

Lancashire County Council

Cabinet

Thursday, 3rd February, 2022 at 2.00 pm in Committee Room 'C' - The Duke of Lancaster Room, County Hall, Preston

Agenda

Part I (Open to Press and Public)

No. Item

1. **Apologies for Absence**

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

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

3. **Minutes of the Meeting held on 20 January 2022** (Pages 1 - 8)

4. **Questions for Cabinet**

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

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

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

Matters for Decision:

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

5. **Money Matters 2021/22 Position - Quarter 3** (Pages 9 - 88)

6. **Procurement Report** (Pages 89 - 96)

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

7. **Installation of Red Light and Speed on Green Cameras** (Pages 97 - 100)

Please note that Appendix 'A' to this report is in Part II and appears as Item No. 20 on the Agenda.

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

8. **Adult Social Care - Provider Fees Uplift Report 2022/2023** (Pages 101 - 112)

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

9. **Co-ordinated School Admissions Scheme 2023/2024 - Determination of the Qualifying Scheme** (Pages 113 - 126)

10. **Determination of Admission Arrangements for Community and Voluntary Controlled Primary and Secondary Schools and Sixth Forms for the School Year 2023/2024** (Pages 127 - 172)

11. **Determination of Home to School Transport Policy - Academic Year 2023/2024** (Pages 173 - 206)

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

12. **Cultural Services Fees and Charges Review 2021/22** (Pages 207 - 212)

13. **Lancashire Library and Museum Strategies 2022-25** (Pages 213 - 232)

The Cabinet Member for Health and Wellbeing - County Councillor Michael Green

14. **Annual Report of the Director of Public Health 2021-22** (Pages 233 - 268)

Matters for Information:

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

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

16. 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.

17. Date of Next Meeting

The next meeting of Cabinet will be held on Thursday 3 March 2022 at 2.00pm at County Hall, Preston.

18. 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.

19. 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 Resources, HR and Property (Deputy Leader) - County Councillor Alan Vincent and The Cabinet Member for Highways and Transport - County Councillor Charles Edwards

20. Appendix A to Item 7 - Installation of Red Light and Speed on Green Cameras (Pages 269 - 272)

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

Angie Ridgwell
Chief Executive and Director of
Resources

County Hall
Preston

Lancashire County Council

Cabinet

Minutes of the Meeting held on Thursday, 20th January, 2022 at 2.00 pm in Committee Room 'A' - The Tudor Room, County Hall, Preston

Present:

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

Cabinet Members

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

County Councillor Lorraine Beavers was also in attendance under the provisions of Standing Order No. C14(2).

1. Apologies for Absence

Apologies were received from County Councillor Azhar Ali OBE.

2. Disclosure of Pecuniary and Non-Pecuniary Interests

County Councillor Peter Buckley declared a Non-Pecuniary interest in Item 11 – Kirkham Town Centre Projects as his wife is the Leader of Fylde Borough Council.

3. Minutes of the Meeting held on 2 December 2021

Resolved: That the minutes of the meeting held on 2 December 2021 be confirmed as a correct record and signed by the Chair.

4. Questions for Cabinet

One question was asked by a county councillor at the meeting. The question and the response are attached to the minutes.

5. Procurement Report

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

- i. Supply of Water and Wastewater Retail Services;
- ii. Programme of Insurance Policies for the County Council;
- iii. Carers Assessment and Support Service;
- iv. Provision of Extra Care Services at Greenbrook House; and
- v. Lancashire Infant Feeding, Breastfeeding Peer Support Service.

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

- i. Supply of Water and Wastewater Retail Services;
- ii. Programme of Insurance Policies for the County Council;
- iii. Carers Assessment and Support Service;
- iv. Provision of Extra Care Services at Greenbrook House; and
- v. Lancashire Infant Feeding, Breastfeeding Peer Support Service.

6. Lancashire County Council (Alder Lane, Parbold Hill and Sparrow Hill, Parbold, Crow Orchard Road and Hall Lane, Wrightington, West Lancashire Borough) (Revocation, Red route Clearway and Prohibition of Waiting) Order 202*

Cabinet considered a report proposing to introduce a 'Red Route' Clearway along a section of the A5209 Parbold to Wrightington to combat the steep increase in highway parking that has occurred resulting in serious road safety concerns for both vehicles and their occupants, as well as other road users of this busy section of the A5209.

Resolved: That, the proposals for the Red Route Clearway along the section of the A5209 as set out in this report and the attached appendices, be approved.

7. Proposed Speed Cushions, Chain Lane & Staining Road, Staining

Cabinet considered a report proposing to construct a pair of speed cushions on Staining Road and two pairs of speed cushions on Chain Lane, Staining, as part of an evidence-based accident reduction scheme to reduce the speed of traffic through the existing 20mph zone.

It was noted that following the statutory advertisement of the speed cushions, the proposal had received four responses supporting the proposal, one of which requested additional speed cushions to be installed, and two responses from objectors to the proposal. The responses of which are outlined in the report.

Resolved: That, the installation of the speed cushions on Chain Lane and Staining Road, Staining as shown at Appendix 'A' of the report, be approved.

8. Station Road, Bamber Bridge - Bus Stop Clearways and On Street Parking Amendments

Cabinet considered a report proposing to address safety concerns and implement bus stop improvements on Station Road, Bamber Bridge between Collins Road and Greenwood Road.

Resolved: That, the proposed bus stops clearways and associated bus stop infrastructure as shown at Appendix 'A' of the report, be approved.

9. Schools Budget 2022/23

Cabinet considered a report seeking authorisation to submit the Schools Block budget pro-forma and requests approval for the Early Years, High Needs and Central Schools Services Block budgets for 2022/23, as required by the Government's school funding Regulations and Guidance.

In presenting the report, it was noted that Appendix 'B' of the report, which contained the feedback on the proposed budget proposals from the Lancashire Schools Forum following its meeting on 13 January 2022, was circulated to Cabinet following the agenda publication and would be attached to the minutes.

Resolved: That:

- i. The report, including the 2022/23 Dedicated Schools Grant allocations, the final budget proposals for each funding block and any comments made by the Lancashire Schools Forum, be noted;
- ii. The Acting Head of Service – Schools Finance be authorised to submit the final Schools Block budget pro-forma for 2022/23 to the Education and Skills Funding Agency by 21 January 2022, on the basis set out in this report;
- iii. The 2022/23 budgets for the Early Years, High Needs and Central Schools Services Blocks and local proposals for the High Needs Supplementary Grant allocation for 2022/23, be approved;
- iv. Agreed that the Dedicated Schools Grant Reserve underwrite the uncertainties around the 2022/23 Schools Budget; and
- v. The decision be implemented immediately for the purposes of Standing Order C28(3) as any delay could adversely affect the execution of the county council's responsibilities. The reason for this was to ensure that the necessary pro-forma could be submitted to the Education and Skills Funding Agency by the required deadline of 21 January 2022.

10. Department for Environment, Food and Rural Affairs Flood and Coastal Erosion Grant in Aid Capital Funding - Flood Risk Management Works and Studies

Cabinet considered a report seeking approval to add 10 externally funded projects into the county council's capital programme. These schemes would mainly be funded by the Department for the Environment, Food and Rural Affairs' Flood and Coastal Erosion Risk Management Grant in Aid capital funding programme, with one project being funded by

the North West Regional Flood and Coastal Committee's Local Levy. It was also noted that additional funding would be contributed from the county council's existing staff revenue budgets where appropriate.

Resolved: That, the addition of 10 externally funded flood risk management projects identified in the report, and as set out at Appendix 'B' of the report, with a combined value of £1,755,500.00 into the 2022/23 drainage capital programme, subject to final project approvals to be notified by the Department for the Environment, Food and Rural Affairs early in 2022, be approved.

11. Kirkham Town Centre Projects

Cabinet considered a report that provided information on a range of strategic regeneration activities in Kirkham Town Centre and opportunities that the county council has to add value to the proposed investment and provide significant economic benefit alongside importantly assisting the town's post COVID-19 economic recovery.

In presenting the report, it was noted that Appendix 'A' of this report was in Part II and appeared at item number 22 on the agenda.

Resolved: That;

- i. The Executive Director of Growth, Environment, Transport and Community Services, Director of Finance and Director of Corporate Services, in consultation with the Leader of the County Council and the Cabinet Member for Economic Development and Growth, be authorised to receive and approve, where appropriate, the funding business case and approve the grant funding agreement;
- ii. Approval be given in-principle, to investment of up to £3.2m capital to support the Kirkham Future High Streets Fund capital shortfall, subject to receipt of an appropriate funding business case and agreement of Fylde Borough Council to enter into a funding agreement;
- iii. It be noted that any county council grant funding will be subject to extensive due diligence, and which will be supported by a grant funding agreement prepared by legal, finance and economic development officers; and
- iv. It be noted that regular updates will be provided as required to the Cabinet Member for Economic Development and Growth.

12. Domestic Abuse - Proposed Approach to Address Statutory Responsibilities and Protection / Prevention

Cabinet considered a report seeking to advise Cabinet of the statutory responsibilities for Lancashire County Council under the Domestic Abuse Act 2021, and in particular the requirement to provide safe accommodation support services. It also proposed a wider public health approach to domestic abuse in terms of protection and prevention.

Resolved: That;

- i. The statutory responsibilities of Lancashire County Council under the Domestic Abuse Act 2021, and in particular the requirement to provide safe accommodation support services be noted;

- ii. The ongoing revenue budget as detailed in the report, so that both the statutory requirements and the wider prevention approach are funded to provide a holistic approach to domestic abuse be agreed; and
- iii. The general approach to the type of services being commissioned to address domestic abuse and support to victim-survivors, as detailed at Appendix A of the report, be agreed.

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

Resolved: That the three urgent decisions taken by the Leader of the County Council and the relevant Cabinet Members, since the last meeting of Cabinet, 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 3 February 2022 at County Hall, Preston.

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

18. Request for Waiver of Procurement Rules - Independent Investment Advisor Pension Fund

Exempt information as defined in Paragraphs 1, 2 and 3 of Part I of Schedule 12A to the Local Government Act 1972. The report contains information relating to any individual; information which is likely to reveal the identity of an individual; and 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 requesting a Waiver of Procurement Rules in relation to the Independent Investment Advisor of the Lancashire County Pension Fund.

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

19. Procurement Schedule Update

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 of the procurement activities for adult social care, particularly noting the legal advice set out in the report and the advice of Louise Taylor, Executive Director of Adult Services and Health & Wellbeing, in relation to the context and issues faced.

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

20. Where Our Children Live - Property Programme of Works

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 setting out the proposals for capital investment to deliver the property aspects of the Where Our Children Live programme.

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

21. Transforming Cities Fund Preston City Region Programme

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 Transforming Cities Fund programme.

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

22. Appendix A of Item 11 - Kirkham Town Centre Projects

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.

Resolved: That, Appendix A of Item 11 - Kirkham Town Centre Projects, be noted.

Angie Ridgwell
Chief Executive and
Director of Resources

County Hall
Preston

Report to the Cabinet

Meeting to be held on Thursday, 3 February 2022

Report of the Chief Executive and Director of Resources**Part I**Electoral Division affected:
(All Divisions);**Corporate Priorities:**Delivering better services;
Protecting our environment;
Supporting economic growth;
Caring for the vulnerable;**Money Matters 2021/22 Position - Quarter 3**

(Appendices 'A' - 'C' refer)

Contact for further information:

Angie Ridgwell, Tel: (01772) 536260, Chief Executive and Director of Resources,
angie.ridgwell@lancashire.gov.uk**Brief Summary**

This report provides an update to Cabinet on the county council's 2021/22 revenue and capital financial position, as at the end of November 2021 and an updated Medium-Term Financial Strategy covering the period 2022/23 to 2024/25.

The Chancellor of the Exchequer announced a 3-year spending review on 27 October 2021, this followed on from the prime minister's announcement that the government would be introducing a new national insurance levy of 1.25% to fund health and social care reform with changes to adult social care charging to come into effect from October 2023.

The draft local government settlement was a one-year settlement for 2022/23 only and draft allocations were provided to local authorities on 16 December and have been factored into the updated funding position for 2022/23 with the final settlement to be confirmed in early February. Assumptions have been made regarding funding in future years based on advice from national bodies, benchmarking, and discussion with peers in the absence of a longer-term settlement beyond 2022/23 and the likelihood of formula and business rate funding changes being implemented from 2023/24.

Whilst the quarter 3 forecast presents an underspend of £23.45m for the current financial year, there remains a level of uncertainty about the longer-term impacts of the ongoing pandemic. The extent and profiling of any latent impact on price or demand for our services also remains unclear.

With the initial settlement information now received we have updated the projections based on this information, which may still be subject to changes in the final settlement. Services have also been through a process of identifying budget pressures and developing business cases for investment in activities designed to both improve service delivery and ultimately deliver cost benefits.

The revised position also reflects some further delays to the delivery of previously agreed savings resulting from services responding to the pandemic, although these are mitigated through the identification of new savings and it is anticipated that delayed savings will be delivered during 2023/24.

The current Medium-Term Financial Strategy indicates an aggregated funding gap of £42.830m by 2024/25, a £15.730m decrease from the previously reported position at Quarter two of this financial year. The forecast funding gap for 2022/23 is now £21.690m which is an improved position of £8.780m from Quarter 2 resulting from the initial analysis of the provisional settlement offset primarily by increasing demand and inflationary pressures for both Adults and Childrens services.

In summary:

- (i) The 2021/22 revenue forecast outturn is £881.413m, representing a projected underspend of £23.46m (2.66%) of the agreed budget.
- (ii) The Medium-Term Financial Strategy has been updated for our current expectations of levels of funding, savings delivery, demand, and inflation.
- (iii) At Full Council in February 2021 the Medium-Term Financial Strategy showed a deficit of £30.470m in 2022/23 and £50.048m in 2023/24. The forecast now indicates a financial deficit of £21.690m in 2022/23 and £42.830m by 2024/25.
- (iv) The council is forecast to hold a General Reserve against unforeseen issues of £23.44m representing circa 3% of net budget, which is unchanged from the previously reported position.
- (v) The council is forecast to hold £204.450m of uncommitted transitional reserve at the end of the financial year, which includes the forecast underspend for 2021/22. This is sufficient to meet the forecast gap for all of the years covered by the Medium-Term Financial Strategy, 2022/23 to 2024/25.

Recommendation

Cabinet is asked to:

- (i) **Note** the current forecast underspend of £23.46m on the revenue budget in 2021/22.
- (ii) **Note** the revised funding gap of £21.690m in 2022/23 and **Agree** to make recommendations to Full Council on 17 February 2022 for this to be met from the uncommitted transitional reserve.

- (iii) **Note** the revised forecast funding gap of £42.830m by 2024/25 as set out in the revised financial outlook forecast for the council.
- (iv) **Approve** the budget adjustments for 2021/22, and following years' changes, included in the revised Medium-Term Financial Strategy.
- (v) **Note** the contents of the county council's reserves position.
- (vi) **Note** the revised 2021/22 capital delivery programme of £165.567m and the forecast outturn of £164.050m.
- (vii) **Agree** to make recommendations to Full Council on 17 February 2022 for an indicative capital delivery programme of £206.263m in 2022/23.
- (viii) **Agree** to make recommendations to Full Council on 17 February 2022 for a Band D Council Tax for 2022/23 reflecting a 3.99% increase including 2% to be used for adult social care as per the new flexibilities.

Detail

The detailed reports present the quarter 3 position and are appended as follows:

- Appendix 'A' - the 2021/22 forecast revenue position.
- Appendix 'B' - revised medium-term financial strategy for the period 2022/23 to 2024/25, including reserves position.
- Appendix 'C' - the 2021/22 capital financial position and draft capital delivery programme for 2022/23 to 2024/25.

