread would prove difficult. We also feel it would be detrimental to the friendships that children and young people build within a more regular group session, if a child is limited to a maximum of 4 hrs per month then building confidence and developing social skills would be incredibly difficult.
50 hours per year would only allow a child or young person to access a 3 hour play scheme session once every 3 weeks. Lots of our attendees thrive on routine, of which this proposal offers no routine. A 3 hour respite break for parents or carers every 3 weeks is neither time for them to study, spend quality time with other family members, or time to carry out basic day to day tasks. By the time drop off and pick up, and travelling to the location, it's down to 2 hours of respite every 3 weeks. I know that the majority of our parents or carers accessing our service would buckle under the proposed revision to the service.
Most children will use this hours within 2 weeks of the summer holidays, leaving over a 100 days unable to attend a group.
Any mainstream/non-SEND child /young person has no limit of hours on their social activities - why should SEND be any different? There just aren't enough providers specialist enough to offer a quality service. Would there be a legal challenge of discrimination? Normal pre-school (and disabled children up to 16 years) funded support for working parents is shown on LCC website as up to 30 hours per month. Would that be equally appropriate?
This is extremely restrictive. This will not allow us to give families they need. This would mean at 50 hours a child would only have approx 16 sessions (3 Hours) ver the year.
Most families need a minimum of a weekly or fortnightly group especially during school holidays.

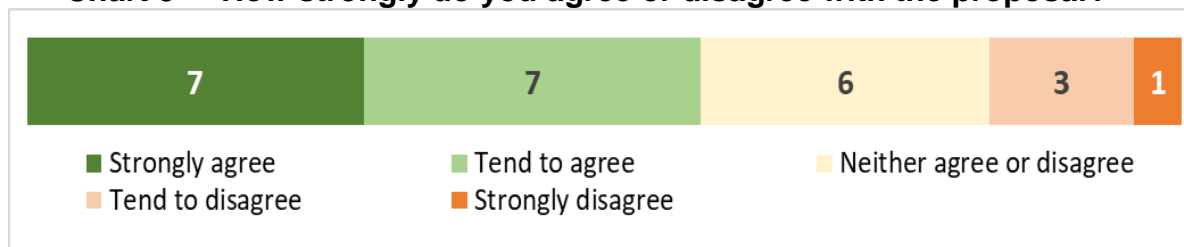
Comments from suppliers who **neither agree or disagree** with proposal for annual minimum/maximum hours.

It's difficult to put limits on accessing services, some families need more support than others and some families have less people they can rely on for care. Sessions could potentially have spaces available and we should be able to offer these to families where a child has already received 50 hours and run at maximum capacity rather than not offering it and running a quiet session.
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Respondents were then asked about the proposal that the minimum parent/carer contribution towards Break Time activities and groups is increased from £1 per hour to £2 per hour.

Over half of the suppliers agree with proposed parent/carer contribution, with just under a third strongly agreeing.

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



Base: All respondents (24)

Respondents were then asked why they said that about the proposal.

Comments from suppliers who **agree** with proposal to increase parent /carer contribution.

This represents value for money. Parent/carer contributions enable providers to develop services.
We charge parents more than this as the Short breaks money alone isn't enough to fund the places for additional needs in our club.
Families ultimately have shared responsibility with the LA to support their children, with rising costs for the LA and providers alike it seems sensible for all stakeholders to input their fair share.
There are high staffing costs in our provision, often 2:1 staffing to pupil ratios. This is due to the nature of the children that parents want to attend. It costs us far more than the grant we receive.
I wouldn't want children missing out due to a lack of money - it is these children who probably miss out on other activities.
We feel this increase would still be fair price for parents.

Comments from suppliers who **disagree** with proposal to increase parent /carer contribution.

We would need to consider this thoroughly with our delivery partner as their open sessions cost 50p per entry, to make it accessible to the most vulnerable children in the area. Before charging parents £6 per child, the implications of this would require investigation.
Although I understand the reason a charge is made, historically we have had difficulty getting this from some parents.
It's a 100 percent increase people can't afford.
Although providers may need and welcome the extra income - many families may struggle to find the extra money and their children's attendance at such provision

could be impacted - again discriminating against SEND children/young people.
Possible legal challenge?

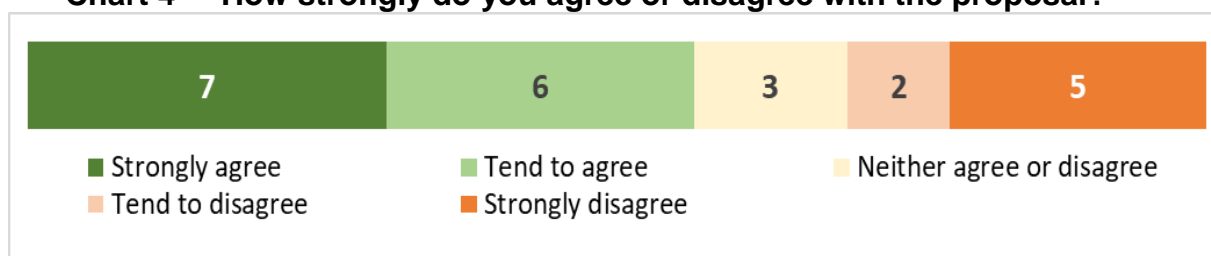
Comments from suppliers who **neither agree or disagree** with proposal to increase parent /carer contribution.

Could this be dependent on individual circumstances?
£2 will be difficult for some families to manage. Also, the administration costs associated with £2.00 per hour are likely to exceed the payment.
At present we charge £5 for weekly sessions and £15 for school holiday sessions, therefore the proposed increase will not have an impact on our families. I am concerned however that the increase will lead to a reduction in the hourly rate of funding provided by the council. As I have previously mentioned the level of funding is the biggest challenge we face in providing LBT activities.
Possibly in the future but not advised during Pandemic
We would be fine with the increase of the sessions from £1 to £2. We feel that the value of our services exceeds that price. However, we are happy to support parents and keep this at £1
We have our own charging policy for parents to access our service.

Respondents were then asked about the proposal that costs of specific Break Time activities, entrance fees and transport, for example a trip to Alton Towers or the Zoo, should be paid by parents/carers and not through Break Time funding.

Over a half of respondents agree with the proposal. However just under a third disagree with the proposal.

Chart 4 - How strongly do you agree or disagree with the proposal?



Base: All respondents (24)

Respondents were then asked why they said that about the proposal.

Comments from suppliers who **agree** with proposal for entrance fee and transport to be paid by parents/carers.

Special activities like this are beyond the remit of LBT funding so I agree that the additional costs should be met by parents/carers.

Entry fees should be funded by parents/carers however there needs to be enough Break Time activities available that don't incur such costs for those families that cannot afford to pay.
This reduces the burden on the LA and is in line with what other families would do if they were taking their children to an activity. It would be important that parents / carers are receiving the right benefits to help with this.
It does exclude some who don't have the financial resources to pay these costs.
They would pay this like any other parent taking their child out.
Again I would be concerned that the children who don't normally get this opportunity would be the ones to miss out again - could LBT give providers a budget for 'special cases' - criteria identified?
We have always done this as it wasn't permitted in the LBT funding rules to use LBT money for this.
This has worked well in the past for us, we have found trips always tend to be popular. I feel this would need to be balanced and in the past we have always offered a trip or in base option choice.
It's completely understandable for any additional costs to be met by parents and carers, and our parents and carers understand that.
We do that already.
as long as there is some continuity for parents in financial hardship or the service will create barriers to access.

Comments from suppliers who **disagree** with proposal for entrance fee and transport to be paid by parents/carers.

Whilst this would not be an issue for many parents those on a low income would be unable to access this provision
If a family cannot afford to pay for their child to go to Alton Towers will they miss out? Will they ever get a chance to go to Alton Towers? Maybe it should depend on individual circumstances.
Holiday programmes are important periods for young people, parents/carers. By not supporting entrance fees and transport the LA will limit opportunities for their children. Many young people rely on providers to widen their horizons and introduce them to new opportunities. Access to activities outside of Lancashire can enable longer periods of respite for parents/carers.
I believe that the council should be providing adequate funding for all aspects of service delivery. I also think the impact COVID-19 has had on families and the fact that many families are struggling to make ends meet should be considered. Many people have lost their jobs recently, have been furloughed or have missed out on the government's financial support package. I am concerned that families may miss out on Break Time activities due to financial hardship or financial constraints and this could have a severe detrimental affect on the family. This aspect of the proposal will hit the poorest families in our communities the hardest and these are generally the ones who require support the most.
This will alienate poorer families and restrict them - some of our families have more than one child accessing activities.

Punishment for our most vulnerable families, who can only afford trips like this thanks to Break Time.

It's a known fact that SEND is more prevalent in low income families who are far more likely to need such funds just to pay for food & basic home bills than spend on their children/young people on such trips.

Comments from suppliers who **neither agree or disagree** with proposal for entrance fee and transport to be paid by parents/carers.

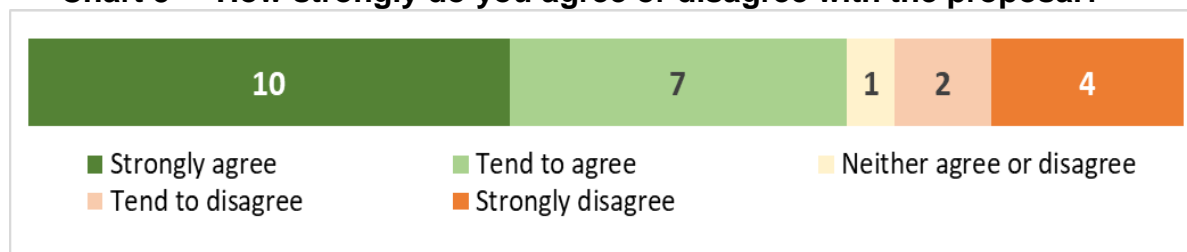
If parents cannot afford the trip will there be subsidised activities or would a child be excluded?

This is an area we feel could be discussed, and would much rather this than the lower allocation of hours.

Respondents were then asked about the proposal that children with a plan of care and support, following a social care assessment, will be able to access Break Time activities and groups through Break Time Plus. These children would not be funded by Break Time funding but through their social care package of support (eg Direct Payment or commissioned support).

More than two-thirds of respondents agree with the proposal and a quarter disagree with the proposal.

Chart 5 - How strongly do you agree or disagree with the proposal?



Base: All respondents (24)

Respondents were then asked why they said that about the proposal.

Comments from suppliers who **agree** with proposal for access through Break Time Plus for certain children.

Agree, though systems need to be established to avoid confusion and make it easier for providers to maintain this requirement.

They don't need funding twice for the same activity

It is only right and fair that children with a plan of care and support can access the services and groups but this should not be instead of other disabled children who do not have such a package. The Short Breaks provision should prioritise the families that don't receive any help.

It would be important to have a clear definition of what the funding streams are being used for. This would help families and LA and also providers who would know what is accepted and what isn't and how it is paid for and the implications of this.

I strongly agree with this proposal as children with social care package have, under the current arrangement missed out on social activities with their peers. I think this will be a positive change and will meet the social needs of children with social care assessments. I would like more information on how this will work as it will impact the financial arrangements for delivering Break Time.

This would be something that we would like to explore more and feel that this is a really good suggestion.

It is important for children and young people on packages of care have the same access to activities and social interaction of those accessing Break Time.

Comments from suppliers who **disagree** with proposal for access through Break Time Plus for certain children.

Sounds like an overly complicated model that places more financial risk with the provider. Furthermore, this would be an administrative challenge for providers whom many of are small to medium size enterprises or charities.

It is right that children with an assessment should be able to use their direct payments to access the club. We have never turned down a child needing a space because they do or don't have an assessment (I just don't claim for those that do) - to my knowledge the direct payment hours don't go up during the holidays - our parents feel they need their direct hours and our club hours in order for them to do the best for their child, the other children within their family and their own mental well-being.

In my experience, these children are often extremely challenging and require 2:1 staffing. This reduces the offer to other children who are just below threshold but families desperately need something.

I can't express how much I thoroughly disagree with this proposal. A child who has access to 6 hours per week support through a social care direct payment plan, cannot access 30 hours of school holiday play scheme at school, that they're used to, for the sake of 6 hours care with a carer, that has taken the best part of 9 months to fight for. These children and young people, and their parents and carers are the most vulnerable in our society, and the proposed changes to LBT is already a huge concern to these highly vulnerable individuals.

How far does that money have to go already? And you are saying they have to use it for break time. Again punishing our most vulnerable!

Although it would be a welcome, positive change in providing greater activities available to SEND children/young people. Such a proposal would seriously impact on the number of activity hours that each child/young person could actually afford to take part in. Again reducing the hours children/young people actually receive from their support package.

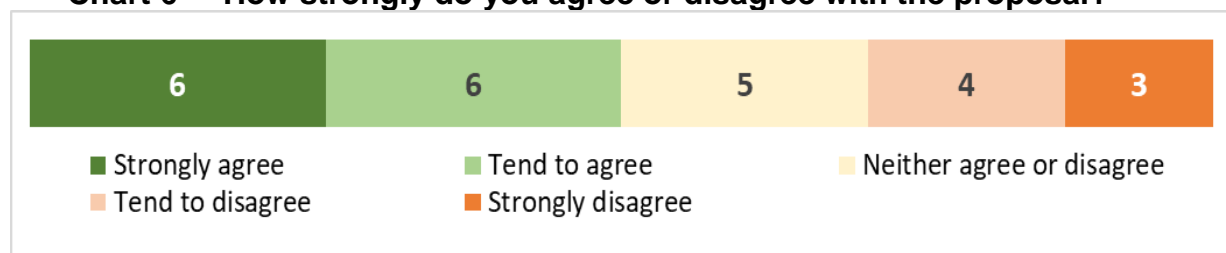
Comments from suppliers who **neither agree or disagree** with proposal for access through Break Time Plus for certain children.

Funding streams should be clear and equitable.
hours children/young people actually receive from their support package.

Respondents were then asked about the proposal that the allocation of a Break Time offer to be prioritised for children with an education, health and care plan by date order of application.

Half of respondents agree with the proposal to prioritise allocation. However, just under a third disagree with it.

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



Base: All respondents (24)

Respondents were then asked why they said that about the proposal.

Comments from suppliers who **agree** with proposal for prioritising allocation.

This will work providing Short Break application dates are well publicised to all.

Comments from suppliers who **disagree** with proposal for prioritising allocation.

I think it should go off individual circumstances and places be given to those more in need of the respite.

I think that everyone should be equally assessed for support. Although EHC would be in place for some, there are many CYP who don't have this for many reasons, some might be the delay in getting them done for example. There needs to be some reasoned thinking on how support is commissioned to those people who might go into crisis without the required support. CYP are an extremely vulnerable group and whilst EHC is easier to look at in terms of categorising, there would need to be some thought around others too.

It has always been my understanding that LBT was for children who had lower level support needs and could access group support. I feel that the eligibility criteria should remain as flexible as possible, especially in the current situation the nation finds itself in relating to the COVID-19 pandemic. I feel that Break Time activities should remain available for all children and young people who cannot access universal provision due to sensory issues, learning difficulties, physical mobility problems, etc. Over the last year we have also seen children with sever

social anxiety access our activities and I think the criteria should include mental health issues like anxiety due to the individual support these children require to access activities. The process of getting a diagnosis for a child can be extremely lengthy and I have heard many accounts from parents of how they have had to battle against the system. Add to this the backlog that is in place due to the COVID-19 pandemic and we may find that under the new proposal families may be left struggling for a couple of years without support whilst waiting for an EHC Plan. If allocation is prioritised for children with EHC plans we may also find that we are missing reaching other families for whom Break time activities could be a vital means and realistically their only means of support. Children are only eligible for an EHC plan if their support needs affect their education, however we currently have several children accessing who do not have an EHC plan but whose only social activity is through LBT. I feel a more holistic approach to a family's needs may be more appropriate going forward as we may have parents suffering with mental health issues for which Break Time activities are a lifeline. I also feel that families should be able to access Break Time activities at any point they realise their child or they as a primary carer would benefit from the service.

It is the children without an EHCP that need help the most, many don't get an ehcp because of not being academically behind but still have a lot of support needs

This looks like cost cutting. Any SEND child/ young person with or without an EHCP is entitled to a short break service.

This seems very complicated as we run a service that caters for all.

Comments from suppliers who **neither agree or disagree** with proposal for prioritising allocation.

We've never experienced queues for children to access the sessions. Once their registration and induction has been completed, they've been fine to book into sessions.

Some families will be more able to negotiate the application process than others. Potentially children with greater need may miss out on opportunities.

4.2 Respondent's experience/interest in providing a service.

Respondents were then asked if they have experience of providing such a service or similar short break activities to children and young people, with special education needs and disabilities.

All respondents are experienced in providing a short break service.

Chart 7 - Do you have experience of providing such a service?



Base: All respondents (24)

Respondents were then asked what they understood to be the main challenges to the delivery of short break services for children and young people. The following comments were made.

Funding and staffing especially with COVID-19.
Booking systems Communication with parents/carers.
The main problem I face is staffing the provision. The students that attend have EHCP's and require specialist care. If staff with the relevant knowledge/experience are not available it is very difficult. If staff were on more money they would be more likely to give up their time in the holidays. Also it is difficult when we get children from other schools as we don't know them personally, we are able to read the EHCP but I feel we need more personal information than this. We have had children attend in the past and the provision was not suitable for their needs at all.
Our biggest challenge is having consistent staffing that understand the complex needs. Making sure the group as a good blend. Getting feedback on a regular basis from young people and parents/guardians about what they enjoy.
Within Lancashire it is the amount of funding available and the commissioning model used.
Every short break service is different and requires different financial input. This became clear at the providers meetings I attended. Coupled with every family being different and having different needs that can vary so very much.
The difficulty has always been in securing qualified and experienced staff for the holiday periods and the level of funding awarded by Lancashire County Council.
Challenges are families and perhaps their expectations of what services can deliver. Money, often families are reluctant to contribute towards costs. The preferred provider scheme is inconsistent and social workers commission to who they know rather than what service would best meet the needs of CYP.
The groups need to be collated with similar ages/ abilities etc to allow for full inclusion in activities and to make them more person centred, or some children naturally get left out if the activity doesn't suit a wide range of needs?