2021/22 Revenue Position as of 30 November 2021 (Appendix 'A')

A revenue underspend is currently forecast at £23.46m and represents a variance of 2.66% against the overall revenue budget of £881.41m. The forecast outturn position reflects an increasing underspend including significant gains on Treasury Management and some service areas with lower than anticipated demand when setting the budget. The report also identifies those areas where forecast pressures exist and are subject to ongoing detailed review with the focus on continuing to tightly control and drive down costs wherever possible.

The savings that have been agreed to date are also closely monitored, with a total of £42.727m to be delivered in 2021/22. This is a combination of savings that were planned to be delivered in 2020/21 and were delayed due to the pandemic, and the budgeted savings agreed to be removed from the budget in 2021/22. Delays to the delivery of some of those savings has been experienced due to the pandemic offset by utilisation of COVID-19 grant funding and offsetting cost reductions.

The Medium-Term Financial Strategy and reserves position (Appendix 'B')

The previous updated Medium-Term Financial Strategy reported to Cabinet in November forecast a funding gap of £30.470m in 2022/23 and £58.560m by 2024/25. The updated funding gap contained within this report is £21.690m in 2022/23 and £42.830m by 2024/25 which is a reduction of £8.780m in 2022/23 and £15.730m by 2024/25. The reduction is primarily due to the impact of the one-year provisional finance settlement offset by a revision of the demand position.

The value of the uncommitted transitional reserve is currently forecast to be £204.450m by the end of March 2022, including the impact of the forecast underspend within the 2021/22 outturn position. The value of the uncommitted transitional reserve is currently forecast to be sufficient to meet the identified funding gaps for financial years 2022/23 - 2024/25, but the intention is to identify further savings, thereby securing a sustainable financial position for the council going forward.

Capital delivery programme for 2021/22 and Indicative Capital Delivery Programme for 2022/23 to 2024/25 (Appendix 'C')

In February 2021, an indicative Capital Delivery Programme of £152.439m was agreed with Cabinet. This delivery programme figure has been revisited following confirmation of the final 2020/21 slipped delivery figures, additions to the capital programme agreed post February 2021 and re-profiling of the programme deliverables in year which have increased the in-year programme to £165.567m with a forecast outturn of £164.050, a variance of -£1.517m or c-0.9%. An indicative capital delivery programme of £206.263m is proposed for 2022/23 but will be reviewed once the outturn position for 2021/22 is confirmed and any reprofiling that is necessary at that point reported to Cabinet.

The Robustness of the Budget and the Adequacy of Reserves

Section 25 of the Local Government Act 2003 requires that, in giving consideration to budget proposals, Members must have regard to the advice of the council's Chief Finance Officer (in the case of the county council the Chief Executive and Director of Resources) on the robustness of the estimates and the adequacy of the council's reserves.

Robustness of the Estimates

This section is concerned with the scale of financial risks faced by the council as a result of the estimates and assumptions which support any budget. The basis of the estimates on which the budget has been prepared, as in previous years, relies on the forecast of activity and the impact of changes in policy previously agreed by the council. These forecasts are kept under review as part of the budget monitoring process and actions identified to address financial risks arising from changes in the forecast as they occur.

The table below demonstrates the scale of just a small variance in the assumptions made, showing the potential impact of both a positive and negative movement of 1% across the main areas within the Medium-Term Financial Strategy:

	Potential Full - Year Impact (£m)
Funding - Council Tax (1%)	+/- 5.700
Pay (1%)	+/- 3.290
Price Inflation (1%)	+/- 6.990
Demand (1%)	+/- 5.230

A number of specific risks remain within the budget as follows:

- **Government Funding**

On 27 October 2021 the Chancellor announced the Spending Review 2021 (SR21). Whilst a multi-year Spending Review was originally expected, the Chancellor and the Prime Minister decided to conduct a one-year Spending Review, setting department's resource and capital budgets for 2022/23 only in order to prioritise the response to COVID-19 and focus on supporting jobs.

The Provisional Settlement was announced on 16 December 2021 and confirmed the funding streams that were included within SR21 and provided more detailed information and allocations for councils.

The Medium-Term Financial Strategy contains a best estimate of the funding envelope that the county council expects to achieve over coming years based on a lack of any certainty regarding funding levels post 2022/23. We anticipate the delayed fair funding review and business rates system review to take effect from 2023/24.

Assumptions have been made that include the continuation of social care grants, improved better care fund and that business rates will change to a 75% share from 2022/23.

As part of the provisional settlement, it was confirmed that the maximum increase that we will be able to apply to council tax, without a referendum, will be 1.99%. In addition, those authorities with responsibility for adult social care have the ability to raise council tax by an additional 1% through as adult social care precept. It has also been confirmed that any of the previous Adult Social care precept flexibility allowed but not taken in 2021/22 can be applied in 2022/23.

- **Service Demand**

In 2021/22 we have seen the impact of the pandemic on demand levels, with areas such as nursing and residential care being initially lower than budgeted, due to a number of factors including lockdown and the impact of the acute health sector commissioning some residential placements as part of NHS funded scheme to create capacity in hospitals in support of the crisis. As 2021/22 has progressed we have seen large increases in demand for both Adults and Childrens services, as a consequence of this, increased demand and inflationary price pressures have had to be factored into the Medium-Term Financial Strategy. For Adults social care services an additional

£92m has been built in covering both demand and inflationary fee pressures over the next three years

In addition to current lower than budgeted demand levels, we have some benefits from the current remote working arrangements with costs such as premises, printing and mileage being reduced.

Demand pressures are identified based on current and historical trends and population projections where appropriate (particularly linked to the ageing population in respect of adult social care). Estimates are based on assumptions that have previously been a reasonable prediction of demand, during the current financial year.

Detailed work continues to be undertaken focused on a better understanding of the causes of increasing demand, including the impact of the pandemic, and what steps can be taken to mitigate the financial impact, which is a major contributing factor towards the funding gap reported in the Medium-Term Financial Strategy.

- **Pay**

The majority of the pay bill is driven by the national pay agreement and the announcement of a new pay spine represents a significant additional cost pressure reflected in the updated Medium-Term Financial Strategy. The county council also remains committed to paying its employees as an accredited member of the Living Wage Foundation.

- **Inflation**

Levels of inflation have been increasing during the year with the UK Consumer Price Index (CPI) for November registered 5.1% year on year, up from 4.2% in the previous month. Inflation is now forecast by the Monetary Policy Committee to peak at 6% in April 2022.

Provision made within the budget is limited to areas where the council has no choice but to pay increased prices, e.g. due to contractual terms. The inflation forecasts used in recent years are based on the future level of inflation implied by yields on interest linked gilts. Historically, this has tended to give a more accurate forecast than the methodology previously used. It is anticipated that the continued use of this methodology will reduce the risk of needing to make catch up additions to the budget for "missed" inflation or the need to absorb additional inflationary costs in year.

A particularly significant area is the care market, primarily residential, nursing and homecare, the funding of which is recognised as a significant issue regionally and nationally. A significant amount of resource has been included within the Medium-Term Financial Strategy to fund price increases and the estimated impact of the national living wage on care providers.

- **Interest Rates**

As a result of the inflationary pressures there was an expectation that the Bank Rate would be increased, and the Bank of England did increase the Bank Rate to 0.25% in

December 2021. Arlingclose, the council's Treasury Management advisors, expect the Bank Rate to rise to 0.5% in quarter one of 2022 and then stay at that level for the foreseeable future.

- **Savings Programme Delivery**

The scale of savings agreed to be delivered remains significant with £42m of previously agreed savings budgeted to be delivered by 2022/23, £8.5m of which is now forecast not to be delivered until 2023/24 due to the refocussing of officer priorities during the pandemic.

Any further significant under-delivery or slippage to delivery timeframes will create an additional funding pressure and impact on the ongoing and longer-term financial health of the council if those costs are not mitigated by the Government providing additional funding in future years.

There are inherent risks in the delivery of any savings programme of this scale, particularly where they are directly linked to reducing the future demand for services. However, there is a strong track record of delivery of the vast majority of previous savings plans and there are comprehensive arrangements in place to track delivery of financial savings and take corrective actions where required.

This has been identified as one of the highest-level risks in the council's Risk and Opportunity Register and there are comprehensive arrangements in place to track delivery of financial savings and take corrective actions as required.

Adequacy of Reserves

The council holds reserves for a number of reasons:

- to enable the council to deal with unexpected events such as flooding or the destruction of a major asset through fire,
- to enable the council to manage variations in the demand for services which cause in year budget pressures, and
- to fund specific projects or identified demands on the budget.

There is no 'right' answer to the question of the appropriate level of reserves for a local authority; this is a matter of judgement taking into account:

- the level of risk evident within the budget as set out above,
- a judgement on the effectiveness of budgetary control within the organisation, and
- the degree to which funds have already been set aside for specific purposes which will reduce the need for general reserves.

In relation to the council's general reserve (County Fund Balance), the forecast level at 31 March 2022 is £23.437m. In addition, the council is forecast to hold £15.4m by the end of the financial year as a formal treasury management reserve to reflect that, whilst the council's treasury management performance (covering both investment activity and financing costs) has been positive over an extended period, the outlook

post-Brexit is particularly uncertain and volatile. The reserve is there to hedge against that volatility, including interest rate changes and associated risks over the short-term without directly impacting the revenue account.

The value of the council's uncommitted transitional reserve, which is available to support the revenue budget, by the end of the financial year including the 2021/22 forecast underspend is currently forecast to be £204.450m and is sufficient to meet the forecast funding gap within the current Medium-Term Financial Strategy covering 2022/23 to 2024/25.

The level of risk evident within the budget has been significant in recent years and has been exacerbated by the initial and longer-term impact of the pandemic and the ongoing longer-term uncertainty regarding funding levels. The revenue budget for 2022/23 will need to be supported by reserves with an increasing gap forecast in subsequent years. The transitional reserve allows decisions to be made in a more measured and considered way but does not of itself negate the need for a sustainable budget to be achieved. While the council's budgetary control procedures are strong in terms of managing in year expenditure, the effectiveness of budgetary control is a combination of systems and processes as well as the risk environment within which the council is operating. It therefore remains an essential requirement that the council continues to ensure that processes are effective in maintaining a grip on in year expenditure and also that there is a clear focus on delivering a balanced and sustainable budget.

As part of the Medium-Term Financial Strategy report, scenario analysis and stress tests of the current financial gap and reserves position have been undertaken.

Overall, the council has an appropriate level of reserves available to manage the financial risks it is facing from 2022/23 to 2024/25. However, on current forecasts it will be necessary that additional savings are identified to be delivered to bring the council to a financially sustainable position. Any utilisation of remaining reserves should support, wherever possible, activities which reduce ongoing revenue costs.

Implications:

Risk management

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

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

Level of Future Resources from Central Government

Risks remain in relation to the level of resources the council receives from the government in terms of support for the additional pressures as a result of the COVID-

19 pandemic, revenue support grant, social care grant, business rates and the fairer funding settlement which has been delayed for a further year. At this point in time there is insufficient detailed information regarding the changes to be certain of the funding assumptions within the Medium-Term Financial Strategy from 2023/24 onwards and a prudent assessment of future funding levels has been made. We have received the provisional settlement for 2022/23 and the final settlement is due in early February.

Demand

There is continued pressure on the council's budget from demand led service areas, particularly around adult and children's social care, and whilst the most up to date demand forecasts have been included, they are subject to volatility and will continue to be closely monitored and reviewed.

Inflation

A significant level of additional resource has been included in the medium-term financial strategy, primarily on contractual price increases and particularly on social care where there are nationally recognised funding issues in the residential and domiciliary care markets. In addition, the medium-term financial strategy includes funding for fee increase that enable independent sector providers to meet the significant additional costs of the increases in the national living wage.

Delivery

The Medium-Term Financial Strategy assumes that agreed savings including those delayed as a result of COVID-19 will be delivered fully by 2023/24. There are also a significant number of other factors, both internal and external, which may impact upon delivery, and these will need to be clearly identified and either minimised or optimised as appropriate.

Legal

Please note that matters referred to in this financial forecast will be subject to council consideration where appropriate.

List of Background Papers

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



Money Matters
The County Council's Revenue Financial
Position
2021/22 Quarter Three

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1. Summary Revenue Budget Monitoring Position as at 30th November 2021

Service Area	Approved Net Budget	Current Period Net Forecast Outturn	Current Period Net Forecast Variance	Current Period Net Forecast Variance	Q2 Variance	Movement Q3 to Q2
	£m	£m	£m	%	£m	£m
Adults	388.77	383.97	-4.80	-1.23%	2.27	-7.07
Policy, Information, Commissioning and Safeguarding	7.82	7.84	0.02	0.26%	-0.02	0.04
Public Health & Wellbeing	-4.40	-4.86	-0.46	-10.45%	0.23	-0.69
Education and Children's Services	218.17	211.74	-6.43	-2.95%	-7.71	1.28
Growth, Environment & Planning	6.70	5.81	-0.89	-13.28%	-0.62	-0.27
Highways and Transport	71.40	78.13	6.73	9.43%	4.14	2.59
Organisational Development	1.94	1.89	-0.05	-2.58%	-0.08	0.03
Waste Mgt	70.12	67.69	-2.43	-3.47%	-2.23	-0.20
Finance	18.05	17.31	-0.74	-4.10%	-0.63	-0.11
Corporate Services	21.89	21.73	-0.16	-0.73%	-0.38	0.22
Strategy and Performance	31.62	32.94	1.32	4.17%	0.11	1.21
Digital Services	31.97	29.89	-2.08	-6.51%	-0.77	-1.31
Chief Executive Services	17.36	3.87	-13.49	-77.71%	-10.76	-2.73
TOTAL	881.41	857.95	-23.46	-2.66%	-16.45	-7.01

2. Executive Summary

This report provides the third update of the financial year 2021/22 to Cabinet on the county council's forecast 2021/22 revenue financial position as at the end of November 2021. The forecast outturn for 2021/22 is outlined in the table above, with a £23.46m underspend forecast, which by way of context is 2.66% of the county council's net budget.

Forecasting in the current climate is challenging as while the financial impacts of the Covid crisis continue to be the biggest single factor impacting on our financial performance this year, there remain other factors of uncertainty in our forecast which will continue to be kept under review as we progress through the year.

Whilst it is clear that there are financial pressures as a result of the crisis there are also some offsetting cost reductions. At this point in the financial year, we can see that the reduction in demand for some services seen in 20-21 and early in 21-22 resulting from the pandemic have now reversed, with more citizens coming into the care sector for support particularly around domiciliary care. National funding of a scheme to create capacity in hospitals in support of the crisis has now been extended until the end of the current financial year but is unlikely to continue next year, however, as more restrictions are implemented to deal with the new variant this may well change. Longer term, there is a risk that the local authority will face higher costs due to placing people earlier from hospital that have multiple co-morbidities which attract higher fees. The anticipation that over the coming months we

may see increasing demand across our children's services as a result of the pandemic has now materialised. These areas of growth form part of our monitoring statements.

In addition to initial lower than budgeted demand levels, we have some benefits from the current remote working arrangements with costs such as building occupancy, printing and mileage being reduced. We also have treasury management gains (£13.50m) which are mitigating the forecast pressures.

These factors led to an underspend being forecast at quarter two which have now increased as at Quarter 3. We are awaiting further impacts of latent demand which is difficult to forecast with any certainty and volatility in actual demand could still lead to a significant variance from the current forecast at year end.