Transport Location Reliability Content Skills base of staff
Location to deliver activities. Adequate numbers attending to make it financially viable.
Adequate funding and the ability to afford and retain qualified and experienced staff.
Staffing. Some support staff do not want to support the extremely challenging children at the end of a work day or weekend. They can often earn more with a private care provider. Environment - this must meet the needs of the pupils therefore we offer this within our school building. Finding staff to meet the complex needs of the pupils, ie. gastrostomy training etc. Transport - some families want their child to attend but cannot transport them home. They are often from areas not local to school therefore the costs of us providing this cannot be sustained. We therefore do not offer transport.
the Age should be to 19 as we have students that would like to access that our 19
Accessing appropriate venues for a group of children with a wide range of needs. Ensuring appropriate staffing. Having access to appropriate vehicles. Ensuring children turn up to sessions that could have been allocated to another child. Managing Behaviour and Health concerns.
Funding being based on attendance. Staffing ratios and having experienced staff. Pre booking activities before funding is available.
Covid has been the largest challenge for our groups.
Only being inform one or two holidays at a time that we have funding so can't plan ahead and book staff for the year.
Uncertainty of not having long term funding agreements and the difficulties with staff retention that this brings, not being able to plan ahead beyond a term at a time, short notice requests and short notice of confirmed funding. Children and young people booking onto session but not turning up on the day with all staff, plans etc in place. Finding appropriate low cost venues to operate out of, with adequate disabled changing facilities ie hoists and rise and fall beds, we currently have to take large and heavy equipment across the county. Ideally we would want to work in partnership with special schools, youth zone centers etc.
The major challenge is the constant threat of the removal of services. We don't know whether we have a future in providing the service for the children and young people, so we struggle to plan long term as a provider. Another struggle is providing support for those needing 1:1 support, from a funding aspect.
We can't have as many children attend as we would like and often have a waiting list.
Specialist, quality, local provision. Providers with an extensive, full knowledge of a wide variety of SEND. Appropriately trained, experienced staff. Flexibility in delivering an appropriate service that adapts and meets SEND needs. The whole service needs to be family orientated or will not be able to be accessed by the SEND children/young people even if appropriately funded.
Transport and ensuring access for some of our most vulnerable children and young people

Respondents were then informed that we understand that the ratio of staff to children/young people is an important consideration to ensure the safety and enjoyment of group activities. We welcomed feedback with regard to staffing ratios for group activities. The following responses were made.

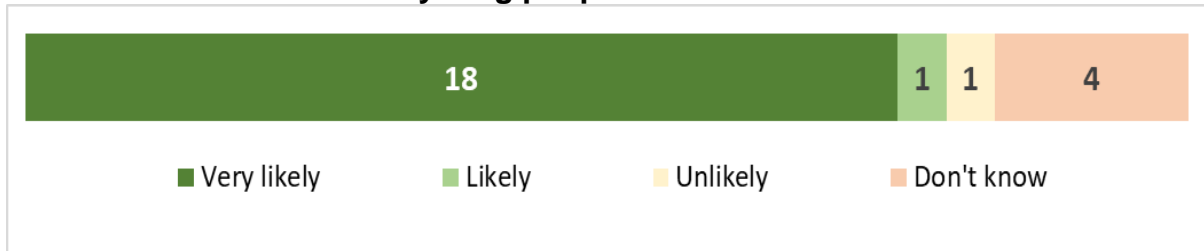
As a minimum should follow guidance from LCC Education Visits with the additional considerations for SEND
Due to the nature of the facility and activities that take place, we operate with 2 floating staff members on hand to react in the event of an incident involving an emergency or a child's emotional health.
For our provision to run safely and for the children to get the most out of the experience we need a very high staff to children ratio. Some children need at least 1-1 with extra staff on hand just in case they go into crisis/need emergency rescue medication or moving and handling.
At Inspire we work with ratio's 1:2 / 1:3
Ratios will always depend on specific activities and cohorts of young people.
Our holiday club has to be heavily staffed as the children are here all day in some circumstances. Manual handling, changing, personal care, medication giving, position changing, feeding etc... Our staff have to have breaks during the day too but cover has to be provided for all needs being catered for.
Staffing ratios have to depend on the level of care needed by the children. For children who are medically complex or who have challenging behaviour a staff ratio of 1:1 is often required. This also allows for staff breaks, toilet breaks and any unforeseen events.
It depends on the service users and their individual needs, some may be 1-1 for example and commissioning would need to reflect this. It would be useful to have meaningful conversations with people.
Each child needs individual assessments. There must be scope to allow some children the freedom of 1:3 and some maybe 2:1. Considering many of these children by default will need higher ratios for moving and handling or behavioural needs should be considered in the funding allocation.
Not all children enjoy or can participate wholly in group activities. Staffing levels 1:1 plus to meet individual need within the group Additional staff for specific activities eg coaches, instructors etc
Dependant on the children/young person's needs we have had staffing ratio of 1:1 up to 1:5.
Under the current LBT offer we are providing group support however many of the children who attend our activities require 1:1 support. At present I seek further funding to be able to provide this as it's the safest way of providing activities and it is particularly important when out on trip days. Group support is not adequate when dealing with behaviours that challenge. It can take up to four members of staff to deal with these incidents which then leaves the rest of the group short staffed. We have delivered with both group support and 1:1 support and the sessions always run smoother with less episodes of behaviours that challenge when 1:1 support is provided.
Very difficult to say - it is needs based. Some need 1:1 or 2:1, others might manage less support, ie. 1 staff to 3-4 pupils.
We have 4 staff to 12 pupils on each trip.

<p>All children have a banding (not always appropriate) - perhaps these could be used to help identify ratios.</p>
<p>Staffing ratio for a group of SEND children is not the same as mainstream and depends on the cohort of children. For example we have some children who attend who can be supervised at one adult to 3 children. Others are one to one supervision. When we open up the clubs for booking we do not know who will apply. We could have 5 children needing 1-1 and 3 needing 1-3 supervision or vice versa.</p>
<p>We run at around a 5/1 ratio.</p>
<p>We staff on 2 to 5 basis then add students or volunteers if more support is needed.</p>
<p>On the whole our 1-3 ratio works very well for children accessing Lancashire Break Time, however where complex medical needs or moving and transferring is required this can present with challenges and more staff are required during personal care times or group outings. For children and young people on a assess package of care a higher level of supervision is needed.</p>
<p>This depends really on the children we have attending. Indoors, pre Covid, was 10 children to 3 staff. During Covid, outdoors, was 6 children to 4 staff. Some of our attendees require more intensive support than others to be able to safely attend our sessions.</p>
<p>We often have children who need 1:1 support, 2:1 and personnel care needs. We pride ourselves on only having experienced and qualified staff. This means our staff cost are high and as the funding just covers it now it will nowhere near cover it if the changes are made. High staff means the child/young person has the best time In a safe calm environment.</p>
<p>Having provided SEND activities for many years - correct staff ratios are vital to maintain safeguarding, health & safety risk mitigation and meeting all SEND needs. The better prepared and more numerous staff are on hand to run sessions smoothly - the more appropriate, fun, supportive a session can be delivered. At best - a one to one approach with new attendees to provide the best quality service which should be modelled to show best outcomes for those children/young people attending.</p>
<p>We staff according to the needs of the children who attend and also making sure we are keeping to the rules as stated by our Insurance. It could become a challenge if a child attends who is in a Mainstream setting with support under an EHCP, books to attend our setting under Lancashire Breaktime where will the funding come from to pay for additional support for that child.</p>
<p>If the groups will cater for children who may have occasional challenges then a minimum of 1:3 feels safe and appropriate.</p>

Respondents were then asked that given the proposed changes, how likely they would be to express an interest in providing short break services/activities to children and young people with SEND in Lancashire.

Given the proposed changes, the majority of respondents express an interest in providing short break services.

Chart 8 - Given the proposed changes, how likely are you to express an interest in providing short break services/activities to children and young people with SEND in Lancashire?

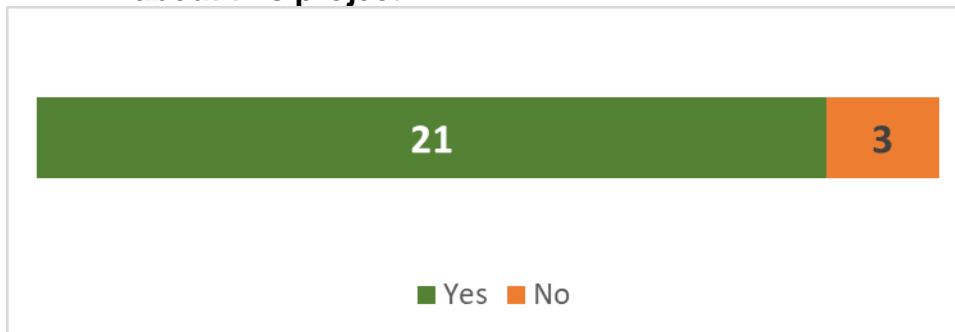


Base: All respondents (24)

Respondents were then asked would they/their organisation be interested in taking part in further dialogue about this project.

Most respondents are interested in being involved with further dialogue on the short break project.

Chart 9 - Would you be interested in taking part in further dialogue about this project?



Base: All respondents (24)

Appendix 1 – respondent details

Table 1 - Name of supplier's organisation

Tom Halstead	Chorley Council - Community Engagement Officer
Lyndsay Stevens	Extended services manager
Ryan Powell	Inspire Youth Zone Head of Youth Work
Elliott McKinnel	Programme Manager for Friends of Ridgewood Community High School.
Hilary Lees	Treasurer - Pear Tree Holiday Club
Lyndsay Fahey	Rainbow Hub (previously The Legacy Rainbow House) Interim CEO
John McBeth	Pendle Support -Director
Faye Mellor	GS Social Care Solutions Ltd, Nominated Individual
Tracey Morris	Lancashire County Council, Evergreen Lodge Registered Manager
John Rattigan	Crossroads Care East Lancashire Chief Executive Officer
Joanne Barnes	Play Inclusion Project
Nick Barrett	Holly Grove/Burnley Campus Social Enterprise
Fiona Gill	School Business Manager Morecambe Road School
Dave Maclean	Blackpool FC Community Trust
Julie Richmond	Piccadilly Support Services Assistant Manager
Cathy Trengove/ Lorraine Moody	Children's Service Manager / Team Manager
Klair Ward	It's SLIME for fun
Kirstie Lee	Slime for fun owner/club leader
Clare Mulderrig	Rosendale Rays Chairperson
Jane Halpin	Unique Kidz and Co Trustee Hannah Procter Head of Finance
Debbie Nolan-Plunkett	Barnardo's Assistant Director

Section 4

Equality

Analysis Toolkit

Review and Redesign of Lancashire's Short Break Offer
for Children and Young People with Disabilities
For Decision Making Items

February 2021

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

The proposals follow a review of Lancashire's short break services for children and young people with special educational needs and disabilities and their parents and carers. The review has considered the current services on offer that can be accessed without a social care assessment and the criteria that applies to this; and the services that can be accessed following an assessment.

The current unassessed short break offer in Lancashire is called Lancashire Break Time. The proposed new short break offer discussed below will be called Break Time. The day time and night time short break service will be called Day Time and Night Time.

Break Time

Eligibility Criteria

- Children will be able to access Break Time from the start of the academic year (September) in which they turn age 5 to the end of the academic year in which they turn 18 (July).

- Parents and carers will need to demonstrate that their child or young person has special educational needs and/or disabilities meaning they are unable to access universal services and activities; and the parent and carers are in receipt of child benefit for that child or young person.

- Children will live in Lancashire (excluding Blackburn with Darwen and Blackpool council areas).

- Children are not eligible to attend Break Time if:
 - They are looked after children and live with their parents, in a foster family or in a children's home (however children living with special guardians or someone who is in receipt of carers allowance for that child, are eligible)
 - They have had a social care assessment and receive Day Time or Night Time short breaks following this, through a social care plan of support.
 - They attend a residential school or receive short breaks as part of school support to families.

Break Time short break offer

- Each eligible child or young person can access up to 78 hours of Break Time activity within a year.
- 78 hours equates to one and a half hours of activity every week of the year, two hours a week in term time or a six-hour activity every week of the school holidays. The duration of after school, weekend and holiday activity and clubs varies dependant on the provider and families will be able to use the hours flexibly to meet their needs.
- Families will need to apply for Break Time on an annual basis.
- Families can purchase additional Break Time hours if required and this will form part of new commissioning arrangements.
- Families can request a social care assessment of need if they do not feel the new Break Time offer meets their needs.
- The allocation of a Break Time offer to those children who are eligible will be prioritised by date order of application where demand for the Break Time offer exceeds the availability of the service. Where families do not receive a Break Time offer in one year they will be prioritised the following year.
- There will be a minimum contribution towards Break Time by families of £2 per hour. This is in addition to any specific costs for activities, entrance fees or transport costs to activities which will not be provided by the Council.
- A limited number of hours will be protected at the beginning of each year so that eligible families who move into Lancashire will be able to receive a level of short break support during the year they move into the area. In subsequent years it is anticipated they will apply in the usual way alongside all other families.
- Subject to Cabinet's decision, Break Time commissioning activity will start following the decision with the new Break Time Service to start on 1 April 2022.

Day Time and Night Time

- There is no change to the eligibility criteria.
- Day Time and Night Time short breaks will be provided if identified as a need following a social care assessment.
- Day Time and Night Time short breaks, along with personal care support will be recommissioned, with commissioning activity starting following Cabinet's approval. Contracts will be awarded to approved providers in 2021

Break Time Plus

- Children and young people with a social care plan of support will be able to access Break Time activities and groups where this is assessed as a need following a social care assessment of need. Access to activities will be funded through their social care plan of support. This will be called Break Time Plus.
- Break Time Plus is intended to offer another option to meet the short break needs of children and young people and their families. Break Time Plus may be identified as able to meet all assessed short break needs of a child or young person or may be accessed in addition to other types of short breaks.
- It is proposed that Break Time Plus will be a separate contract to Break Time and subject to Cabinet's decision it is proposed that commissioning activity for Break Time Plus will start once Break Time is established, to start by 1 September 2022.
- Break Time Plus will not impact on access to activities through the Break Time hours and the Break Time budget.

Question 2 - Scope of the Proposal

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

The proposed new short break offer will have an impact on and affect parents, carers, children, young people, families and short break providers across Lancashire and it will impact on some groups differently.

The current Lancashire Break Time short break provision is not equitable across Lancashire. The criteria to access the service is not consistently adhered to. Families are currently able to access as many Lancashire Break Time hours as they want or need, subject to availability. Therefore, there is a discrepancy across the county in the number of hours accessed by individuals and between geographical areas.

There is not the same amount and type of provision in each area. The commissioning framework has gaps in it and different providers operate in different areas. Current commissioning arrangements do

not support forward planning by providers and for families. Data regarding attendance submitted by providers to the Council does not support the monitoring and review of the service to ensure it meets needs.

There are gaps in provision of day time and night time short breaks geographically and in relation to meeting certain types of need.

The lower age range for Break Time will change slightly to reflect that children will be able to access Break Time from the start of the academic year (September) in which they turn age 5. Currently the lower age is 4. This means that whereas children can currently access Lancashire Break Time activities from their 4th birthday, under the new proposed criteria for Break Time, they will be able to access activities from age 4 but only from the start of the academic year in which they turn 5, not from the child's 4th birthday. For example, if a child turns 5 in April 2022, they will only be able to access Break Time activities from September 2022, rather than from their birthday. The impact of this change to the criteria will depend when a child's birthday is and will have a greater impact on some children than others. However, should families feel they need more support than is available from universal and targeted services then they can request a social care assessment of need. The upper age range at which young people can no longer attend Break Time has changed to reflect the academic year in which they turn 18 (July).

The offer of 78 hours per year per child will provide a more equitable short break offer across Lancashire. This will enable some children to access more unassessed activities and groups than they have previously been able to access. Based on 2018-19 Lancashire Break Time attendance data, this offer of 78 hours should meet the needs of 75% of children and young people. 25% attended more than 78 hours and therefore the new offer may have a negative impact on this group of children and young people and their families. However where a child, young person or family needs more than 78 hours of short break support then the family can request a social care assessment of needs. It is considered that where more support than 78 hours is needed, that an assessment should be undertaken to enable needs to be fully assessed and understood and to identify the best way to meet those needs.

However, the data for both 2018-19 and 2019-20 also indicates that a proportion of children and young people attended activities who did not meet the criteria for Lancashire Break Time. In 2018-19, 43 of the 1204 attendees (4%) were not eligible because of their age. A further 391

children and young people (32%) were potentially not eligible because they were in receipt of a social care package of support in that year. Combining these 2 groups means that a total of 434 children and young people accessing Lancashire Break Time and a range of hours were not eligible for the service. The removal of this cohort of children and young people from the total number of children and young people accessing support from Lancashire Break Time leaves a total of 771. Further scrutiny of Lancashire's education and social care case management systems indicates that 714 of these 771 children and young people have some identified special educational needs or disability and therefore were eligible for Lancashire Break Time. No additional information is available within the council systems about the remaining 57 children and young people who are not accounted for above. It is possible that some or all of these children and young people have special educational needs or disabilities but equally it may be that they do not. There is some concern, based on the geographical areas they are accessing services in, that some may not live in Lancashire which may be the reason they do not appear within the Lancashire's case management systems.

Therefore, it has been identified that the proposals will have an impact on up to 714 children and young people based on the attendance of eligible children and young people in 2018-19

The proposed increase to the minimum parent carer contribution to £2 per hour for Break Time will apply to all attendees. This will have a greater impact on those families less able to afford it.

Break Time funding will not include the cost of specific activities, entrance fees and transport costs which is the current position. Providers are currently able to charge families for these costs however the position in relation to activities and trips which incur these additional costs varies across Lancashire.

It is proposed that parents and carers will be able to purchase additional Break Time hours where they feel this is needed, benefiting positively this group of families who want to access more Break Time hours and can afford to purchase these.

The proposed new Break Time Plus offer will enable children and young people who previously were not eligible to benefit from Break Time group activities and clubs to attend these, funded through their social care plan of support if this is assessed as a need. This will

create an opportunity for these children and young people that currently isn't open to them.

The proposed new short break offer and new commissioning arrangements are aimed at improving the sufficiency of short breaks and providing a better quality and more equitable service across Lancashire.

The new application process and commissioning arrangements for Break Time will provide data on needs which will enable the Council to have a clearer understanding of the needs of children and young people attending Break Time and geographically, where this need is, supporting more effective commissioning and the targeting of the short break service. This will help address some of the geographical gaps in the service. The new commissioning arrangements for Break Time and Break Time Plus, alongside the increased parent carer financial contribution are intended to support providers to meet the needs of children and young people more effectively and provide a better quality service, enabling providers to invest in staffing, training and facilitating forward planning

The commissioning of new Break Time activities will take into account the feedback from children and young people about the sorts of activities and groups they would like to take part in.

The proposed new Break Time offer has been informed by the feedback gathered as part of the review and redesign and all the consultation and engagement, from parents and carers, children, young people and providers.

Question 3 – Protected Characteristics Potentially Affected

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

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

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

In relation to protected characteristics the proposals will have a particular impact in relation to age (children and young people) and disability. The proposals affect a service for children and young people aged 0-18 with special educational needs and disability.

Age

Children will be able to access the proposed new Break Time offer from the start of the academic year (September) in which they turn age 5 to the end of the academic year in which they turn 18 (July). The criteria for the current Lancashire Break Time service is aged 4 to 18 years.