The forecast is based on actual expenditure and income to date, combined with budget holder knowledge of anticipated activity over the rest of the financial year and trends from previous years. It has been produced just before the most impacted months of the winter period and with the uncertainty around a new Covid 19 strain which may lead to significant fluctuations in demand for services. The position that is reported reflects our most robust forecast at this stage. However, there are some volatile, primarily demand led, service areas that could see their forecast fluctuate during the remainder of the year. Areas such as adults and children's social care, recycle income, concessionary travel and treasury management are areas that are particularly closely monitored as fluctuations across these areas are most likely to materially impact the forecast position.

There continues to be multiple grants awarded by the Government to local authorities to support additional expenditure, delayed savings delivery, and lost income as a result of the pandemic. The monitoring position at quarter three reflects the additional income received to date and costs forecast to be incurred. It must be noted that this is a rapidly changing picture with additional funding and changes to advice and guidance as part of the pandemic continuing to happen on a regular basis. Some further funding for winter pressures within Adult Social Care has just been announced, we have not yet been informed regarding the level of funding which will be applicable to LCC.

The savings that have been agreed to date are also closely monitored. A total of £42.727m was to be delivered in this financial year. This is a combination of savings that were planned to be delivered in 2020/21 and were delayed due to the pandemic, and the budgeted savings agreed to be removed from the budget in 2021/22. As restrictions which had been lifted has now been reintroduced, it is unclear as to when service delivery will be closer to the levels provided pre-pandemic. There is a renewed focus on delivering the savings that are built into the current budget, and we have seen some increased savings delivery from the position reported at quarter two.

3. Adult Services

Adults	Approved Net Budget	Current Period Net Forecast Outturn	Current Period Net Forecast Variance	Current Period Net Forecast Variance	Q2 Variance	Movement Q3 to Q2
	£m	£m	£m	%	£m	£m
Disability (Adults)	1.94	1.86	-0.08	-4.12%	0.07	-0.15
Learning Disabilities, Autism & Mental Health	176.36	180.64	4.28	2.43%	7.46	-3.18
Residential & Day Care Services for Older People	0.26	4.36	4.10	1576.92%	4.60	-0.50
Social Care Services (Adults)	197.70	197.11	-0.59	-0.31%	2.63	-3.25
Total	376.26	383.97	7.71	2.04%	14.76	-7.08
Share of unallocated COVID-19 emergency monies	12.48	0.00	-12.48		-12.48	0.00
Total Adults	388.77	383.97	-4.80	-1.23%	2.28	-7.08

Adult Services – Total Forecast underspend - £4.80m

The Adult Services budget accounts for c46% of the county council's total net budget and is forecast to be £4.80m underspend at the end of this financial year. It should be noted that this position includes COVID 19 emergency funding of £12.48m. The forecast is an improved position from Quarter 2 (forecast overspend at Q2, £2.28m). This positive movement is mainly due to additional income received from the NHS, reduction in direct payments and a contribution from the Contain Outbreak Management Fund (COMF) grant held in Public Health. It is important to note, however, these factors are offset by significant increases in unit costs for home care due to difficulties in sourcing services from home care providers within the expected price range. The number of residential care and nursing service users is also seeing an upward trend.

With regard to the impact of the pandemic on the Directorate's overall financial performance, we can now make a more accurate assessment of the forecasted full year effect on the programme of budgetary savings. As previously reported, the focus on service delivery during 2020 and 2021 has significantly hindered progress against service re-engineering projects required to meet the approved budget savings already factored into the Directorate's budget. That said, activity to improve the level of receipts from the NHS for Joint Funded packages of care has been successful which helps to off-set the outstanding savings in 2021/22. In addition, uncommitted Direct Payment expenditure has increased this year as service users have not been able to, or reluctant to, buy into certain services that have been temporarily closed for periods or require social distancing over the previous 22 months.

Outstanding Budget Savings Taking into Account Off-setting Budget Variations

	£m
Budget savings outstanding and to be re-profiled into future years	22.671
Off-setting Budget variations:	
NHS Joint Funding Care Packages	(2.100)
Reduced Expenditure – Direct payments	(7.300)
Net Impact – Forecasted Budget Savings Outstanding as at 31/03/2022	13.271

The most significant variances within the Adult Social Care Directorate are as follows: -

Learning Disability, Autism & Mental Health – Forecast overspend £4.28m

(1) Learning Disability – forecast overspend of £5.405m

This is as a result of overspends of £5.816m within commissioning offset by staffing underspends of £410,886.

The position is explained further below:

- Staffing budgets are forecast to underspend by £410,866. There are additional agency staff costs within the LDA Community team of £150,000 which is being offset by vacancies in this team. There are 17fte vacancies throughout the whole teams.
- The costs across commissioned services that are as a result of price and demand fluctuations are creating a net budgetary pressure of £5.239m, which is analysed below:
 - a. Domiciliary care pressures of £3.951m, primarily relate to previous years' recurrent growth and price increases.
 - b. Direct Payments are forecasting an overspend £2.086m
 - c. Day care is currently forecast to underspend by £564,000, related to be the on-going pandemic.
 - d. Residential is forecast to overspend £3.706 This service demand has declined during the year, reducing from 223 service users at the close of 2020/21 to the current position of 221. It should be noted that this forecast includes for back dated packages of care incurred in May and June, which has impacted the forecast.
 - e. Nursing Care underspends £237,908 are due to declining service user numbers, currently 9 service users (7 service users at the end of March 2021) and demand levels of 3% built into the budget not being not utilised. However, there are price pressures, current price at £1548.18pw, equating to an increase of 25.28%% compared to budget 4.80%. Price pressures have been noted in previous years with average price increase of 8.82%.

- Additional savings totalling £3.458m have been built into this year's budget, some of which have been delayed because of the pandemic. A summary of the accumulated targets and forecast position against budget:
 - a. SC508 Modernisation of Supported Housing and Flat Schemes accumulated savings target £2.434m, forecast £0.642m, shortfall £1.792m
 - b. ASC025 Voids £0.500m, forecast nil, shortfall £0.500m
 - c. LD001 Remodelling accumulated savings target £2.025m, forecast £1.271m, shortfall £0.754m.
 - d. SC511 Enablement accumulated savings target £2.177m, forecast £0.225m, shortfall £1.952m.
 - e. SC518 Direct Payment Clawback £170,000, forecast £0.170m, shortfall nil.
 - f. ASC002 Shared Lives savings target £0.307m, forecast nil, shortfall £0.307m.
 - g. This forecast assumes delayed savings of £5.305m.
- Within the forecast are continued void costs forecast at £3.699m
- Direct Payments Clawback monies of £5.612m are included in this forecast. This is significantly above what has previously been reclaimed and thought to be circumstantial to the pandemic and unlikely to be recurrent at this level in future financial years.
- Net additional income of £2.815m is forecast, including joint funded health claims £1.974m and non-residential service user income £1.085m, which is offset by underachieved residential and nursing service user income £244,113.

(2) Mental Health - Forecast underspend £1.123m

This forecast variance is due to staffing underspends of £1.276m and commissioning net overspends of £0.153m. The health income budget has been increased in this year's budget, due to an additional Exchequer lead savings target, which is currently forecast with a £0.575m pressure.

Residential and Day Care Services for Older People – forecast overspend £4.10m

The service operates with a gross budget of £23.92m and has an income target of £23.66m resulting in a net budget of £0.26m.

The service is still experiencing staffing and agency pressures as per the previous year and this situation looks unlikely to change whilst we are still in the midst of a pandemic. Despite the use of the auxiliary workforce which also included the use of day centre staff and volunteers, the service has had to call on a high level of agency workers to cover for sickness absence. This will result in a forecasted overspend of £1.035m.

Winter pressure funding of £282,000 in respect of additional night care assistant posts has been incorporated into the staffing budget and has reduced the staff overspend.

The auxiliary workforce has now been stepped down, so the service is covering absences with additional hours for staff.

Internal charges such as cleaning and catering are forecast to overspend £510,000.

The other main area of overspend relates to a loss of income from both LCC funded and self-funding clients. At present there is a forecasted under-recovery on income for Residential service users which totals £2.526m (Q2 £2.560m). £1.387m of this relates to LCC service users and there is a corresponding underspend against the Social Care Services (Adults) residential budget.

The service still is experiencing a Covid related pressure due to a reduction in residential occupancy which has to date been reduced from a maximum occupancy level of c.604 to an average of c.474 residents.

Social Care Services (Adults) – forecast underspend £590,000

	Approved Net Budget	Current Period Net Forecast Outturn	Current Period Net Forecast Variance	Current Period Net Forecast Variance	Q2 Variance	Movement Q3 to Q2
	£ m	£ m	£ m	%	£ m	£ m
Physical Support	182.798	182.916	0.118	0.06%	2.737	-2.619
Staffing	19.229	19.042	-0.187	-0.97%	-0.121	-0.066
Prevention	4.352	3.939	-0.413	-9.49%	0.022	-0.435
Central Services	-8.683	-8.791	-0.108	1.24%	-0.008	-0.099
Total Social Care Services (Adults)	197.696	197.106	-0.590	-0.30%	2.630	-3.219

Physical Support –forecast overspend £118,000

Physical Support is the largest budget area within Social Care Services (Adults), with a budget of £182.798m. This area has a large number of savings that were delayed from 2019/20 and 2020/21. Notably Passport to Independence and its continuation to generate budgetary savings into Community and Reablement Services. Demand for services decreased during 2020-21 but is now on the increase again. The service has benefited from increases in income during the current year, as well as one-off benefits from increased Direct Payments clawback and a change in bad debt policy

Direct Payments Clawback - there have been large increases over the year to date, with the possible explanation that we are now recovering balances which were underutilised during the pandemic. Due to the sustained increases in clawback during the year, the OP / PD forecast has been increased by a further £701,000 in Quarter 3 and now stands at £7.688m, an increase of £3.329m compared with 20-21. Across all services the latest prediction is for total clawback to reach £14.5m for the year, compared with £7.4m in 2020/21.

Enhanced Discharge claim – the forecast has increased by a further £1.574m this quarter

Residential and Nursing Care - forecast underspend £5.870m (Q2 forecast underspend £3.879m)

The forecast underspend on Residential care is £1.292m (Q2 forecast underspend £199,000). The main variances are highlighted in the table below:

- There are budget pressures brought forward from previous years due to delayed savings delivery
- Long- and short-term placement costs have increased this quarter, due to an increase in service users as well as backdated costs relating to previous periods
- The forecast includes expenditure of £6.461m in relation to Discharge to Assess packages. Although these packages should in theory be short term, the cost has been forecast to the end of the year as there is a constant throughput. Enhanced discharge funding of £2.764m is forecast in respect of all acute discharges
- The service user income forecast includes a one-off benefit of c£1.8m due to a change in bad debt policy in Q1. In addition, bad debt provision and write-offs have reduced substantially and are now forecast to be around £725,000 lower than previous forecasts

Nursing care is showing a forecast underspend of £4.578m (Q2 forecast underspend £3.680m)

- The forecast for long term placements is below budget - demand was below budget in 2020-21. However, long term placement numbers have increased in the current year, and this is reflected in the forecast
- The service user income forecast for Q1 included a one-off benefit of c£700,000 due to a change in bad debt policy. In addition, bad debt provision and write-offs have reduced substantially and are now forecast to be around £424,000 lower than previous forecasts

Non-Residential Care –forecast overspend £7.437m (Q2 forecast overspend £8.317m)

The Home Care forecast is an overspend of £8.535m (Q2 £8.668m)

- There are budget pressures brought forward from previous years due to delayed savings delivery
- There was a significant growth in service user numbers during the last quarter of 2020/21 which has continued into the current year. This has put additional pressure on the expenditure budget but has been offset to an extent by an increase in service user income
- Service user income also had a one-off benefit from the change in bad debt policy by £420,000 in Q1. In addition, bad debt provision and write-offs have reduced substantially and are now forecast to be around £300,000 lower than previous forecasts
- There are additional cost pressures due to the current difficulties in sourcing domiciliary care from Framework providers, which has resulted in an increase in off-framework packages at higher rates.

This budget area also includes Crisis support with forecast spend totalling £5.153m. Spend is largely funded from Better Care Fund and iBCF Winter Pressures funding. The grant funded Social Care in Prisons Service is also included

Direct Payments

The forecast underspend on Direct Payments is £1.098m (Q2 forecast overspend £351,000)

- The Direct Payments budget is also experiencing pressures brought forward from the previous year
- These pressures have been offset by a large increase in clawback. Clawback was scaled back in 2020-21, although recoveries were made from unused funding during the Pandemic. The normal 10 weeks surplus recovery practice in line with the DP policy resumed in April 2021, and this has resulted in high amounts of during 2021-22. The forecast for OP/PD is £7.688m, an increase of £701,000 compared with Q2 and an increase of £3.329m compared with 20-21.
- Service user income benefited from the change in bad debt policy by around £260,000 in Q1

Day Care – forecast underspend £1.736m (Q2 forecast underspend -£1.598m)

Services at both in house and external day care centres have been restricted due to Covid-19, with those centres remaining open having a significantly reduced capacity. The underspend mainly relates to in house services and there is a corresponding overspend in the Residential and Day Care Services for Older People service

Extra Care Sheltered Housing– forecast overspend £373,000 (Q2 forecast underspend £27,000)

The forecast has increased this quarter in line with an increase in spot provision and in year contract uplifts

Prevention – forecast underspend £413,000

The total net budget for preventative services, including reablement and the equipment and carer's services is £4.352m and is mainly funded by Better Care Fund and improved Better Care Fund.

The Carers Service continues to forecast a significant underspend of £0.455M, although Carers Direct Payments numbers are rising again and have led to a modest increase in costs since Q2.

Policy, Information, Commissioning and Safeguarding November 2021 (Q3)

Policy, Information, Commissioning and Safeguarding	Approved Net Budget	Current Period Net Forecast Outturn	Current Period Net Forecast Variance	Current Period Net Forecast Variance	Q2 Variance	Movement Q3 to Q2
	£m	£m	£m	%	£m	£m
Policy Info & Commission Age Well	0.76	0.74	-0.02	-2.63%	0.00	-0.02
Policy Info & Commission Live Well	0.93	0.91	-0.02	-2.15%	-0.01	-0.01
Safeguarding & Quality Improvement Services	6.13	6.19	0.06	0.98%	-0.01	0.07
Total Policy, Information, Commissioning and Safeguarding	7.82	7.84	0.02	0.26%	-0.02	0.04

The budget for Policy, Information, Commissioning and Safeguarding in 2021/22 is £7.82m. The forecast outturn position is an overspend of £20,000.

Safeguarding & Quality Improvement Services

The Safeguarding & Quality Improvement service is forecast to overspend by £60,000.

The Care Navigation team is forecast to underspend by c£227,000, whilst the other service areas, including Safeguarding, MASH and Contracts, is forecast to overspend by c£289,000. This overspend predominantly relates to agency costs of £440,000.

The current number of vacancies within the service is 22 FTEs. These consist of 10 in Care Navigation, 3 in Safeguarding, 1 in Contracts and 8 in Quality Improvement & MASH.

Public Health and Wellbeing – November 2021 (Q3)

Public Health & Wellbeing	Approved Net Budget	Current Period Net Forecast Outturn	Current Period Net Forecast Variance	Current Period Net Forecast Variance	Q2 Variance	Movement Q3 to Q2
	£m	£m	£m	%	£m	£m
Public Health & Wellbeing	-67.32	-67.32	0.00	0.00%	0.00	0.00
Health Equity Welfare & Partnerships	58.31	58.63	0.32	0.55%	0.37	-0.05
Health, Safety & Resilience	0.98	0.22	-0.76	-77.55%	-0.20	-0.56
Trading Standards & Scientific Services	3.49	3.61	0.12	3.44%	0.20	-0.08
Total	-4.54	-4.86	-0.32	-7.05%	0.37	-0.69
Share of unallocated COVID-19 emergency monies	0.14	0.00	-0.14	-100.00%	-0.14	0.00
Total Public Health & Wellbeing	-4.40	-4.86	-0.46	-10.45%	0.23	-0.69

The net budget for Public Health & Wellbeing Services in 2020/21 is -£4.54m and includes the ring-fenced Public Health Grant of £70.243m. The service forecast out-turn position is an underspend of £0.32m in 2021/22. The allocation of £0.14m from the COVID Emergency Grant monies increases this underspend to £0.46m. The position at Quarter 2 was an overspend of £0.23m (after the allocation of the COVID grant monies) meaning the overall financial performance of the Directorate has improved by £0.69m.