2018-19 Lancashire Break Time attendance data analysed as part of the review and redesign identified that there were 6 users aged under 5 and 63 aged 19-25 who would be unable to use the unassessed short break offer under the new criteria. The 19 to 25 year-olds should not have been accessing Lancashire Break Time as they do not fit the criteria and the under 5 year olds at that time will now be old enough to attend Lancashire Break Time. 2018-19 attendance data has been used as it is considered to be more accurate and representative of Lancashire Break Time uptake than the 2019-20 data. Attendance data for 2019-2020 and 2020-21 has been affected by COVID-19 and the lockdown restrictions meaning Lancashire Break Time was unable to be delivered and then delivered differently. As referred to in the Cabinet report, there are limitations to the accuracy of some of the data.

Disability

Break Time, Day Time and Night Time short breaks are a service for children and young people with a disability. The eligibility criteria to access Break Time relating to disability is that a child or young person has special educational needs and/or disabilities meaning they are unable to access universal services and activities. Eligibility for day time or night time short breaks is following an assessment of need. Disabled children are children in need under the Children Act 1989. It follows that all the recommendations about these services have an impact on those with disability.

Sex / Gender

It is anticipated that the new commissioning arrangements will provide clarity to providers with the intention that it will support forward planning and their recruitment, retention and development of staffing to support high quality short break services. This is likely to impact positively on women, who make up the majority of the workforce in these services.

Whilst age and disability are the main protected characteristics affected by this proposal, people affected will come from a range of other protected characteristics groups (for example, ethnicity, religion or belief, etc). Whilst age and disability are the main protected characteristics impacted by this proposal, people affected will come from a range of other protected characteristics groups.

Question 4 – Engagement/Consultation

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

There has been a period of engagement with parents and carers, children and young people and providers between September 2019 and November 2020 which has informed the proposals.

Activity has involved the following:

- Parent and carer short break survey - An online survey for parents and carers who had used a short break service from April 2018 until October 2019 was undertaken. The survey was designed in collaboration with the Parent Carer Forum. The survey was live between 24 September 2019 and 21 October 2019. 325 responses were received.
- Face to face meetings with parents and carers - 14 Face to Face Meetings were arranged to take place at a range of venues across Lancashire. These meetings were attended by 50 parents in total
- Providers - Two provider workshops were held on 18 November 2019 attended by 33 providers of Lancashire Break Time and the Chair of the Parent Carer Forum.
- Short Break Service Offer Redesign Workshops - Two workshops were held on 26 November 2019 and 11 December 2019. There were 65 attendees in total including representatives

from schools, providers, parent and carers, health services, Children's Services, wider Lancashire County Council partners and Lancashire Parent Carer Forum.

- Children and young people's questionnaire - An online questionnaire for children and young people went live on 29 November 2019 until 31 December 2019. 44 responses from young people were received.
- Face to face meetings with children and young people - engagement sessions took place in January and February 2020 which involved two-hour workshops led by Barnardos, Lancashire Parent Carer Forum and the Special Educational Needs and Disability Partnership Team. They were hosted in 5 different settings to cover primary, secondary, mainstream and special schools and 90 children and young people participated.
- Consultation with parents and carers took place through an online questionnaire live between 1 September 2020 and 14 October 2020. This questionnaire was for parents and carers of children and young people with special educational needs and disabilities who are currently using Lancashire's Short Break Service, have used it in the past or who haven't used it before. 205 responses were received.
- Consultation with short break providers was also undertaken between 10 November 2020 and 30 November 2020 through an online questionnaire. 25 responses were received.
- Engagement with short break providers took place on 10 November 2020 through a 2 hour online presentation and opportunity for providers to ask questions.

Engagement internally with officers from other Lancashire County Council services has also taken place as appropriate.

The key themes from the consultations are identified highlighted in the Cabinet reports and appendices of 12 March 2020 and 4 March 2021 and these have informed the proposed new short break offer.

Lancashire Break Time

- Lancashire Break Time meets the needs of many families and is valued.
- Families and providers want short break services that enable them to plan ahead.
- Families want choice and flexibility, with activities near their home

- Families want their children to be involved in meaningful activities, aimed at their interests and which help them to gain skills and independence whilst promoting inclusion.
- Families value skilled, experienced staff who know their children, can communicate with them and manage their needs and behaviours.
- A number of families indicated they were willing to pay more for holiday clubs and after school clubs if these met their needs
- Suggestions for specific activities were made by children and young people and parents and carers.
- Providers identified challenges in meeting complex needs

There were a range of views and conflicting perspectives shared in relation to a number of aspects of Lancashire Break Time:

- how to ensure a fair and equitable offer
- the priorities – for example, short breaks in holidays or after school clubs
- provision of transport to short breaks
- age range
- school based activities

There was consistency in the view that Lancashire Break Time activities should be accessible to children who have had a statutory social care assessment of need.

Day time and night time short breaks

Points raised in feedback were:

- The current criteria for Lancashire Break Time prevented access by children and young people who received short breaks following an assessment
- Challenges in managing direct payments and finding a carer
- Lack of flexibility allowed in the use of direct payments
- Increased access to night-time short breaks.
- Lack of clarity about access to night-time short breaks

Lancashire Break Time, day time and night time short breaks

- Families want services and opportunities for their children that are equitable and similar to those that can be accessed by children and young people who do not have disabilities.
- Information about short breaks could be improved as information is not reaching all families that would benefit, there needs to be

methods of communicating information other than digitally, , schools and other professionals should have a better knowledge about services available, knowledge about local activities is not known

- There isn't sufficiency of appropriate childcare to enable families to work.

Specific feedback from the children and young people's questionnaire was:

- Young people reported to enjoy a range of indoor and outdoor activities including sports, dance, arts and crafts and trips to a variety of venues. Trips were reported to be fun enabling children and young people to do things they normally wouldn't have the opportunity to.
- The majority of responses noted that they liked being able to socialise with their friends.
- Several comments did not want change as they are happy with current provision. Majority of children and young people would like more availability, offered in more locations. Improved advertisement was also suggested.
- Young people suggested lots of activities they would enjoy. The majority involved trips out, for example, bowling, cafes, cinema, swimming, horse-riding, trampolining and trips to the seaside. They also wanted more sensory activities, music clubs and opportunities for quiet activities.

The key themes from the face to face sessions were that children and young people wanted:

- to take part in outdoor activities, such as sports, gardening and fishing.
- to go to clubs where they would feel active, explore and have fresh air, meet new people and have a break away from their families.
- computer based and gaming clubs were a popular suggestion
- clubs where they could talk to people and express their worries or concerns
- Many young people felt that having a safe place to go to, amongst others their age, would be something that they would like in the future. Clubs or activities like this, in the past, have helped them to feel "confident," "included" and "appreciated."

Feedback from the consultation that took place with parents and carers and providers between September 2020 and November 2020, in relation to specific aspects of the proposed new Break Time offer:

- The majority of respondents agreed with the proposed age range for Break Time although some respondents expressed concerns about services for children and young people outside of the age range and that services for over 18 year-olds may not match the developmental age of young people. Some respondents expressed the view the Break Time age range should be the same age range for education, health and care plans (0-25).
- The majority of respondents disagreed with the proposal that a child can attend a minimum of 10 hours and a maximum of 50 hours of activities or groups per year as part of the Break Time Offer. The majority of respondents who disagreed with the proposal expressed the view that 50 hours was not enough. Respondents commented that 50 hours would restrict the activities children and young people would be able to access and would not support regular attendance and consistency. Respondents compared the offer to the unlimited number of activities available to children and young people without special educational needs and disabilities. Respondents questioned why there was a minimum offer and expressed the view that most people would want 50 hours. Some respondents suggested that the number of hours should be led by the needs of the parents and that different families had different needs. There was reference to the provision being needed for childcare.
- In relation to the maximum number of hours proposed, 22% of respondents felt the offer should be up to 100 hours and 59% of respondents felt the offer should be more than 100 hours.
- The majority of respondents agreed with the proposal that the minimum parent/carer contribution towards Break Time activities and groups is increased from £1 per hour to £2 per hour. Parents and carers who responded and who agreed with the proposed increase commented that they felt the increase was a fair and reasonable cost, good value for money, that they were in agreement to pay the increase for a quality service and that they would need to pay more for mainstream activities. Respondents who disagreed with the proposal commented that it was a 100% increase and that some families would be unable to afford this. Some respondents commented about the impact of the COVID-

19 pandemic on the abilities of families to be able to afford the contribution. Some respondents queried whether the parental contribution could be means-tested

- In relation to the proposal that the costs of specific Break Time activities, entrance fees and transport should be paid by parents and carers and not through Break Time funding (the current position); the majority of providers agreed with the proposal but the majority of parents and carers disagreed. Respondents who agreed with the proposal commented that they felt this was fair and were willing to pay these costs, and that they would need to pay these costs for a child accessing mainstream activities or if they took their own child. It was also commented on that direct payment recipients have to pay these costs. Respondents who disagreed with the proposals were concerned that families would not be able to afford for their children to go on trips and activities if they had to cover these costs and commented on the limited income of families with disabled children meaning these costs would be prohibitive. Respondents commented on the role of Break Time activities and providers in widening opportunities for disabled children and providing them with experiences they otherwise wouldn't have. Some respondents commented that they thought all activities and costs should be free
- Regarding the proposal that children with a plan of care and support following a social care assessment will be able to access Break Time activities and groups through Break Time Plus the majority of providers agreed with the proposal however the majority of parents and carers who responded did not express a specific view. 29% of parents and carers agreed with the proposal, 24% disagreed. Respondents commented on the benefits to children of attending group activities and that children with a social care package of support shouldn't lose out. Respondents also commented that they would like to use direct payments flexibly to access Break Time activities. Some respondents commented that they agreed with the proposal if there were enough places for all children irrespective of whether they were funded through Break Time or Break Time Plus. Comments from parents and carers who disagreed appear to relate to the limited information and detail provided regarding Break Time Plus and how it would work. Some providers commented that this could be a complicated model for providers,

but some responses indicated strong agreement and interest in this.