Health Equity, Welfare & Partnerships

Although an overall overspend is reported for the service, it should be noted that this includes a contribution to the Public Health Grant Reserve for areas within the Directorate that are underspending, being £3.791m. The Public Health Grant is a ring-fenced grant therefore any underspend will be transferred to the specific reserve to be reinvested in Public Health in future years.

A decision has been made to attribute £1.463m HEWP staffing costs to the Contain Outbreak Management Fund (COMF). This has resulted in a forecast underspend of the PH Grant and has therefore created a forecast increase to reserves for future expenditure.

The Sexual Health contracts are forecast to underspend by £1.035m due to reduced activity. To protect future service provision, they will be paid on block contract terms for the full financial year rather than on a tariff basis.

Service area variances on Public Health Grant related services are forecast at £1.293m and include the following: -

- Underspending on Health Checks.
- Underspend brought about by delayed Oral Health Contract.
- Tobacco contract - Stop Smoking campaign underspend.
- Suicide Prevention - budget overspend.
- Underspending due to Staffing vacancies.
- Additional costs for Healthy Weights initiatives.
- Underspend transferred to reserves - Domestic Abuse Services.
- Drug Misuse underspends.

Health, Safety & Resilience

The service forecast position to the end of the year is an underspend of £0.76m.

A decision has been made to attribute £0.482m staffing costs to the Contain Outbreak Management Fund (COMF). This has resulted in an increased forecast underspend. The remainder of the underspend predominantly relates to the in-year overachievement of income for Health & Safety and Educational Visits.

Trading Standards & Scientific Services

Trading Standards & Scientific Services forecast position is an overspend of £0.12m.

- Scientific Services forecasted overspend is £0.12m. The breakdown of this variance is an overspend on Environmental Testing service cost pressures of £0.18m and other minor variations
- Shortfalls in the first 3 months of this financial year have been included in claims to MHCLG for losses of sales, fees, and charges.

Education and Children's Services

Education and Children's Services	Approved Net Budget	Current Period Net Forecast Outturn	Current Period Net Forecast Variance	Current Period Net Forecast Variance	Q2 Variance	Movement Q3 to Q2
	£m	£m	£m	%	£m	£m
Family Safeguarding Project	1.13	1.10	-0.03	-2.65%	0.00	-0.03
Front Door, Assessment & Adolescent Services	11.47	11.20	-0.27	-2.35%	-0.16	-0.11
Family Safeguarding	11.92	12.59	0.67	5.62%	0.49	0.18
Csc: Looked After Children/Leaving Care	93.51	90.26	-3.25	-3.48%	-5.15	1.90
Fostering, Adoption Lancashire Blackpool & Residential Services	35.20	32.59	-2.61	-7.41%	-1.56	-1.05
Total CSC	153.23	147.74	-5.49	-3.58%	-6.38	0.89
Children and Family Wellbeing Service	17.73	16.62	-1.11	-6.26%	-1.06	-0.05
Education Improvement 0 - 11 Years And 11+ To 25 Combined	5.13	6.25	1.12	21.83%	1.11	0.01
Inclusion	21.98	21.73	-0.25	-1.14%	-0.67	0.42
Cultural Services	10.65	10.50	-0.15	-1.41%	-0.32	0.17
Total Education and Skills	55.49	55.10	-0.39	-0.70%	-0.94	0.55
Safeguarding, Inspection and Audit	14.82	13.69	-1.13	-7.62%	-0.93	-0.20
Policy Info & Commission Start Well	1.71	1.73	0.02	1.17%	-0.02	0.04
Education & Children's Services Central Costs	-5.91	-6.52	-0.61	-10.32%	-0.61	0.00
Total	219.34	211.74	-7.60	-3.46%	-8.88	1.28
Share of unallocated COVID-19 emergency monies	-1.17	0.00	1.17		1.17	0.00
Total Education and Children's Services	218.17	211.74	-6.43	-2.95%	-7.71	1.28

The total net approved budget for Education and Children's Services (ECS) in 2021/22 is £218.17m. As at the end of November 2021, the service is forecast to underspend by £6.43m.

Overall, the position has changed by £1.28m compared to the position reported to Cabinet at quarter 2 (September). This is mainly due to a forecasted increase in placement costs.

The largest impact on the forecast position for ECS in 2021/22 is a reduction in the number of children entering care which has resulted in an underspend of c£5.100m. However, income pressures (net of any reduction in costs incurred earning income) remain which are largely due to the pandemic as discussed later in this report, albeit that overall, these are mitigated by underspends on staffing and non-staff costs across ECS.

Children's Social Care – Underspend £5.49m

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

The Children's Social Care Service has undergone significant change in the last 12 months with the implementation of Lancashire Family Safeguarding (LFS) from January/February 2021 necessitating a restructure of social work teams. The family safeguarding model is a way of keeping families together where it is safe to do so, achieved through a more collaborative way of working where workers motivate parents to identify the changes needed within their own families, which helps achieve better outcomes for children. The family safeguarding service works with children and their families aged 12 and under.

The family safeguarding model required investment in staff via the recruitment of adult workers based in children's social work teams and training in motivational interviewing techniques (MIT) but is expected to deliver savings from a reduction in children entering care and resulting placement costs.

Most children who face the greatest risks are those living in families where at least one of the adults is struggling with mental or emotional health issues, substance, or alcohol difficulties, or where there is domestic abuse. The family safeguarding model seeks to address these issues, helping parents to solve long-standing difficulties to keep children with their families. It works by having mental health, substance misuse and domestic abuse specialists work alongside social workers which allows for whole family support, with tailored programmes delivered for individual parents, often within their own homes.

The implementation of LFS has been possible because of the support of the Department for Education (DfE) Strengthening Families Protecting Children Programme aimed at helping to safely reduce the number of children entering care. Funding for the implementation of LFS was awarded by the DfE following the submission of a successful bid. Total DfE funding awarded was c£6.300m to contribute towards one-off implementation costs and adult worker costs on a reducing basis over 3 years.

The first adult workers have been in post since January 2021. Recruitment of posts is ongoing with most posts now filled, although there are some challenges in recruiting to

probation roles following recent changes to probation services in England and Wales. The first rounds of MIT training began in early 2020/21 and is ongoing as planned.

LFS was expected to begin to deliver savings in the current financial year from October 2021. However, on average the number of children entering care has fallen since September 2020 and there has been a significant reduction in the number of children looked after, from 2,085 (excluding children with disabilities) in September 2020 to 1,862 in November 2021, a reduction of 223 (c11%) with most of this reduction occurring since January 2021.

Whilst the implementation of LFS has undoubtedly had a positive impact on the numbers of children entering care, it is likely that the pandemic has also had some impact with reductions in numbers of both referrals and new assessments started over the same period. It is almost impossible to know how much of the reduction has resulted from each of these factors.

In the last 3 months since Sep-21 when children returned to school at the start of the new academic year there are being a significant increase in the cost of placements. This is due to increases in complex cases and the number of children in agency residential placements thereby resulting in an increase in the average costs of placements, rather than an increase in the number of children looked after. In addition, the reducing CLA changes that there is a beginning of a change in terms of the fact that the numbers entering judicial proceedings are rising slightly. None the less residential and fostering placements are forecast to underspend by c£5.100m in 2021/22 as a result of reductions in children looked after which in part represents early delivery of savings. The forecast also assumes some additional costs following the easing of lockdown restrictions. However, the forecast could change given uncertainties around the above, but will be kept under review and any changes reported in future months.

Forecast overspends on social work teams of c£600,000 are in part due to the use of agency staff to fill vacant posts.

The budget for the Children's Social Care Service also covers other allowances, payments and assistance to families which are forecast to underspend by c£500,000 as detailed below.

- Assistance to families and regular payments is forecast to overspend by c£600,000 based on spend to date.
- Special guardianship orders (SGO's) and child arrangement orders (CAO's) are forecast to underspend by c£200,000 due to a smaller increase in demand than budgeted for.
- Forecast underspends on staying put arrangements are c£300,000 which is broadly in line with 2020/21.
- Forecast underspends on agency remand are c£400,000 which is also broadly in line with 2020/21.
- Adoption allowances are forecast to underspend by c£200,000.

Forecast underspends of c£500,000 relate to a number of smaller budgets across the service. The forecast includes contributions of c£350,000 from the Contain Outbreak Management Fund to cover costs incurred in dealing with the pandemic.

The position has worsened by c£900,000 compared to quarter 2, mainly due to an increase in forecast placement costs.

Education and Skills – Underspend £393,000

Children Family and Wellbeing Service (CFW) – Underspend £1.11m

Forecast underspends of c£900,000 relate to staff costs and vacancies which the service is in the process of recruiting to and c£200,000 to payments by results (PBR) funding from the Troubled Families Unit (TFU).

The service is working systematically to fill vacancies and has made significant progress with recruitment since May 2021. In February there were vacancies of c16% reducing to c9% at the end of quarter 1, c7% at the end of quarter 2 and c6% as at quarter 3.

There is no significant change from the position reported at quarter 2.

Education Improvement - Overspend £1.12m

Forecast overspends of c£2.400m relate to under recovery of income across the service. This is largely due to the impact of the pandemic but is also due to some schools opting out of the new advisory service offer and ongoing pressures on some income generating services including Governor Services and the Professional Development Service. The forecast includes the recoupment of eligible income losses for April to June 2021 from the sales, fees and charges income compensation scheme and a contribution of c£230,000 from Contain Outbreak Management Fund to cover costs incurred in dealing with the pandemic.

The above overspends are partly offset by forecast underspends on non-staff costs of c£1.300m

A review of the Lancashire Professional Development Service is to be undertaken in light of the reduction of the number of schools currently buying into the service as competition from other organisations increases and also in response to the pandemic and restrictions to delivery despite moving to online delivery where possible.

Inclusion - Underspend £250,000

Underspends of c£720,000 on staffing are forecast across a number of teams. The service is working to fill vacancies following recruitment delays due to the pandemic. Direct Payments are also forecast to underspend by c£530,000 due to audited clawbacks.

Offsetting the above are forecast overspends on placements and family support of c£890,000, and non-staff costs of c£110,000.

The forecast includes contributions of c£100,000 from the Contain Outbreak Management Fund to cover costs incurred in dealing with the pandemic. The position has worsened by £425,000 compared to quarter 2, mainly due to an increase in forecast placement and family support costs.

Cultural Services – Underspend £150,000

Forecast underspends within the Libraries and Museums Services of c£340,000 mainly relate to staffing and non-staff costs and are largely due to the closure of some sites in the early part of the financial year as a result of the pandemic.

Forecast overspends of c£190,000 relate to Outdoor Education Centres and the cancellation of bookings due to the pandemic.

The forecast includes the recoupment of eligible income losses for April to June 2021 from the sales, fees and charges income compensation scheme and contributions of £650,000 from the Contain Outbreak Management Fund to cover costs incurred in dealing with the pandemic.

The position has worsened by c£170,000 compared to quarter 2. This mainly relates to an increase in forecast spend of c£410,000 within the Music Service and a decrease in forecast spend of c£260,000 with the Libraries and Museums Services.

Education and Children's Services – Underspend £1.72m

Safeguarding, Inspection & Audit – Underspend £1.13m

Forecast underspends of c£850,000 relate to staffing due to vacancies and c£280,000 to non-staff costs (travel and third-party payments) across a number of areas within the service.

The position has improved by c£200,000 compared to quarter 2, mostly due to further staffing underspends as a result of vacancies and further reductions in non-staff costs.

Policy, Information and Commissioning Start Well – Overspend £20,000

No significant variance from budget is forecast for Policy, Information and Commissioning Start Well in 2021/22 and there is no significant change from the position reported at quarter 2.

Education and Children's Services Central Costs – Underspend £610,000

Forecast underspends relate to Premature Retirement Costs (PRC). Forecasts are in line with 2020/21 outturn and have not changed from what was reported at quarter 2.

4. Growth, Environment and Planning Services

Growth, Environment & Planning	Approved Net Budget	Current Period Net Forecast Outturn	Current Period Net Forecast Variance	Current Period Net Forecast Variance	Q2 Variance	Movement Q3 to Q2
	£m	£m	£m	%	£m	£m
LEP Coordination	0.09	0.09	0.00	0.00%	0.00	0.00
Business Growth	1.42	1.44	0.02	1.41%	0.00	0.02
Planning and Environment	2.83	2.81	-0.02	-0.71%	-0.02	0.00

Estates	0.48	0.53	0.05	10.42%	0.05	0.00
Strategic Development	1.89	0.94	-0.95	-50.26%	-0.65	-0.30
Total	6.71	5.81	-0.90	-13.41%	-0.62	-0.28
Share of unallocated COVID-19 emergency monies	-0.01	0.00	0.01		0.01	0.00
Total Growth, Environment & Planning	6.70	5.81	-0.89	-13.28%	-0.61	-0.28

The total net approved budget for Growth, Environment and Planning in 2021/22 is £6.70m. As at the end of November 2021, the service is forecast to underspend by £890,000. Please see explanation of significant variances below

Strategic Development – Forecast Underspend £950,000

The forecast underspend predominantly relates to delays in recruiting to the newly created Major Projects Team and lower projected spend on associated operational budgets and is non-recurring. The underspend has increased by £300,000 compared to quarter 2 largely due to lower expected operational spend within the Major Projects Team.

5. Highways and Transport Services

Highways and Transport	Approved Net Budget	Current Period Net Forecast Outturn	Current Period Net Forecast Variance	Current Period Net Forecast Variance	Q2 Variance	Movement Q3 to Q2
	£m	£m	£m	%	£m	£m
Highways	12.67	18.79	6.12	48.30%	4.78	1.34
Public & Integrated Transport	58.19	55.32	-2.87	-4.93%	-3.43	0.56
Customer Access	2.82	3.12	0.30	10.64%	0.45	-0.15
Design and Construction	-2.49	0.90	3.39	-136.14%	2.55	0.84
Total	71.19	78.13	6.94	9.75%	4.35	2.59
Share of unallocated COVID-19 emergency monies	0.21	0.00	-0.21		-0.21	0.00
Total Highways and Transport	71.40	78.13	6.73	9.43%	4.14	2.59

The total net approved budget for Highways and Transport in 2021/22 is £71.40m including an allocation of £211,000 for COVID-19 for the first 3 months of 2021/22.

As at the end of November 2021, the service is forecast to overspend by £6.73m.

Highways – Forecast Overspend £6.12m

Forecast overspends of £1.51m relate to lower income across the service mostly relating to bus lane enforcement and parking. Most of this income is from fixed penalty notices and as such is difficult to forecast due to uncertainties around volumes of traffic and the behaviour of the public. Delays in the implementation of additional on-street pay and display sites is also contributing to the shortfall in income compared to budget.

Cost pressures of £277,000 relate to additional plant hire and PPE costs partly as a result of the COVID-19 pandemic to allow staff to continue to work safely.

The traffic signals maintenance budget is forecast to overspend by £267,000. The age of the traffic signal network has resulted in increased system failures requiring immediate rectification and additional maintenance costs. There has also been an increase in maintenance contract prices and the number of signals installed. Budget provision has been made in the MTFS from 2022/23 to cover additional costs in future years.

There was increased winter gritting activity early in the financial year due to the unseasonably cold weather in April. Whilst the outturn will largely depend on the climate during the coming winter an overspend of £140,000 is forecast to reflect additional costs in early 2021/22.

Unbudgeted legal costs relating to a claim against the authority are forecast to result in an overspend of £550,000. At the end of 2020/21 a provision was made for these costs of £200,000 but it is expected that they will exceed this amount.

A forecast overspend of £5.00m relates to a revenue contribution to capital outlay (RCCO) to fund expenditure on structural defects. However, due to the increased capital works delivery this year overheads charged to capital are forecast to increase by £1.30m as they are directly based on the value of work delivered which will partly offset the unbudgeted revenue contribution.

The above overspends are partly offset by staffing underspends of £300,000 relating to school crossing patrols and ash dieback work. Budget was added in the MTFS from 2021/22 to fund spend incurred dealing with ash dieback, however, it is not expected to be fully utilised during 2021/22.

The forecast has worsened by £1.34m compared to quarter 2 predominantly due to the increased forecast contribution to capital to fund spend on structural defects.

Public and Integrated Transport (PIT) – Forecast Underspend £2.87m

Most parts of the public and integrated transport budget are expected to continue to be impacted by the pandemic to some degree in 2021/22. The most significant variances are detailed below.

- School transport costs are forecast to underspend by c£1.00m due to a combination of factors.
 - Since the start of the 2020/21 academic year taxi contracts have not increased to the same extent as they have in previous years, particularly those for excluded children although since

September 2021 contract costs have begun to increase and will be kept under review.

- The enhanced terms for payments to parents has already generated savings in excess of £500,000. Due to the pandemic and resulting uncertainty around delivery of savings, £1.800m of previously agreed savings have been reprofiled and added back to the 2021/22 budget but are now due to be removed from the budget in 2022/23.
- Additional bus services were provided in the old academic year, but these costs were fully covered by DfE funding. A lesser number of additional services are still required in the new academic year, but these are expected to be funded by Contain Outbreak Management Funding (COMF).
- There has also been an increase in the value of extended rights to free travel income of over £300,000 but significant increase in contract costs are yet to be seen. This will be kept under review.
- Forecast overspends of c£400,000 relate to fleet services. Fleet workshops continue to adhere to social distancing rules and additional hygiene measures to ensure staff are working safely which is impacting on efficiency levels. Consequently, there are fewer productive hours being worked resulting in a reduction in income. Time spent testing and training staff ahead of the implementation of a new fleet management system later in 2021/22 is also likely have an impact on productive time this year, although this should provide improved management information and help reduce vehicle costs across the authority in the longer term.
- Bus stations are forecast to overspend by c£200,000 following a decision to hold the departure fee at 75p per departure in 2021/22 rather than apply the previously agreed increase to 85p, pending further discussions with operators.
- Public bus services are forecast to underspend by c£1.00m. As part of a budget amendment agreed in 2020/21 an additional £3.00m was added to the budget. In addition, the council has received additional S106 funding to fund services and grant funding to help fund the shortfall in fares revenue due to the pandemic. Whilst additional services have been added it is not expected that all the additional funding will be spent in 2021/22.
- Concessionary travel is forecast to underspend by c£1.50m. Payments to bus operators continue to be made based of historic passenger data which will be the case for the remainder of 2021/22 as there is no likelihood of concessionary passenger numbers increasing to the level they were before the pandemic. Despite this the concessionary travel budget underspent in previous years and so this is expected be the case in 2021/22.

The forecast has worsened by £560,000 compared to quarter 2 predominantly due to a reduced underspend in school transport costs

Customer Access – Forecast Overspend £307,000

Forecast overspends mainly relate to staffing and are due to delays in delivering budgeted savings, reduced turnover of staff and additional staffing costs incurred as a result of the county councils COVID-19 response.

The forecast has improved by £150,000 compared to quarter 2 due to a reduction in the staffing overspend.

Design and Construction (D&C) – Forecast Overspend £3.39m

Design and Construction property service is forecast to overspend by £3.28m, of which £2.19m relates to work required at Barnoldswick Church of England Primary School to replace a roof which has failed due to a build-up of condensation within the roof structure and requires rectification. This work will not be fully completed in the current financial year and as such a transfer to reserves to cover costs in future years is reflected in the forecast. The remainder of the forecast overspend relates to the number and mix of projects that the service expects to deliver this year.

Design and Construction highways service is forecast to overspend by £102,000. As an income generating service vacancies have resulted in staffing underspends offset by a larger under recovery of income.

The forecast has worsened by £840,000 compared to quarter 2 predominantly due to the planned transfer to reserves to fund the roof repair works which will be carried out in 2022/23 at Barnoldswick Church of England Primary School.

6. Organisational Development and Change

Organisational Development and Change	Approved Net Budget	Current Period Net Forecast Outturn	Current Period Net Forecast Variance	Current Period Net Forecast Variance	Q2 Variance	Movement Q3 to Q2
	£m	£m	£m	%	£m	£m
Programme Office	1.19	1.19	0.00	0.00%	0.00	0.00
Organisational Development	0.75	0.70	-0.05	-6.67%	-0.08	0.03
Total	1.94	1.89	-0.05	-2.58%	-0.08	0.03

Share of unallocated COVID-19 emergency monies	0.00	0.00	0.00		0.00	0.00
Total Organisational Development and Change	1.94	1.89	-0.05	-2.58%	-0.08	0.03

The total net approved budget for Organisational Development and Change in 2021/22 is £1.94m. As at the end of November 2021, the service is forecast to underspend by £54,000.

Organisational Development – Forecast Underspend £50,000

Forecast underspends relate to staffing costs. The forecast reflects that some additional posts will only be filled partway through 2021/22.

There is no significant change to the forecast reported at quarter 2 and due to the delays in recruiting to the additional posts there is expected to be no call on the £600,000 set aside in reserves for organisational development in 2021/22.

7. Waste Management

Waste Mgt	Approved Net Budget	Current Period Net Forecast Outturn	Current Period Net Forecast Variance	Current Period Net Forecast Variance	Q2 Variance	Movement Q3 to Q2
	£m	£m	£m	%	£m	£m
Waste Mgt	69.40	67.69	-1.71	-2.46%	-1.51	-0.20
Total	69.40	67.69	-1.71	-2.46%	-1.51	-0.20
Share of unallocated COVID-19 emergency monies	0.72	0.00	-0.72		-0.72	0.00
Total Waste Mgt	70.12	67.69	-2.43	-3.47%	-2.23	-0.20

The total net approved budget for Waste Management in 2021/22 is £70.12m including an allocation of £723,000 for COVID-19 for the first 3 months of 2021/22.

As at the end of November 2021, the service is forecast to underspend by £2.43m.

Waste Management – Forecast Underspend £1.71m

Throughout the last financial year (2020/21) the pandemic had a significant impact on the composition of waste collected with increases of over 30,000 tonnes of waste collected at the kerbside, partly offset by a reduction of 10,000 tonnes collected at Household Waste Recycling Centres (HWRC) which were closed for part of the year and ran with limited capacity once reopened.

Based on data for the first 7 months of 2021/22 there has been some reduction in kerbside collections compared to 2020/21 but this is offset by an increase in waste at the HWRCs and currently overall tonnage is forecast to be the same as 2020/21 although this is 11,000 more than was assumed in the budget.

These additional costs are being partly offset by more tonnes being diverted from landfill at a lower price and the issue around reduced mass loss reported earlier in the year has been

resolved. The overall impact of these factors results in a forecast overspend on waste disposal costs of c£1.100m

The above is offset by forecast underspends of c£2.400m relating to increased income from recycled waste predominantly due to significant increases in the price of metals and cardboard. These markets are volatile, and prices are subject to change.

Further underspends of c£500,000 relate to the operating and lifecycle costs at the waste recovery parks although £314,000 of this is non-recurring and relates to lower than expected operating costs in 2020/21.

The position has improved by c£200,000 compared to quarter 2 the most significant reason being increase in forecast income from recycled waste.

8. Finance

Finance	Approved Net Budget	Current Period Net Forecast Outturn	Current Period Net Forecast Variance	Current Period Net Forecast Variance	Q2 Variance	Movement Q3 to Q2
	£m	£m	£m	%	£m	£m
Lancashire Pension Fund	0.00	0.00	0.00	0.00%	0.00	0.00
Exchequer Services	4.17	3.72	-0.45	-10.79%	-0.41	-0.04
Financial Mgt (Development and Schools)	0.01	-0.11	-0.12	-1200.00%	-0.11	-0.01
Financial Mgt (Operational)	1.72	1.80	0.08	4.65%	0.07	0.01
Corporate Finance	8.33	8.14	-0.19	-2.28%	-0.13	-0.06
Internal Audit	0.80	0.81	0.01	1.25%	-0.03	0.04
Payroll	0.86	0.74	-0.12	-13.95%	-0.14	0.02
Procurement	2.13	2.21	0.08	3.76%	0.15	-0.07
Total	18.02	17.31	-0.71	-3.94%	-0.60	-0.11
Share of unallocated COVID-19 emergency monies	0.03	0.00	-0.03		-0.03	0.00
Total Finance	18.05	17.31	-0.74	-4.10%	-0.63	-0.11

The total approved net budget for Finance in 2021/22 is £18.05m, including an allocation of £32,000 for COVID-19 for the first 3 months of 2021/22.

The forecast at quarter three represents an underspend of £740,000.

Exchequer Services – underspend of £450,000

The service is forecasting an underspend of £527,000 on employees, which is due to vacancies, employees opting out of the pension scheme and employees working v-time arrangements.

The service is also forecasting £25k Contain Outbreak Management Fund income not budgeted for.

Financial Management (Development and Schools) – underspend of £120,000

The forecast includes an underspend of £35,000 on employee costs. There is an underspend of £85,000 due to the Head of Service vacancy, offset by overspends of £29,000 in Schools Financial Services and £21,000 in the Capital team.

There is a forecast overspend on income of £42,000 which includes a pressure of £108k on Schools Financial Services SLA income, which has not increased in line with pay pressure increases. This is offset by an underspend of £35,000 relating to receipt of a Financial Transparency Grant which was not budgeted for, £27,000 income from Strategic Development and £4,000 on other income.

Financial Management (Operational) – overspend of £80,000

The service is forecasting an overspend of £320,000 on employee costs due to agency staff cover, staff overlaps due to retirement and the vacancy factor and PALS savings not being realised. This majority of this overspend is being offset by underspends in other areas and additional income.

Corporate Finance – forecast underspend of £190,000

The service is forecasting an underspend of £181,000 on employee costs due to vacancies held for part of the year.

Payroll – underspend of £120,000.

The forecast includes an overspend of £289,000 due to unbudgeted Fusion posts, offset by underspend of £173,000 on other staffing due to vacancies. There is a forecast overachievement of income of £234,000, which includes £289,000 unbudgeted income received for the Fusion posts, offset by a pressure on Clubs and Groups income of £26,000 and £29,000 on LTA income.

Procurement – Forecasted overspend of £80,000

The forecasted overspend is predominately due to specialist agency cost for vacant senior posts of £315,000 and forecasted underspend in staffing costs of £83,000. This is offset by a forecasted over achievement in income of £272,000 and a small, forecasted underspend in supplies and services of £49,000.

9. Corporate Services

Corporate Services	Approved Net Budget	Current Period Net Forecast Outturn	Current Period Net Forecast Variance	Current Period Net Forecast Variance	Q2 Variance	Movement Q3 to Q2
	£m	£m	£m	%	£m	£m
Coroner's Service	2.45	2.42	-0.03	-1.22%	-0.06	0.03
Human Resources	1.83	1.75	-0.08	-4.37%	-0.04	-0.04
Legal, Governance and Registrars	14.28	14.76	0.48	3.36%	0.19	0.29
Skills Learning & Development	2.92	2.80	-0.12	-4.11%	-0.07	-0.05
Total	21.48	21.73	0.25	1.16%	0.02	0.23
Share of unallocated COVID-19 emergency monies	0.41	0.00	-0.41		-0.41	0.00
Total Corporate Services	21.89	21.73	-0.16	-0.73%	-0.39	0.23

The Legal Services budget is experiencing pressures due to the impact of the pandemic, with reduced income, staffing pressures and increased legal fees due to a higher volume of cases taking place through “virtual” court hearings. Whilst there are pressures in supporting social care, across other areas of legal services such as Registrars and the Coroners Service there are offsetting forecast underspends.

The total approved net budget for Corporate Services in 2021/22 is £21.89m. The forecast at quarter three represents an underspend of £160,000.

CORONER'S SERVICE – underspend £30,000

The forecast underspend is due to a reduction in spend on supplies and services.

HUMAN RESOURCES – underspend £80,000

There is a net forecast overspend on employee costs of £13,000. This is comprised of forecast overspends in Corporate HR of £171,000 and the Head of Service budget of £9,000, offset by an underspend in Schools HR of £28,000 and the Recruitment Service of £31,000. There is a part year recharge of 2 posts to the Family Safeguarding project and a recharge of 2 posts to the Oracle Fusion project, totalling £108,000.

There is a forecast overachievement of income of £151,000, of which £52,000 relates to DBS income, £13,000 Fusion project income and £34,000 advertising income. Also, the Schools HR team overachieved their budgeted income by £51,000.

There is a forecast overspend on supplies and services of £49,000 due to forecast overspends of £25,000 on records management costs for which there is no budget, £54,000 in DBS payments, offset by additional income, and £16,000 on recruitment expenditure. This is offset by an underspend of £46,000 on other expenditure, including £38,000 on transport costs.

LEGAL, GOVERNANCE AND REGISTRARS – overspend £480,000

This comprises of a combined forecasted overspend of c£447,000 on Legal and Governance, and a forecasted overspend of c£27,000 on Registrars.

Legal and Governance forecast demonstrates an overspend of c£447,000 which is due to a forecasted overspend in staffing cost of c£212,000 due to several posts being unbudgeted until 2022/23 and agency costs, a forecasted overspend in legal fees as a result of increase in volume with courts holding "virtual" court hearings of c£70,000, a forecasted overspend on supplies and services of c£161,000 and a shortfall of forecasted income of c£4,000.

The coroner's forecasted underspend of £32,000 was agreed to be utilised to support some of the staffing overspend.

Registrars forecast an overspend of c£27,000, with a movement from quarter two to quarter three of c£247,000 due an over inflated income projection as Q2.

SKILLS LEARNING & DEVELOPMENT – Underspend £120,000

Forecast underspends of £170,000 relate to operational training budgets the most significant relating to the ex-service mentoring scheme and are partly offset by reduced income from schools of £59,000.

10. Strategy and Performance

Strategy and Performance	Approved Net Budget	Current Period Net Forecast Outturn	Current Period Net Forecast Variance	Current Period Net Forecast Variance	Q2 Variance	Movement Q3 to Q2
	£m	£m	£m	%	£m	£m
Asset Mgt	7.73	7.42	-0.31	-4.01%	-0.17	-0.14
Facilities Mgt	21.69	24.17	2.48	11.43%	1.14	1.34
Business Intelligence	1.34	1.35	0.01	0.75%	0.01	0.00
Total	30.76	32.94	2.18	7.09%	0.98	1.20
Share of unallocated COVID-19 emergency monies	0.86	0.00	-0.86		-0.86	0.00
Total Strategy and Performance	31.62	32.94	1.32	4.17%	0.12	1.20

The total net approved budget for Strategy and Performance in 2021/22 is £31.62m including a £864,000 allocation for COVID-19 for the first 3 months of 2021/22.