- The majority of respondents agreed with the proposal that allocation of a Break Time Offer is prioritised for children with an education, health and care plan by date order of application. Respondents who agreed felt that this was fair and that children with an education, health and care plan were most in need of the service and should therefore be prioritised. There were a greater number of comments shared by parents and carers who disagreed with the proposal. Respondents who disagreed felt that some children who didn't have an education, health and care plan were more in need of Break Time support and would benefit from this, than those that did and that getting an education, health and care plan was a lengthy process. Some comments related to prioritising access based on assessment and taking into account the needs of a child and family. Others commented that the proposals were not fair. One respondent commented that an education, health and care plan is about the child and short breaks are about the whole family's circumstances.
- Some respondents who disagreed with the proposal did not feel allocation of a Break Time offer should be prioritised by date order of application as this disadvantages parents and carers experiencing difficulties and those who struggle to complete forms.

Question 5 – Analysing Impact

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

- To eliminate unlawful discrimination, harassment or victimisation because of protected characteristics;
- To advance equality of opportunity for those who share protected characteristics;
- To encourage people who share a relevant protected characteristic to participate in public life;

- To contribute to fostering good relations between those who share a relevant protected characteristic and those who do not/community cohesion;

This proposal will impact on individuals with protected characteristics as outlined below:

- Data analysis of Lancashire Break Time attendees considered as part of the formulation of the new short break offer has identified that there is a cohort of children who have attended between 1 April 2018 up to December 2020 who did not meet the criteria as they were receiving short breaks through a social care package of support. In 2018-19, 43 of the 1204 attendees (4%) were not eligible because of their age. A further 391 children and young people (32%) were potentially not eligible because they were in receipt of a social care package of support in that year. Combining these 2 groups means that a total of 434 children and young people accessing Lancashire Break Time were not eligible for the service. The removal of this cohort of children and young people from the total number of children and young people accessing support from Lancashire Break Time leaves a total of 771. Further scrutiny of Lancashire's education and social care case management systems indicates that 714 of these 771 children and young people have some identified special educational needs or disability and therefore were eligible for Lancashire Break Time. No additional information is available within the council systems about the remaining 57 children and young people who are not accounted for above. It is possible that some or all of these children and young people have special educational needs or disabilities but equally it may be that they do not. There is some concern, based on the geographical areas they are accessing services in, that some may not live in Lancashire which may be the reason they do not appear within the Lancashire's case management systems. Therefore, whilst there will be an impact on children and young people who are accessing more than 78 hours of activities, a proportion of these were not eligible to access the service.
- Going forwards, the consistent application of the criteria for Break Time will ensure that only eligible children and young people can access the service, excluding those who previously attended despite not meeting the criteria. As above, a proportion of these children are receiving support through a

social care plan which can be reviewed to consider how needs that were previously met through Lancashire Break Time, can be met. Once established, Break Time Plus can be considered, enabling children and young people to access Break Time activities and groups, funded through their social care plan of support.

- In order to access Break Time, parents and carers will need to demonstrate that their child or young person has special educational needs and/or disabilities. As referenced above, the 24.5% children in 2018-19 identified as not having a special educational need may have a disability meaning they do meet the criteria if disability can be demonstrated
- However, for those children that fall outside of the criteria, their attendance will need to cease.
- As a result of considering feedback from the consultation with parents, carers and providers between September – November 2020, the proposed new Break Time offer is now proposed as a maximum offer of 78 hours. This equates to one and a half hours of activity every week of the year, two hours a week in term time or a six-hour activity every week of the school holidays. The duration of after school, weekend and holiday activity and clubs varies dependant on the provider and families will be able to use the hours flexibly to meet their needs.
- Whilst the offer of 78 hours meets the needs of 75% of families based on 2018-19 attendance data, it is acknowledged that it may not meet the needs of 25% of families who have previously accessed more than 78 hours of Lancashire Break Time.
- Some of these young people as referenced above, have been identified as having a social care plan of support over that same period and therefore did not fit the criteria to access the service but their short break needs can be considered through their social care plan of support. Some of these young people were not eligible to attend due to their age.
- The proposal of 78 hours is a short break offer that is in addition to other groups available for children and young people run by other services and organisations. These groups may be suitable for children and young people who need more than the 78 hour Break Time Offer.
- There is a concern that Lancashire Break Time, a service accessed without an assessment of need, is meeting the needs of a number of children, young people and families with a high level of need where providers are providing 1:1 or 2:1 staffing to

meet needs or manage behaviours in a group setting. The Council needs to understand why this is happening, and whether that is indicative of a wider need. It is therefore an indicator for a social care assessment.

- Families will be able to purchase additional Break Time hours if they want to access more than 78 hours per year and this will form part of new commissioning arrangements. This reflects feedback from parents and carers gathered during the consultation which has taken place.
- Where a child, young person or family needs more than 78 hours of short break support then the family can request a social care assessment of needs. It is considered that where more support is needed, that an assessment should be undertaken to enable needs to be fully assessed and understood and to identify the best way to meet those needs. Where a family request a social care assessment of need, the assessment will explore what other support is available to meet the identified needs, including from universal and targeted services. A social care assessment of need may not identify a need for more than 78 hours of short breaks.
- The current Lancashire Break Time service and the proposed new Break Time offer is not a service designed to provide support for parents and carers who work (the short breaks duty of local authorities under the Children Act 1989 and the Breaks for Carers of Disabled Children Regulations 2011 does not relate to providing short breaks to enable parents and carers to work). However feedback gathered through engagement and has identified the need for childcare and the use of Lancashire Break Time as childcare as a concern for parents and carers. Feedback gathered has indicated that some parents are willing to pay for Break Time activities to enable them to work, valuing the service in this respect. Therefore, the ability of parents and carers to purchase more Break Time hours would potentially benefit parents who want to use Break Time as childcare.
- The proposed increase in parent carer contribution towards Break Time from £1 per hour to £2 per hour will have a greater impact on families with a lower income or those whose income is affected by COVID-19. The proposed offer of 78 hours will mean families will have to contribute £156 per year towards accessing Break Time.

- Families will also have to pay the cost of any specific activities, entrance fees or transport costs. This is the current position, but it is not applied consistently across providers who offer trips and activities that incur additional costs. Not all providers offer these, however. This will therefore impact more on families who have children who are used to going on specific trips and activities and where families have not been funding these costs themselves.
- The parent carer hourly contribution to Break Time and the costs of any specific activities, entrance fees or transport will have a greater impact on families who have more than one child attending Break Time.
- Families will need to apply for a Break Time offer once a year and the allocation of a Break Time offer to those children who are eligible will be prioritised by date order of application where demand for a Break Time offer exceeds the availability of the service. Where families do not receive Break Time offer in one year they will be prioritised the following year. This arrangement for accessing the Break Time offer will disadvantage those families that may find it difficult to complete application forms or who aren't aware of services available and arrangements for access. There will be an impact on children, young people and families if they apply for Break Time but do not receive an allocation of hours due to demand. This may have a particular impact on children and young people who need continuity and consistency.
- The Break Time Plus offer will provide an opportunity for children who don't fit the eligibility criteria for Break Time because they receive short breaks through a social care plan of support, to attend a Break Time group or activity funded through their social care plan, if this meets their needs. This will increase options available to these children and young people and they will be able to benefit from a group activity.
- Tendering for the new Break Time offer will result in additional work for providers as the offer is different to Lancashire Break Time however commissioning arrangements for Break Time and Break Time Plus and the increased parent carer financial contribution will support providers to meet the needs of children and young people more effectively and an increased level of stability for providers, enabling investment in in staffing, training and facilitating forward planning.

- The proposed new short break offer is intended to provide a better quality and more equitable service for children and families across Lancashire which offers more flexibility and supports better forward planning for children and families.
- Improved information about short breaks on the Local Offer should advance equality of opportunity for parents and carers. It is intended that a greater range of activities will be commissioned as part of Break Time aimed at giving greater choice to children and young people about what they do and taking into account where possible, the interests expressed by children and young people through the engagement and consultation. The tendering process for Break Time will include information about the activities and groups young people said they were interested in for providers to take into account when bidding to deliver the new Break Time contract. Sufficient availability of a range of activities to meet demand will be an important consideration and at this stage it is not possible to predict how fully this element of advancing equality to such a range of activities will be met for all service users.
- The importance for children and young people of having time away from their parents and carers, gaining independence skills and having an opportunity to socialise was emphasised by many respondents in the consultation and engagement. For those who are able to access short break services this opportunity will be available through Break Time, Day Time and Night Time.

Question 6 –Combined/Cumulative Effect

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

The proposed new short break offer may result in an increased demand for social care assessments, particularly where children and young people have accessed a higher number of Lancashire Break Time activities than proposed by the new Break Time offer (over the maximum 78 hours per year).

The impact of this redesign may also be affected by the outcomes of other ongoing considerations within the Education and Children's Directorate at this time such as the review of the Early Help offer and

'Where Our Children Live' work on the availability of night time short breaks.

The COVID-19 pandemic has had an impact nationally on the financial situation of many families and therefore the impact of an increased parental contribution from £1 to £2 per hour and maintaining the current position in relation to costs of specific activities, trips and transport being funded by families will have a greater impact on those families who have limited financial resources. The numbers who may be affected is not known but is likely to have increased arising from the impact of COVID-19.