As at the end of November 2021, the service is forecast to overspend by £1.32m

Asset Management – Forecast Underspend £315,000

The forecast underspend predominantly relates to staffing due to delays in recruiting to budgeted posts. The forecast has improved by £150,000 compared to quarter 2 due to the increased staffing underspend.

Facilities Management - Forecast Overspend £2.48m

The issues that affected the forecast for facilities management in 2020/21 remain to some extent in 2021/22 as do the uncertainties that Covid-19 has brought. The significant variances are detailed below:

- School catering is forecast to overspend by £3.018m which relates to lower income charge to schools. There was significant improvement in income levels with the 2020/21 academic year from April to July being over 90% compared to pre-pandemic. Income levels have reduced slightly in the first part of the new academic year and going into the winter period and with a new variant of the virus it is felt that there is unlikely to be any improvement in current income levels.
- A further income pressure of £250,000 relates to staff and civic catering, some of these facilities continue closed and whilst others have reopened sales are significantly lower than before the pandemic.
- Offsetting these are forecast underspend on premises running costs, repairs, and maintenance due to some sites remaining closed and others being significantly less occupied which is forecast to result in underspends of £793,000.

The forecast has worsened by £1.20m compared to quarter 2 predominantly due to the movement in the school catering forecast.

11. Digital Services

Digital Services	Approved Net Budget	Current Period Net Forecast Outturn	Current Period Net Forecast Variance	Current Period Net Forecast Variance	Q2 Variance	Movement Q3 to Q2
	£m	£m	£m	%	£m	£m
Service Assurance	15.66	14.75	-0.91	-5.81%	-0.04	-0.87
Digital Business Engagement	1.83	1.51	-0.32	-17.49%	-0.18	-0.14
Design & Implement	5.54	5.66	0.12	2.17%	0.08	0.04
Operate	3.74	3.16	-0.58	-15.51%	-0.29	-0.29
Architecture	0.78	0.66	-0.12	-15.38%	-0.13	0.01
Data	4.42	4.15	-0.27	-6.11%	-0.22	-0.05
Total	31.97	29.89	-2.08	-6.51%	-0.78	-1.30
Share of unallocated COVID-19 emergency monies	0.00	0.00	0.00		0.00	0.00
Total Digital Services	31.97	29.89	-2.08	-6.51%	-0.78	-1.30

The total net approved budget for Digital Services in 2021/22 is £31.97m. As at the end of November 2021, the service is forecast to underspend by £2.08m.

The most significant variances are explained below.

- Forecast underspends of c£2.10m relate to staff costs and vacant posts offset by c£600,000 to cover the cost of extending the use of contractors and commissioning work from external providers/consultants. The service continues to experience difficulties in recruiting staff.
- As part of the transition a number of historic BTLS POs previously receipted by other services in 2020/21 were closed down in 2021/22. This resulted in credits in 2021/22 which offset charges in 2020/21, and consequently a non-recurrent underspend of £355,000 in the current financial year.
- Not all work related to the implementation of M365 has been completed with further phases ongoing and some audio licences have been provided free of charge in 2021/22, resulting in a non-recurrent forecast underspend of c£400,000.
- Overspends of c£300,000 relate to both one-off and recurring costs for ServiceNow. Whilst the majority of costs are covered by the Continuous Service Improvement (CSI) budget the shortfall is offset by underspends within the service in 2021/22. ServiceNow is intended to deliver sustainable long-term efficiencies across the county council.

There are a number of smaller offsetting variances across a number of service areas.

15 Chief Executive Services

Chief Executive Services	Approved Net Budget	Current Period Net Forecast Outturn	Current Period Net Forecast Variance	Current Period Net Forecast Variance	Q2 Variance	Movement Q3 to Q2
	£m	£m	£m	%	£m	£m
Chief Executive	-24.64	-22.54	2.10	8.52%	2.17	-0.07
Communications	1.11	0.93	-0.18	-16.22%	-0.14	-0.04
Corporate Budgets (Funding and Grants)	-3.67	-3.86	-0.19	-5.18%	-0.06	-0.13
Corporate Budgets (Treasury Management)	31.65	18.14	-13.51	-42.69%	-11.00	-2.51
Corporate Budgets (Pensions & Apprenticeship Levy)	11.11	11.20	0.09	0.81%	0.08	0.01
Total	15.56	3.87	-11.69	-75.13%	-8.95	-2.74
Share of unallocated COVID-19 emergency monies	1.80	0.00	-1.80		-1.80	0.00
Total Chief Executive Services	17.36	3.87	-13.49	-77.71%	-10.75	-2.74

The total approved net budget for Chief Executive Services in 2021/22 is £17.36m including an allocation of £1.80m for COVID-19 for the first 3 months of 2021/22. The position as at quarter 3 is an underspend of £13.49m.

CHIEF EXECUTIVE - overspend of £2.10m.

There is an overspend of £2.387m due to COVID related spend.

COMMUNICATIONS – underspend of £180,000.

The forecast position is an underspend of c£180,000; this is an increased underspend of £40,000 compared to the position at quarter 2. This forecast underspend largely relates to COMF (Contain Outbreak Management Fund) grant funding due to staff time dealing with work to prevent, contain and manage COVID.

CORPORATE BUDGETS (FUNDING AND GRANTS) – underspend of £190,000.

The underspend relates to unspent advertising budget.

CORPORATE BUDGETS (TREASURY MANAGEMENT) – underspend £13.51m.

The Treasury management budget is forecast to underspend by c£13.51m, primarily as a result of extra income received through the sale of gilts and bonds taking advantage of the current economic environment and ongoing significant volatility in their pricing.

CORPORATE BUDGETS (PENSIONS & APPRENTICESHIP LEVY) - overspend of £90,000.

This is due to underspends of £33,000 on the apprenticeship levy, £1.62m on inherited pensions liabilities and a gain on prepayment of pension contributions of £762,000 offset by a contribution to the pension's deficit of £2.50m which is not budgeted for.

THE END

Money Matters
Financial Outlook for the County Council
Medium Term Financial Strategy &
Reserves – Quarter three 2021/22

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1. Executive summary

At Cabinet in June 2021 the updated medium term financial strategy (MTFS) set out a forecast aggregated funding gap of £30.47m in 2022/23 and £63.958m by the end of the 3-year period (2021/22 – 2023/24). This reflected the ongoing and unprecedented uncertainty in relation to future local government funding and the financial impact of the Covid-19 emergency.

The government had announced a spending review which was published on the 27th of October 2021. The draft settlement figures for each Local Authority were made available on the 16th December 2021 for 2022/23 only. The major movements have been an improvement in the Social Care Grant from £42m to £57m, an improvement of £15.15m. We are also due to receive a new 22/23 General Services Grant of £13.06m. In addition, we have also received some additional funding for market sustainability and the fair cost of care of £3.725m for 2022/23. We have factored in the outcome of the draft settlement, however the final settlement when announced in early February may be different.

This report provides an updated position covering the financial years 2022/23 – 2024/25. The forecast funding gap for 2022/23 is £21.690m, with an updated aggregated funding gap contained within the report of £42.830m by 2024/25 which is a decrease of £15.730m from the last reported position. The reduction is a combination of revised demand figures included in the forecast, analysis of the provisional settlement, additional grant allocations and changes to other funding assumptions.

The value of the uncommitted transitional reserve is currently forecast to be sufficient to meet the identified funding gaps for the full period of the MTFS, which provides time to address the structural deficit in a considered and sustainable way. We will look to maximise efficiencies across services and work to identify potential savings to reduce the funding gap and deliver a sustainable balanced budget in future years.

The table below provides a detailed analysis of movements between the previously reported financial gap (Q2) and the revised financial gap as at Q3:

Table 1

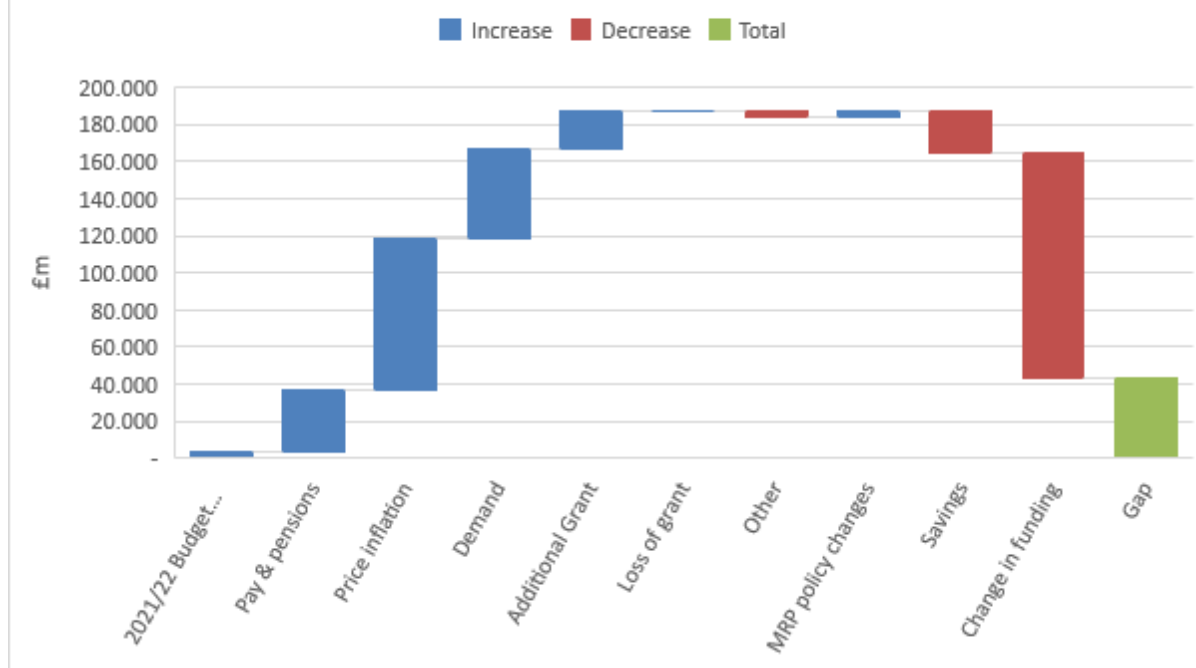
	2022/23 £m	2023/24 £m	2024/25 £m	Total £m
Spending Gap as reported at Q2	30.470	15.830	12.260	58.560
Add change to forecast of spending:				
Pay & Pensions	8.090	1.040	0.210	9.340
Inflation and Cost Changes	10.590	3.270	0.190	14.050
Service Demand and Volume Pressures	13.450	6.550	-0.560	19.440
Other	7.730	9.760	1.530	19.020
Additional Grant	-3.730	-7.450	0.000	-11.180
Loss of Specific Grant	0.000	0.000	0.000	0.000
Undeliverable Savings	0.000	0.000	0.000	0.000

Additional Savings	-11.000	0.000	0.000	-11.000
Reprofiled Savings	8.500	-8.500	0.000	0.000
Total Change to Forecast of Spending	33.630	4.670	1.370	39.670
Change to forecast of resources:				
Funding	-42.410	-6.470	-6.520	-55.400
Total Change to Forecast of Resources	-42.410	-6.470	-6.520	-55.400
Funding Gap	21.690	14.030	7.110	42.830

Aggregated Funding Gap	2022/23	2023/24	2024/25
2022/23 (£m)	21.690	21.690	21.690
2023/24 (£m)		14.030	14.030
2024/25 (£m)			7.110
Total	21.690	35.720	42.830
Previous position (£m)	30.470	46.300	58.560
Variance (£m)	-8.780	-10.580	-15.730

The graph below demonstrates the drivers that make up the changes in the financial deficit of £3.860 carried forward from 2021/22 to the cumulative position of £42.830m in the financial year 2024/25 shown in the table above:

The elements of the financial gap 2022/23-2024/25



2. Funding

Following the spending review on the 27th of October 2021, the provisional settlement information for individual local authorities was made available on the 16th December for 2022/23 only. We have factored in the draft funding and await the final settlement in early February. The settlement included additional funding for Social care and general services reflecting local government pressures. Any changes when the final settlement is available will be reported as part of the Budget report to Full Council.

The review of the business rates system has been pending for a number of years, with early development of a new system taking place with pilots and elements of the system being consulted on. This was paused due to the pandemic and the effect of COVID 19 on the economy. The current expectation is that the new funding formula and Business Rate changes will be implemented from 2023/24 with consultation to be undertaken during the year and we await further information and guidance.

Due to the financial uncertainty created by the pandemic, it has been necessary to make some assumptions around the future funding envelope, the most significant being:

- A 1.5% increase in council tax base has been assumed for 2022/23 and a return to pre-Covid levels of 1.7% per annum thereafter.
- Council tax increases of 3.99% will be applied to 2022/23 to include the remaining element of the adult social care precept from 2021/22 plus an additional 1% adult social care precept for 2022/23. An increase of 2.99% is

assumed in 2023/24 and 2024/25, 1.99% general increase plus a further 1% adult social care precept.

- Assumption that the new model for business rates will be implemented in 2023/24, we await further updates in regard to business rates reform.
- Revenue support grant has been uplifted by CPI for 2022/23 and for the duration of this strategy.
- Council tax collection fund position is assumed to reflect a deficit. In 2024/25 it has been assumed that the collection fund will return to almost pre-pandemic levels of £3.000m surplus and is built into the MTFS
- Social care grant will be rolled over for the duration of this strategy, including additional grant announced as part of SR20 and the provisional settlement.
- Capital receipts increased to £6.000m for 2022/23 and £2.000m for 2023/24 and 2024/25 as a result of the extension to the flexibility in use of capital receipts to support revenue transformation expenditure.

Table 2 reflects the updated funding position.

Table 2

	2022/23	2023/24	2024/25
Revenue Support Grant	34.660	35.390	36.100
Business Rates	209.820	213.790	217.650
Council Tax	570.140	597.170	625.480
New Homes Bonus	2.470	1.630	1.630
Improved Better Care Fund	47.150	47.150	47.150
Social Care Support Grant	57.090	57.090	57.090
Collection Fund	- 0.620	- 0.620	3.000
Capital receipts	6.000	2.000	2.000
2022/23 Services Grant	13.060	13.060	13.060
Total	939.760	966.660	1,003.160

2.1 Council tax and business rates

Council tax

The MTFS currently reflects the following assumptions in relation to the county council's council tax increases as previously reported to cabinet, however this is a decision for full council to make each year when setting the budget.

Table 3

	Council tax increase (no referendum required)	Remaining element of the adult social care precept from 2021/22	Adult social care precept	Total council tax increase
2022/23	1.99%	1.00%	1.00%	3.99%
2023/24	1.99%	0.00%	1.00%	2.99%
2024/25	1.99%	0.00%	1.00%	2.99%

Those authorities with responsibility for adult social care had the ability to raise council tax by an additional 3% through an adult social care precept in 2021/22, with the County Council agreeing to include 2% of this available flexibility. It was confirmed that any of the 3% allowed increase not taken in 2021/22 can be carried forward and applied in 2022/23 and this is therefore included in the 2022/23 council tax projections. Any decisions not to increase council tax in line with the assumptions above would increase the financial gap; every 1% in council tax yields circa £5.5m.

The calculation of the council tax base position for 2022/23 is particularly challenging as district councils need to assess the number of properties that can be taxed, the collection rate and also the council tax support schemes that they offer. In 2021/22 the Government provided additional support to compensate a reduced tax base due to the impact of Covid-19, however this is not expected to continue into 2022/23. The County Council has limited information about the tax base position, we are expecting final information to be available at the end of January 2022 and will reflect any updated position for the Budget for Full Council. The assumptions used currently are an increase of 1.5% at this stage, and then a return to pre-pandemic levels of 1.7% from 2023/24 onwards. This has been assumed based on historical average increases.

Business rates

Business rates income is a significant portion of funding to local authorities. The baseline is an assessment of the business rate income required to meet service needs. For the county council, the amount we anticipate to receive from the business rates collected in the area is less than our assessed need and therefore we receive a top up grant. Previously, we have also built in a small amount of growth into the MTFS for our local share at 0.5%.

As a result of the impact of Covid-19, the national review of business rates has been delayed and the implementation of the 75% scheme is now anticipated to be in place from 2023/24 onwards.

Collection Fund

One of the measures announced by the Government to try and mitigate the budget pressures on local authorities as a result of collection fund deficits was that any deficit for 2020/21 will be repaid over the following three years.

At quarter 3 it has been assumed the deficit position remains the same as reported at quarter 2. However, this is expected to change once final figures are received from the district councils and this is due by the statutory deadline of 21 January.

Capital Receipts

In April 2016, the government introduced the flexibility for capital receipts to be used to fund revenue expenditure that is designed to generate ongoing revenue savings or service improvements. This flexibility is currently available until 2024/25 following a further extension announcement.

The MTFs includes £6.000m of capital receipts income in 2022/23 and £2.000m in 2023/24 and 2024/25. The rules will support the plan for achieving financial sustainability through funding transformation projects, including efficiency measures, invest to save projects and new income generation plans. Please see table below:-

Service Area	Value (£m)
Organisational Development	0.750
Social Care Adults – New ways of working	2.750
Legal and Democratic	0.250
Childrens Social Care	0.140
Highways – new developments	1.500
Adults -Supported Housing	0.110
Exchequer services	0.500
TOTAL	6.000

3. Net budget requirement

The MTFs covers spending pressures including pay increases, contractual inflation, increased demand for services and the impact of previously agreed and new savings measures.

3.1 Pay and pensions

The MTFs at quarter 3 shows a significant increase from the last reported position at Quarter 2. The additional budget requirement assumes a 2% increase in each future year. The main increases are £3.9m to meet the increased employer national

insurance costs of the new 1.25% national insurance levy which is being used to fund the national health and social care reforms additional costs across a number of service areas including adult social care to support increasing demands for a number of services, ensuring staffing levels within some of our registered services continue to meet statutory requirements and also some invest to save increases in workforce in support of our corporate priorities and aimed at delivering both service improvements and ultimately cost benefits through changing way of working.

The table below presents the amounts built into the MTFS for pay and pensions:

Table 4

Pay and Pensions	2022/23 Revised (Quarter 3 - December 2021) £m	2023/24 Revised (Quarter 3 - December 2021) £m	2024/25 Revised (Quarter 3 - December 2021) £m	Total
Employee Costs	15.510	7.930	8.870	32.310
Pensions costs	0.460	0.000	0.000	0.460
Other pay related costs	0.030	0.040	0.040	0.110
	16.000	7.970	8.910	32.880
Pay and pensions -previous MTFS	7.920	6.930	8.690	23.540
Variance	8.080	1.040	0.220	9.340

3.2 Price inflation and cost changes

Contractual price increases represent a significant cost pressure to the county council. The assumptions have been subject to regular review by services.

The largest part of the inflationary calculations relates to Adult Social Care and reflect the impact of the national living wage increase of 6% and inflation now exceeding 5% which is significantly higher than had been anticipated, so has substantially increased. the cost of services that are commissioned from external providers The MTFS now includes a revised forecast as at Quarter 3.

The updated inflationary pressures are analysed across the authority as per Table 5:

Table 5

Price Inflation	2022/23 Revised (Quarter 3 - December 2021) £m	2023/24 Revised (Quarter 3 - December 2021) £m	2024/25 Revised (Quarter 3 - December 2021) £m	Total £m
Adult Services	19.760	17.210	14.710	51.680
Children's Services	5.950	2.400	2.320	10.670
Waste Services	0.870	2.350	2.500	5.720
Transport Services	1.550	1.620	1.730	4.900
Other Services	4.700	2.200	1.460	8.360
	32.830	25.780	22.720	81.330
Price inflation -previous MTFS	22.230	22.500	22.540	67.270
Variance	10.600	3.280	0.180	14.060

3.3 Demand pressures

All services have reviewed the demand pressures they face in future years and increasing demand still remains a significant element of the funding gap. The majority of the increase in demand is for Childrens and Adults social services

Table 6

Demand Pressures	2022/23 Revised (Quarter 3 - December 2021) £m	2023/24 Revised (Quarter 3 - December 2021) £m	2024/25 Revised (Quarter 3 - December 2021) £m	Total £m
Adult Services	13.320	11.320	11.320	35.960
Children's Services	3.160	3.730	-0.770	6.120
Waste Services	1.540	0.000	0.000	1.540
Transport Services	0.140	0.550	0.610	1.300
Other Services	3.860	0.130	0.010	4.000
	22.020	15.730	11.170	48.920
Demand pressures -previous MTFS	8.560	9.170	11.730	29.460

Variance	13.460	6.560	-0.560	19.460
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Adult social care represents a substantial proportion of the demand pressures. Adult social care has long seen annual increases in the demand for services and the MTFS attempts to predict growth in future years largely based on reviewing current and past activity trends and considering future population changes, particularly with regard to the ageing population and the impact of Covid on the future demand for services. From a social care perspective demand covers both increasing numbers of people eligible for support, the increasing complexity of those cases.. The pandemic has influenced demand, there are less Nursing and residential placements with a corresponding increase in domiciliary care services. The level of demand included for this service area for the three years to 2024/25 is £35.959m, an increase of £6.63m in the reported position at Quarter 2. This will continue to be monitored and figures may be updated in future MTFS reports.

Nationally, Children's Social Care is experiencing demand pressures across services, particularly in relation to placement demand, due to the number of looked after children. However, the implementation of the Lancashire family safeguarding model is a way of keeping families together where it is safe to do so. This is achieved through a more collaborative way of working where we motivate parents to identify the changes needed within their own families. This helps achieve better outcomes for children and is already resulting in less children coming into care aged 12 or under. We are however, now seeing additional demand within Children's services for 13+ young people and is reflected in a level of increased demand to that previously reported. This will continue to be closely monitored throughout 2022/23.

3.5 Savings

These adjustments are in respect of the revised savings profile for the family safeguarding project and include a reprofiled amount for Adults services due to savings plans being delayed due to the pandemic.

It should be noted that £42.730m savings were planned to be delivered in 2021/22. This was a combination of savings that were due to be delivered in 2020/21 and were delayed because of the pandemic, and budgeted savings of £7.370m which were agreed to be removed from the budget in 2021/22. The current assumption is that £8.5m of previously agreed and budgeted savings will not be delivered in 2022/23 but will be achieved by 2023/24. Some of the delayed savings have been mitigated during 2021/22 by other in-year savings and in 2022/23 they will be fully offset by new savings proposals.

Within the MTFS figures presented there are £11m of new savings. £10m of this figure relates to increased income generation identified by services. The proposals are primarily related to Adult social care services and income recovery measures. £1m relates to increased charges to service users primarily relating to increasing the charge to individuals in receipt of non-residential care to reflect the updated proposed cost of domiciliary care with significant increases planned for 2022/23 and provided in recent

years but not reflected in the current charge. The increase will only affect a relatively small proportion of individuals in receipt of domiciliary care, applying to those who are financially assessed as being able to afford the increased charge following a detailed financial assessment having been undertaken to confirm their weekly net disposable income for charging purposes. A new charge is also proposed to cover the costs of administering appointeeships which will bring us into line with other authorities and an increased in the administration charge relating to deferred payments to reflect the actual cost. The £9m relates to improved debt collection levels and reduce the value of the bad debt provision and continuing the positive work in recent years to ensure Health contributions are accurately recorded and collected in respect of individuals with complex packages of care.

The remaining new saving is related to consolidating benefits from new ways of working with £1m worth of recurrent savings anticipated from reduced business mileage.

4. Reserves

Table 7

Reserve Name	Opening balance 2021/22	2021/22 Forecast Expenditure	2021/22 Forecast transfers to/from other reserves	2021/22 Forecast Closing Balance	2022-23 Forecast Exp	2023-24 Forecast Exp	2024-25 Forecast Exp	Forecast closing balance 31 March 2025
	£m	£m	£m	£m	£m	£m	£m	£m
County Fund	-23.440	0.000	0.000	-23.440	0.000	0.000	0.000	-23.440
SUB TOTAL - COUNTY FUND	-23.440	0.000	0.000	-23.440	0.000	0.000	0.000	-23.440
Strategic Investment Reserve	-4.810	-1.480	2.360	-3.930	2.810	0.100	0.000	-1.020
COVID-19 Reserve	-11.910	1.730	0.000	-10.180	8.770	1.140	0.270	0.000
Downsizing Reserve	-5.640	1.410	0.000	-4.230	1.410	1.410	1.410	0.000
Risk Management Reserve	-6.290	5.190	0.000	-1.100	1.000	0.000	0.000	-0.100
Transitional Reserve	-201.760	-2.630	-0.060	-204.450	9.700	5.520	2.650	-186.580
Business Rates Volatility Reserve	-5.000	0.000	0.000	-5.000	0.000	0.000	0.000	-5.000
Service Reserves	-72.150	36.030	0.000	-36.120	23.090	6.490	5.190	-1.350
Treasury Management Valuation Reserve	-13.780	13.780	0.000	0.000	0.000	0.000	0.000	0.000
Treasury Management Reserve	-15.400	0.000	0.000	-15.400	0.000	0.000	0.000	-15.400
SUB TOTAL - LCC RESERVES	-336.740	54.030	2.300	-280.410	46.780	14.660	9.520	-209.450
Non-LCC Service Reserves	-16.200	0.420	0.000	-15.780	0.420	1.690	0.100	-13.570
SUB TOTAL - NON LCC RESERVES	-16.200	0.420	0.000	-15.780	0.420	1.690	0.100	-13.570
GRAND TOTAL	-376.380	54.450	2.300	-319.630	47.200	16.350	9.620	-246.460

The County Fund shown at the top of Table 7 is the balance set aside to cover the authority against a serious emergency (e.g. widespread flooding); a critical and unexpected loss of income to the authority and for general cash flow purposes. In considering these various factors the county council is forecast to maintain its County Fund balance at £23.440m, equating to circa 3% of net budget.

The value of the uncommitted transitional reserve is currently forecast to be £204.450m by the end of March 2022.

The transitional reserve is forecast to be sufficient to meet the identified funding gaps for 2022/23 – 2024/25 as set out in table 8 below.

Table 8

	2022/23	2023/24	2024/25
	£m	£m	£m
Opening Balance	204.450	173.060	131.820
Gap funding	21.690	35.720	42.830
Commitments	9.700	5.520	2.650
Closing balance	173.060	131.820	86.340

5. Future risks and opportunities

The following are key future risks, the full impact of which is not known at this stage:

5.1 The financial impacts of the ongoing Covid-19 response

The longer-term financial impacts of the response to, and recovery from, the pandemic remain unclear. A protracted recovery period or any subsequent spikes are likely to lead to further financial pressures to the authority.

The ongoing impacts and revision to service delivery and to service user demand for services and the ways they are delivered post pandemic could lead to volatility of pressure on the budget.

We will continue to assess the ongoing need for additional services in response to the pandemic and The financial implication of any requirements

Following a one-year spending review for 2021/22 there is continued uncertainty about the future funding envelope and significant assumptions have to be made as part of the development of the MTFS.

5.2 Savings delivery

The scale of savings agreed to be delivered over future financial years remains significant with £42.730m planned to be delivered in 2021/22. This is a combination of savings that were due to be delivered in 2020/21 and were delayed because of the pandemic, and the budgeted savings agreed to be removed from the budget in 2021/22. As restrictions have largely been lifted and services return to providing services closer to the levels provided pre-pandemic there has been a renewed focus and activity in monitoring and delivering the savings that are built into the budget which will continue. We are assuming all agreed savings will be achieved by 23/24, and delayed savings will be offset in 2022/23 by new proposals.

Should the Covid emergency response continue for a protracted period, or a further strain of the virus become apparent it is likely that there could be further slippage.

Any significant under-delivery or slippage to delivery timeframes will create an additional funding pressure and impact on the ongoing and longer-term financial health of the council if those costs are not mitigated by the Government providing additional funding in future years.

There are inherent risks in the delivery of any savings programme of this scale, particularly where they are linked to reducing the future demand for services. However, there is a strong track record of delivery of the vast majority of previous savings plans and there are comprehensive arrangements in place to track delivery of financial savings and take corrective actions where required.

5.3 Business rates retention / changes to funding formula

As previously explained, the future funding arrangements to be established by government pose a risk to the council. It is not expected that the new arrangements will come into place until 2023/24, a further delay to the previously extended delay, although we await final confirmation of this from the Government.

As discussed earlier within this report, the changes to the funding formula have been delayed. The outcome from the review may reduce funding below what is assumed in the MTFs. Conversely there is equally an opportunity that additional resources are made available through this process. Some supporting professional bodies have indicated that there could be additional funding for Lancashire as part of the fair funding review, but at this stage have indicated their models should be treated with caution due to the lack of information so have not been included in the MTFs at quarter 3.

The successful outcome of the Lancashire business rates pilot bid in 2019/20 has enabled the county council, districts, unitaries and fire authority to be well prepared for the implementation of the business rates retention scheme although the final details are not known at this stage.

5.4 Children's social care

Children's social care demand levels are forecast to continue to increase, particularly within agency residential placements, agency fostering placements and also special guardianship orders, but at a reduced rate to those previously reported. This is partially due to the impact of the pandemic, but also the work underway in relation to the family safeguarding model which has reduced placements for 0-12, however the costs and demand around 13+ young people's placements are increasing

5.5 Demand Pressures

The MTFs contains assumptions across services for funding growth, demand, inflation and pay levels. As the National Living Wage was increased by 6.6%, this is causing an increased pressure in the care market in particular which is therefore causing increased costs to the Council for both Adult and Children's social care. With that, and inflation running at in excess of 5% this is having a significant effect on costs across all services. This is the biggest risk that has been identified for some time and will continue to be closely monitored.

The table below shows the impact of an increase or decrease of 1% over these key elements of the projected budget requirement.

	Potential Full - Year Impact (£m)
Funding - Council Tax (1%)	+/- 5.456
Pay (1%)	+/- 3.290
Price Inflation (1%)	+/- 6.950
Demand (1%)	+/- 5.225

This stress testing gives confidence that the council can continue to live within its means for the next two to three years in adverse circumstances. This does not however diminish or negate the need to make further savings but does demonstrate that the council continues to have sufficient resilience to deliver them in a measured and structured way.

The County Fund shown at the top of Table 7 is the balance set aside to cover the authority against a serious emergency (e.g., widespread flooding); a critical and unexpected loss of income to the authority and for general cash flow purposes. In considering these various factors the county council is forecast to maintain its County Fund balance at £23.440m, equating to circa 3% of net budget.

The value of the uncommitted transitional reserve is currently forecast to be £204.450m by the end of March 2022.

The transitional reserve is forecast to be sufficient to meet the identified funding gaps for 2022/23 – 2024/25 as set out in table 8.

5.4 Implementation of the Social Care Charging Reforms

The Government have announced changes to charging for Social Care, which will take effect from October 2023. The financial impacts to councils is to be funded from the National Insurance levy. Work is being undertaken to model the financial impact on the Council and there is a risk that funding provided in future may not be sufficient to meet the costs of these changes. Some funding has been made available during 2022/23 to prepare for implementation of the changes.