It is anticipated that COVID-19 will have an impact on the ability of providers to deliver a short break offer, the risks to children, young people through accessing short breaks and the needs of families for short breaks. The changing risks of infection; roll out of the vaccination programme, guidance for providers to manage risks and the position in relation to school attendance will also impact on this. It is difficult therefore, to predict demand for the new Break Time offer. Since March 2020, some families supported through a social care plan of support have needed more or different support for various reasons relating to COVID 19.

Question 7 – Identifying Initial Results of Your Analysis

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

Feedback from the proposals consulted on with parents and carers and providers between 1 September and 30 November 2020 has been considered and as a result, the proposals being presented for consideration by Cabinet on 4 March 2021 has been changed.

- The minimum offer of 10 hours and maximum offer of 50 hours has been changed as a result of considering the feedback. The maximum Break Time offer has been increased to 78 hours (consistent with the number of hours accessed by 75% of families who used Lancashire Break Time in 2019-20 (although it has been identified that not all of the 75% of attendees were eligible to access the service). It is now proposed there will be no minimum offer, however applicants will be asked to indicate if

they do not want 78 hours so another family can be allocated the hours.

- In considering feedback, there is a change proposed to how applications for a Break Time offer are prioritised where demand exceeds availability. It is no longer proposed that prioritisation will be given to children and young people with an education, health and care plan. However there needs to be a way of allocating the Break Time offer that is as fair, transparent and equitable as possible. It is proposed that the allocation of a Break Time offer to those children who meet the criteria is prioritised by date order of application only, where demand for a Break Time offer exceeds the availability of the service. Where families do not receive Break Time hours because of a late application, they will be prioritised the following year.

Question 8 - Mitigation

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

In mitigation of some of the impact above:

- Adherence to the criteria for Break Time will mean the service will be able to meet the needs of the maximum number of children and young people and parents and carers it was designed for.
- Under the changed age range criteria, children aged 4 and under will be affected. Data analysis suggests the number of children who would be eligible for the proposed new Break Time service is currently small. There are universal and targeted services available to support and meet the needs of these children and their parents and carers including those provided by Lancashire County Council as well as other organisations. Should families feel that these universal and targeted services do not meet their needs or they require more support than can be provided through these services, families can request a social care assessment of their needs. It is also acknowledged that whilst a very limited number of young people may continue to attend school over the age of 18, there are other targeted services for

young adults such as those provided by the Child and Family Wellbeing Service.

- If parents and carers do not feel the 78 hour maximum offer meets their needs and/or they need more support, they will be able to fund additional hours themselves. The Break Time offer is in addition to short break activities provided through the Early Help Offer for children with special educational needs and disabilities; and other activities provided by various charities and organisations across Lancashire.
- Families are also able to request a statutory children's social care assessment to identify their needs and how they should be met if they feel the Break Time offer does not meet their needs. This includes children under the criteria age. Young people over the criteria age may be able to access services through adult social care.
- It is intended that the new commissioning arrangements for the Break Time offer will result in a more equitable service across the county for children and young people with disabilities, their families and greater certainty for providers and their employees than current arrangements. For children and young people that will experience a change as part of the new Break Time offer and who particularly struggle with change, there is time for planning and support to take place on individual basis to help them prepare for this.
- The implementation of the proposed Break Time Plus offer will provide an opportunity for children who would benefit from a group activity but are not eligible for Break Time due to receiving a social care plan of support, to access this funded through their plan.
- There will be information about the new Break Time offer and application process published in the Local Offer. This will be promoted through a number of ways including face book, the FIND newsletter (disabled children's database), parent carer forum and through schools. Support to make an application and meet the deadline for application will be available for those parents and carers who need this.
- Provider engagement by Lancashire County Council prior to the retendering of short break contracts will support providers with the changes to the tendering process and new short break offer. This may be particularly useful for smaller provider organisations.

Question 9 – Balancing the Proposal/Countervailing Factors

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

The original proposal emerged as part of the County Council's response to meeting financially challenging conditions though changes in central government funding arrangements alongside increased costs of delivering services and increased demand for services.

Consultation and engagement has shown the value of short break services to children and young people, parents and carers and families but has also shown that although valued by a lot of children, young people and families; the existing Lancashire Break Time provision was not operating in a consistent way across the county and was not always able to offer the availability, flexibility or range of activities that participants needed. Feedback from consultation and engagement has been taken into account in the formulation of the proposed new model.

Delivering the proposed new Break Time offer will cost £1.174m per year. Given the financial pressures which remain within the County Council it has been proposed to increase the minimum contribution per hour of Break-time activity to £2 from £1 which has been the cost for the last 10 years. This will contribute to the financial offer to providers as part of new commissioning arrangements for the Break Time offer which will support the provision of a better quality, equitable service which supports providers to meet the needs of children and young people more effectively and an increased level of stability for providers, enabling investment in staffing, training and facilitating forward planning.

The £2 minimum contribution will also go directly to providers and consideration will be given to this being a form of a deposit at the time of booking a place on groups activities. The purpose of this is to try to reduce the number of wasted places, which currently occurs at a financial detriment to providers, and makes management of a limited resource more difficult. Arrangements will need to be in place to minimise the impact on this for providers and enable the maximum attendance levels on groups and activities. This will ensure the most

effective use of the Break Time offer and support forward planning for families.

Whilst it is acknowledged that the increase in parent carer financial contribution will be an increase for some families and will have a greater impact on some families it is hoped that it is not a substantial barrier to access.

The redesign process has also shown that there are some inconsistencies in how the eligibility criteria have been applied. New arrangements for the Break Time offer including the application process should ensure that only eligible children access the Break Time offer. However, it is acknowledged that this will adversely impact children and young people who have been accessing Lancashire Break Time despite not meeting the eligibility criteria. This will be particularly difficult for those whose disability means that they struggle to deal with change to their routine and/or who have used Lancashire Break Time for a number of years. However as referred to above, there is time for planning and support to take place on an individual basis to help them prepare for this.

There are elements of the proposed new Break Time offer and the proposed new methods of commissioning which are currently unknown such as the numbers of providers who will engage with the process, how demand might be increased by improved information and booking processes, what demand might be going forward (particularly in relation to the impact of COVID-19) and whether the range of activities available will match the demand. However, the proposed new short break offer is intended to deliver a more flexible, better quality and better value service with greater potential for choice. Monitoring arrangements will be in place to oversee the implementation of the new short break offer and how the service is meeting needs going forward.

For children, young people and families who are currently using Lancashire Break Time and will use it up to the implementation of the new Break Time model; and for providers there will be changes for all. For some children, young people and families the changes will improve the offer they are able to access and how they access it, for others their access will be less. In relation to Day Time and Night Time short breaks, accessed following a social care assessment of need the recommissioning of these services is intended to improve the sufficiency of provision and how individual social care packages of support are commissioned.

Question 10 – Final Proposal

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

The final proposals are outlined below. The groups affected are children and young people aged 0 to 18 and disabled children and young people.

The new criteria for Break Time will mean that some children who would have been able to access Lancashire Break Time will not be able to access the new offer. These will be children aged 4 and under and young people over 18 years old. There are other services targeted at meeting the needs of these children, young people and their families. For the children and young people who have been accessing a high number of Lancashire Break Time activities who will not be able to access Break Time activities to the same extent families can request a social care assessment of needs if they feel the offer of 78 hours does not meet their needs. The arrangements for applying for Break Time will ensure that children and young people who do not meet the criteria are not able to access the service, ensuring the service is targeted towards those whose needs it is designed to meet. The application process will also support the collection of data and a better understanding of the needs of children and young people, enabling better commissioning of the service going forward.

In summary, therefore, the redesigned Break Time service should be better directed towards those for whom it is intended. Families with children and young people accessing the highest number of hours will need to consider whether they feel they need a social care assessment of needs if they need more than the 78 hour Break Time offer. There may be a cost to this as it may lead to an increase in the number of social care assessments and support required following this. It is also intended that there will also be other improvements to the service with a reduction in wasted places. The Break Time service has been historically underspent, and the Council wishes to bring that to an end to ensure the Break Time service most effectively meets needs.

Break Time

Eligibility to access Break Time:

- Children will be able to access Break Time from the start of the academic year (September) in which they turn age 5 to the end of the academic year in which they turn 18 (July).
- Parents and carers will need to demonstrate that their child or young person has special educational needs and/or disabilities meaning they are unable to access universal services and activities; and the parent and carers are in receipt of child benefit for that child or young person.
- Children will live in Lancashire (excluding Blackburn with Darwen and Blackpool council areas).
- Children are not eligible to attend Break Time if:
 - They are looked after children and live with their parents, in a foster family or in a children's home (however children living with special guardians or someone who is in receipt of carers allowance for that child, are eligible)
 - They have had a social care assessment and receive Day Time or Night Time short breaks following this, through a social care plan of support.
 - They attend a residential school or receive short breaks as part of school support to families.
- Each eligible child or young person can access up to 78 hours of Break Time activity within a year.
- Families can purchase additional Break Time hours if required and this will form part of new commissioning arrangements from September 2022.
- Families can request a social care assessment of need if they families do not feel the new Break Time offer meets their needs.
- The allocation of a Break Time offer to those children who are eligible will be prioritised by date order of application where demand for a Break Time offer exceeds the availability of the

service. Where families do not receive Break Time offer in one year they will be prioritised the following year.

- There will be a minimum contribution towards Break Time by families of £2 per hour. This is in addition to any specific costs for activities, entrance fees or transport costs to activities which will not be provided by the Council.
- Subject to Cabinet's decision, Break Time commissioning activity will start following the decision with the new Break Time Service to start on 1 April 2022.
- Subject to Cabinet's decision it is proposed that commissioning activity for Break Time Plus will start once Break Time was established, to start by 1 September 2022.

Day Time and Night Time Short Breaks

- It is proposed that Lancashire's new Short Break Offer will provide Break Time, Day Time and Night Time short breaks alongside the Early Help Offer for children with special educational needs and disabilities; and other activities provided by various charities and organisations across Lancashire.
- It is proposed that there will be no changes to how children and families access Day Time and Night Time short breaks. These will be accessed through a social care assessment of need. Day Time and Night Time short breaks, along with personal care support will be recommissioned, with commissioning activity starting following Cabinet's approval. Contracts will be awarded to approved providers in 2021.

Question 11 – Review and Monitoring Arrangements

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

It is proposed that a group is established to support and monitor the implementation of the new Break Time offer and once implemented, support the ongoing review of the service and how this is meeting

needs on a regular basis. This would involve parents and carers, partners and children and young people.

In relation to the budget for Break Time, regular monitoring will be undertaken to ensure that any projected underspend resulting from either lower than anticipated take up or lower charges is highlighted as soon as it is identified. The impact of the new service on the number of requests for assessed short breaks will also be reviewed regularly. Significant changes in the demand and cost of the service will be reported to Cabinet in the quarterly Money Matters reports.

Equality Analysis Prepared By: Fiona Harris-Hilton and Jeanette Binns
Position/Role: Children with Disabilities Service Senior Manager,
Inclusion Service / Equality and Cohesion Manager

Equality Analysis Endorsed by Line Manager and/or Service Head: Sally
Richardson, Head Of Service, Inclusion Service

Decision Signed Off By

Cabinet Member or Director

For further information please contact

Jeanette Binns – Equality & Cohesion Manager

Jeanette.binns@lancashire.gov.uk

Report to the Cabinet

Meeting to be held on Thursday, 4 March 2021

Report of the Head of Service - Planning and Environment**Part I**Electoral Division affected:
None**A New Environment and Climate Programme for Lancashire County Council**

Contact for further information:

Andrew Mullaney, Tel: (01772) 534190, Head of Service - Planning and Environment
andrew.mullaney@lancashire.gov.uk**Executive Summary**

This report sets out proposals for a new programme of environmental improvement and carbon reduction for the county council.

In December 2020, the county council adopted an ambitious carbon reduction and nature recovery resolution that seeks to 'transition the Lancashire economy away from carbon by 2030, and address the biodiversity crisis'. Emerging new duties for the county council in the Environment Bill complement the resolution. To help implement the new responsibilities, a cross-directorate programme of environmental improvement and carbon reduction activity across Lancashire is proposed, comprising of:

1. Carbon reduction from county council buildings and property.
2. Tree planting.
3. Peatland restoration and carbon capture.
4. Local air quality management.
5. Nature recovery.
6. Active travel.
7. Strategy and programme management.

To deliver the programme, eleven new posts are proposed costing £543,000, together with operational budgets of £430,000.

Recommendation

Cabinet is asked to approve the proposals set out in the report.

Background and Advice

This report sets out proposals for a new programme of environmental improvement and carbon reduction for the county council.

In December 2020, the county council resolved to transition the Lancashire economy away from carbon by 2030; and address the biodiversity crisis. In addition, the imminent Environment Bill would place significant new obligations on the county council to deliver air quality improvements and nature recovery in Lancashire.

The government has recently announced a number of new environment and climate policy initiatives, aligned to funding budgets that could support the county council's new programme. These include:

- Ten Point Plan for a Green Industrial Revolution (£4 billion);
- A Green Future: Our 25 Year Plan to Improve the Environment;
- The Environmental Land Management Scheme: Public Money for Public Goods - A National Pilot. (replacement for EU's Common Agricultural Policy);
- Energy White Paper: Powering Our Net Zero Future;
- Public Sector Decarbonisation Scheme (£1 billion);
- Public Sector Low Carbon Skills Fund (£32 million);
- Green Recovery Challenge Fund (£40 million);
- Nature for Climate Fund (£640 million);
- Gear Change: A Bold Vision for Cycling and Walking (£2 billion).

The proposed programme will strengthen the capacity of the county council to respond to these challenges and funding opportunities.

In light of the above policy and legislative drivers, the following areas of activity should form part of a new environment and climate programme for the county council:

1. Carbon reduction from county council buildings and property.
2. Tree planting.
3. Peatland restoration and carbon capture.
4. Local air quality management.
5. Nature recovery.
6. Active travel.
7. Strategy and programme management.

Carbon reduction from county council buildings and property

The property portfolio consists of just under 2,000 assets which include a range of operational premises such as: libraries; family centres; day and residential care; depots; office accommodation; cultural and heritage assets.

There are 887 sites on county council bulk energy contracts. The running cost of the operational portfolio is in excess of £13.9 million per annum. Despite the reduction in building use resulting from the pandemic, there will be future opportunities to reduce energy use and costs, and to secure future grant funding such as the

£1billion Department for Business, Energy and Industrial Strategy Public Sector Decarbonisation Scheme.

Tree Planting

Large scale planting in rural areas.

The Ribble Rivers Trust, alongside the Lune Rivers Trust and Wyre Rivers Trust, has an ambitious project to plant more than 500,000 trees over the next decade; and has approached the councils in Lancashire for support. The trees will be located alongside the rivers Ribble, Lune and Wyre, together with their network of tributaries. The county council could support the project with its own resources and know-how.

Urban tree planting.

Alongside large scale planting in rural areas, the county council should undertake a programme of urban tree planting on roadside verges, footways and in the small parcels of land adjacent to the highway, and next to dwellings and business premises owned by the county council in urban areas. The benefits to air quality, drainage, biodiversity and amenity in urban areas will be considerable.

Moreover, the county is expected to see a substantial loss of trees over the next few years resulting from Ash dieback, leaving a visible impact on townscape and landscape. Replacement and additional tree planting will help to mitigate the impact of the tree disease.

Planting on county council land.

The county council owns a significant area of land, but much of this is already in operational use. A substantial number of trees (149,000) were planted on land owned by the county council between 2010 and 2015.

However, some areas of open land might remain where further tree planting could take place after a feasibility assessment has been carried out.

Peatland restoration and carbon capture

The carbon stored in UK peatlands is the equivalent to that of all the forests of UK, France and Germany combined. And the loss of carbon from peat is twice that emitted from aviation.

In Lancashire, some 13.5 per cent of the county's land area is moorland, with vast tracts of peat in blanket bog in the Forest of Bowland, West Pennine Moors, South Pennines and Leck Fell. Lowland peat moss also exists in some isolated pockets in western Lancashire. Lancashire has significant tracts of peatland in which carbon is currently stored and which can continue to capture carbon. Peatland restoration also helps to reduce downstream flood risk, moorland fire risk, and enhances biodiversity. A significant opportunity exists for the county council in this area, particularly through emerging regional scale peat partnerships.

Local air quality management

Short-term exposure to elevated levels of air pollution can cause a range of health effects and is a particular threat to vulnerable groups, including the elderly, very young, and those with existing health issues. Lancashire has 27 statutory Air Quality Management Areas, designated because of poor air quality caused by vehicle emissions.

The Environment Bill will require greater local action on air pollution by ensuring responsibility for tackling air pollution is shared across local government tiers. The additional resource proposed in this programme will strengthen the capacity of the county council to tackle poor air quality.

Nature Recovery

The forthcoming Environment Bill requires all areas in England to establish Local Nature Recovery Strategies. The aim is to link up habitats, restore nature and provide green space for communities.

In the 1990s, Lancashire pioneered an approach to protecting non-statutory wildlife sites by designating over 1,100 Biological Heritage Sites in the county. Re-energising this approach can underpin the county council's new nature recovery duties.

Active Travel

In July 2020 the government published an ambitious plan to boost cycling and walking, supported by a £2 billion budget. The county council has successfully bid for active travel funding on a number of occasions, and will continue to prepare funding bids supported by the preparation of seven Local Cycling and Walking Infrastructure Plans.

Using existing staff resources, the county council will continue to seek external funding, strengthening the delivery of active travel schemes in the Lancashire.

Strategy and Programme Management

Setting the correct strategic objectives and steering the programme for the county council will be important from the outset. Beyond the county council's activity, the work of Lancashire's fifteen councils on the Greater Lancashire Plan will underpin the development of a climate and decarbonisation strategy for the county. It will be important for the county council to play an active role in the preparation and delivery of the strategy, consistent with its resolution of December 2020.

There is also a need to prepare and oversee the implementation of a strategy for the reduction of carbon from the county council's own operations.

Governance

It will be necessary to establish an inter-directorate officer steering group to oversee and manage the programme. An annual report to Cabinet will set out progress against the objectives of the December 2020 resolution. A forward plan of activity will

also be agreed. Reports may also be made to the county councils' internal and external scrutiny committees.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Financial

The funding required to deliver this programme will cover a combination of operational and staffing costs with an additional 11 full time equivalent posts to be established to deliver the programme of work.

The full year costs of the additional posts and operational budgets is £973,000, with an initial £496,000 required in 2021/22 (as this programme will commence part way through 2021/22) and the full amount of funding required in 2022/23. This has been included within the budget for 2021/22 and the medium term financial strategy for 2022/23 onwards.

Risk management

The proposal is considered necessary to implement the council's new climate and biodiversity resolution, together with the council's emerging new legal duties in the Environment Bill. Not implementing the proposal risks reputational and legislative impacts, together with a possible challenge that the new duties are not being implemented.

The proposal is not targeted to any areas or locations, and so the impacts should not disproportionately affect any specific places, individuals or groups. There might be a modest positive impact on several groups of people if they live in disadvantaged areas that are also designated as Local Air Quality Management Areas because of poor air quality; though this is hard to estimate.

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A

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

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