Money Matters

The County Council's Capital Financial Position 2021/22 December 2021, 2021/22 Revised Programme and Draft Capital Delivery Programme 2022/23 to 2024/25

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Capital Programme Monitoring –December 2021

1. Introduction

In February 2021 an indicative Capital Delivery Programme of £152.439m was agreed with Cabinet. This delivery programme figure has been revisited and, following confirmation of the final 2020/21 slipped delivery figures, subsequently approved additions and re-profiling of the programme have increased the in-year programme to £165.567m. A forecast outturn as at December 2021 has been set at £164.050m, a variance of -£1.517m or c-0.9%.

The delivery programme is shown in section 2 split by block. This is an ambitious delivery programme that is pushing to catch up on slipped delivery due to two lockdowns within 2020/21, as well as aiming to deliver schemes already programmed in for delivery this financial year. The delivery programme has been agreed by service heads and the project and programme managers will be held accountable using the following actions:

- Detailed monitoring of the delivery programme through the remainder of 2021/22 to ensure variances are reported in a timely manner and a robust level of challenge is provided to programme and project managers to ensure delivery remains on track
- Performance reports developed to enable the Capital Board to undertake this monitoring and challenge.

2. Delivery Programme

The current delivery programme was originally agreed in June 2021. It is made up of the Cabinet agreed 2021/22 budget, updated with any approved decisions and reprofiling since June 2021, and an expected delivery amount for prior year schemes. This will form the basis of the monitoring report. The total delivery programme is £165.567m as set out in table 1 below:

TABLE 1 – 2021/22 Capital delivery programme by block

Service Area	Delivery Programme agreed Feb 21	Decisions	Changes to planned delivery	Total Delivery Plan for Monitoring
	£m	£m	£m	£m
Schools (including DFC)	24.157	21.177	-19.376	25.958
Highways	43.970	64.471	-54.507	53.934
Transport	13.665	4.562	-2.269	15.958
Externally Funded Schemes	5.430	1.477	0.526	7.433

Central Systems & ICT	0.000	0.000	7.656	7.656
Adult Social Care	15.087	0.058	2.168	17.313
Corporate - Property	14.698	3.360	-6.620	11.438
Economic Development	16.160	0.250	-4.421	11.989
South Lancaster Growth Catalyst	0.000	4.100	0.000	4.100
Vehicles	4.924	0.000	-0.924	4.000
Transforming Cities Fund	14.348	0.000	-8.560	5.788
Grand Total	152.439	99.454	-86.326	165.567

3. Risks to the Delivery Programme – COVID19

The current delivery plan is an ambitious plan to deliver a normal years Capital programme along with the catchup of 2020/21 projects that slipped due to the pandemic.

There has been no allowance in this years delivery plan for any future lockdowns, forecasts will be amended if further restrictions are implemented. There is still an overarching risk across the majority of the Capital programme that any future restrictions, and any lasting economic effects from previous restrictions, will impact on delivery and /or cost. This is difficult to forecast and quantify, and with that the figures in this report are caveated by this risk.

4. Variance Analysis

The forecast outturn as at December 2021 is £164.050m, giving an expected variance of -£1.517m. A breakdown of the variance at block level, along with the increased forecast and variance is shown in table 2 below.

Table 2 – Summary Capital Delivery Programme Position as at 31st December 2021

Service Area	Total delivery programme for 2021/22	Spend to date	Total Forecast spend	Forecast Variance
	£m	£m	£m	£m
Schools (exc DFC)	23.579	19.773	22.549	-1.030
Schools DFC	2.379	2.177	3.075	0.696

Highways	53.934	47.388	59.428	5.494
Transport	15.958	12.134	14.771	-1.187
Externally Funded	7.433	6.483	7.275	-0.158
Central Systems & ICT	7.656	5.067	11.758	4.102
Adults Social Care	17.313	16.773	17.313	0.000
Corporate - Property	11.438	4.152	6.046	-5.392
Economic Development	11.989	5.732	8.752	-3.237
South Lancaster Growth Catalyst	4.100	1.019	4.100	0.000
Vehicles	4.000	4.294	4.530	0.530
Transforming Cities	5.788	1.784	4.453	-1.335
Totals	165.567	126.776	164.050	-1.517

The total forecast spend for 2021/22 is £164.050m and funded from a combination of Borrowing (£54.546m), Grants (£96.946m) and Developer and 3rd Party Contributions (£12.558m).

There is a variance currently forecast of -£1.517m and table 3 below summarises the breakdown of this forecast variance.

Key items included within the variances are:

- Additional delivery on highways structural defects following a backlog after a peak in demand late in 2020/21
- The addition of a new reporting block following the signed collaboration agreement for the South Lancaster Growth Catalyst
- Additional delivery of central systems and ICT projects due to projects progressing quicker than expected.

A more detailed narrative on the key items making up the variances by block can be found in the section 5 of the report.

Table 3 – Analysis of Forecast Variance

Service Area	Forecast Variance	Underspends and potential underspends	Overspends and potential overspends	Slipped Delivery	Additional delivery
	£m	£m	£m	£m	£m
Schools (exc DFC)	-1.030	-0.943	0.000	-3.930	3.843
Schools DFC	0.696	0.000	0.000	0.000	0.696
Highways	5.494	-0.700	6.256	-3.664	3.602
Transport	-1.187	-0.788	0.019	-2.857	2.439
Externally Funded	-0.158	-0.001	0.016	-0.228	0.055
Central Systems & ICT	4.102	0.000	0.778	0.000	3.324
Adults Social Care	0.000	0.000	0.000	0.000	0.000
Corporate - Property	-5.392	-0.284	0.001	-5.455	0.346
Economic Development	-3.237	0.000	0.000	-3.539	0.302
South Lancaster Growth Catalyst	0.000	0.000	0.000	0.000	0.000
Vehicles	0.530	0.000	0.000	-0.538	1.068
Transforming Cities	-1.335	0.000	0.000	-1.335	0.000
Totals	-1.517	-2.716	7.070	-21.546	15.675

Underspends and potential underspends cover schemes that are forecast to be completed under budget. As per the capital financial regulations, these underspends can be repurposed within the same programme to allow for additional spend on other projects.

Overspends and potential overspends cover schemes that are forecast to be completed over budget. As per the capital financial regulations, these underspends can be covered through repurposed monies within the same programme.

Slipped delivery covers expenditure that was originally forecast to be incurred in 2020/21 but is now forecast to be slipped into later years.

Earlier than profiled delivery covers expenditure on schemes within the approved multi-year programme but not originally scheduled in the current year delivery programme.

5. Detailed Narrative

Schools

The Schools Capital Programme (including DFC) has a 2021/22 delivery plan of £25.958m. The current forecast outturn is £25.624m, a variance of -£0.334m. Spend to 31st December 2021 is £21.950m.

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

Basic need programme

The purpose of the basic need programme is to increase school pupil places in targeted areas via grant funded school expansions or new school build projects. Spend to date is £10.246mm with £11.764m currently forecasted to be spent in the financial year. This is a variance of £0.019m on the delivery plan.

In recent months a number of new projects have been commissioned, including a number of SEN units to support the Authority's SEND strategy. Expansion projects to address areas of high pupil place demand forecast in future years have been approved at Colne Primet Academy, SS John Fisher, Thomas More RC High and Burnley Campus. These are all in early brief and design stages. A number of projects previously postponed during the height of the pandemic in 2020 have been restarted, including expansion work at Tom Finney High School and Ashton High School. Although few costs have been incurred on these projects in the year to date, it is anticipated that initial design and preliminary site costs will be incurred before March. The Tom Finney project in particular has advanced is now on site. The preliminary project programme financial forecast is included and will be updated once the conditions of the planning approval are received, and necessary design adjustments made.

The large-scale project to expand Unity college has progressed well this year. Although a two week delay is now reported on site, the project has delivered £5.410m in valuations since April and is currently forecast to handover within budget in the spring.

Condition programme

The condition programme delivers a variety of grant funded works to address priority condition issues at school buildings.

Spend to date is £9.508m, with a current outturn forecast of £10.764m, a delivery variance of -£1.048m. This is due to savings of -£0.634m forecast on a wide range of projects that will close after making final retentions payments later this financial year. A net slipped delivery of -£0.414m is forecast, largely on new projects that did not progress during the summer. Some are planned to progress during the autumn and winter but some of the higher value or more complex projects have been deferred until summer 2022.

The major rebuild of Oswaldwistle Rhyddings High School is complete and the project is now in defects with a few outstanding tasks for the contractor to attend to. The project has taken several years to complete and necessitated a full demolition of the previous building before rebuilding. The school operation had to be relocated to the empty Hamleton school site for the duration. Now the school is able to reopen, another project to relocate Broadfield Special school to the Hameldon site can commence.

Local full fibre networks

Funding was awarded from the Department for Digital, Culture, Media and Sport to a number of schools across the county that were identified as premises that would benefit from the installation of high-speed fibre. The delivery plan for 2021/22 is £0.020m which is now spend fully spent, with the installation delivered by LCC Education Digital Services.

Devolved formula capital (DFC)

The DFC programme is a grant funded programme for small to medium capital projects. It is allocated to schools on a formula basis by the DfE in order for schools to spend on capital projects within expenditure guidelines. The 2021/22 DFC delivery plan is £2.380m. At 31st December 2021 spend to date of £2.178m to date is reported. An additional delivery variance of £0.695m is forecast on the delivery plan as schools make use of accrued balances.

Highways

The Highways capital programme has a 2021/22 delivery plan of £53.934m. The current forecast outturn is £59.428m, a variance of £5.494m. Spend up to 31st December 2021 is £47.388m.

The number of structural defects reported in the first half of 2021/22 has seen a significant and sustained increase compared to the same period in previous years. The peak in demand in quarter four of 2020/21 created a backlog of works which extended into this financial year. As a result of this there has been an increased spend on sub-contractor resources. Increased use of Contractors further down the dayworks framework are significantly more expensive and are having to be used to keep up with demand. If the demand and the current ways of working continue the forecast overspend could reach £6.000m. It is planned to use £0.500m of the jet patching programme budget which remains uncommitted to contribute to this overspend and a revenue contribution of £5.000m has been agreed.

Due to the prioritisation of flood damage schemes because of their impact on the road network a number of schemes within the bridge maintenance programme and the bridge structural maintenance programme are likely to slip into 2022/23. This is causing a slippage variance of -£1.018m for bridge maintenance and -£0.200m for bridge structural maintenance.

It is forecast that -£0.331m of works in the 2020/21 transport infrastructure investment fund (TIIF) storm damage bridges and structures programme will slip into 2022/23

due to environmental constraints such as Environment Agency permission to access rivers.

Engaging with utility companies who are taking longer to respond to queries is lengthening the lead time from delivery to construction and therefore affecting the delivery of the 2021/22 bridges and structures storm damage programme causing a slippage variance of -£0.200m.

Construction on Derby Street bridge, Ormskirk, has been delayed resulting in slippage of -£0.630m. The 2021/22 principal bridge Inspections are being delivered by consultants and it is anticipated that some of these will be carried out next year resulting in slippage of -£0.250m.

Works on the Rivington reservoir retaining wall has been put back causing additional slippage of -£0.100m. However, good progress has been made on the DFT challenge fund retaining walls programme and there is likely to be additional delivery of £0.500m in 2021/22.

The Salix programme is forecasting an in-year underspend of -£0.200m. This is due to delays in materials being delivered and problems getting access to dwellings in West Lancashire. Salix are soon to become a non-departmental public body and the Salix loan scheme is ending on 31st March 2022. As a result, Salix have advised that whilst they are able to fund committed streetlighting works that are carried out in the 2021/22 financial year they are not able to fund works that roll-over beyond 31st March 2022.

Shortage of steel and increased costs are having an impact on some of the other street lighting programmes. Deliveries from suppliers have been affected and the price of columns has increased by 30%. Due to these increases the street lighting defects programme is now forecast to overspend by £0.218m and its likely that the column replacement programme will also be impacted.

Several schemes within the safer roads programme, safety camera maintenance programme, flood prevention programme and traffic signal programme are now forecast to be delivered in 2022/23 resulting in slippage of -£0.436m.

More schemes have been delivered than anticipated in the Residential Urban programme, the current forecast is £2.224m additional delivery.

There has been additional delivery on a number of prior year schemes amounting to £0.303m and some small overspends totalling £0.039m across the Highways Block.

Transport

The Transport capital programme has a 2021/22 delivery plan of £15.958m. The current forecast outturn is £14.771m, a variance of -£1.187m. Spend up to 31st December 2021 is £12.134m.

A summary of the main variances and programmes within the block is given below.

Safer Roads Scheme

LCC successfully secured full funding for 5 route lengths during the second round of the safer road fund bid process. The department for transport (DfT) has provided total funds of £7.942m over three financial years to cover changes to road layouts, speed cameras, better lighting, road studs etc. The 2021/22 delivery plan was established to cover initial design work on all schemes, however the forecast has now increased causing an additional delivery variance of £0.776m due to most of the work now being completed.

Burnley Pendle Growth Corridor

The Burnley Pendle growth corridor investment programme is a key priority for the East Lancashire highways and transport masterplan. It is a collaborative agreement including Burnley, Pendle and Hyndburn councils. The scheme is now coming to a close and although the full remaining funding of £1.658m has been included in the delivery plan, underspends of -£0.738m are now forecast. The two major remaining pieces of work are at Rose Grove and Manchester Road station car parking. To mitigate risks of this joint venture a full legal agreement is in place and the billing of partner councils is up to date. There is forecast slipped delivery of -£0.317m within the programme with some works now slipping into 2022/23.

Lancashire Safer Travel Restart

Lancashire was awarded £3.501m of a £250m emergency fund for COVID19 recovery. This is to be utilised for instant schemes reallocating road space for pop-up bike lanes, wider pavements, cycle, and bus-only streets alongside interventions to support schools, signing and messaging and communication. Only the £0.090m funding remaining from the initial tranche was included as the delivery plan but already £0.442m additional delivery is forecast and will come from the next round of funding to be received in this financial year.

National Productivity Investment Fund (NPIF)

The NPIF grant provides for additional spending in areas that are key to boosting productivity: transport, digital communications, research and development, and housing. A realistic delivery budget was agreed of £0.768m and with the actuals to date coming in less than expected, there is a forecast slipped delivery of -£0.156m reported. The largest remaining scheme, Vivary Way has already incurred £0.425m of expenditure this year with the MOVA validation of Bluebell Way adding a further £0.040m.

M55 Link Road

This programme covers the building of the proposed link road which will connect the existing roundabout at Whitehills Road to the north with Heyhouses Lane near the Cyprus Point development site to the south. This is a large project spanning a number of years funded by a number of different grants and contributions. For 2021/22 a

delivery budget of £3.369m covers design work plus initial earth works and utilities work. Actual spending has now begun to ramp up sharply with actuals of £2.328m to December raising the forecast to give an additional delivery variance of £0.062m. All the agreements are now in place to offset any risk of disputes between the parties, but it will face issues of materials supply chain and price increases.

Burnley Town Centre Improvements

A delivery plan of £0.940m was established for work at Lower St James Street and Pioneer Place. Work on the latter can now be undertaken as work on Lower St James is complete. Delays on the commencement of the Pioneer Place project have resulted in -£0.550m now forecast to slip into 2021/22. This work is partly funded by Burnley Borough Council and the invoicing is monitored to minimise risk of any failure of funding being claimed.

Heysham

A delivery budget of £0.784m is in place for 2021/22 to cover mopping up work and settling claims for land adversely affected by the programme. These claims plus the linked legal cost have already incurred £1.209m to December, further funding will need to be approved to cover the final costs which could be a further £5m

Externally Funded Schemes

The externally funded schemes capital programme has a 2021/22 delivery plan of £7.433m. The current forecast outturn is £7.275m, a variance of -£0.158m. Spend up to 31st December 2021 is £6.483m.

The largest scheme within the delivery plan is UCLan Masterplan with a 2021/22 delivery budget of £4.500m. Works are due to be completed this year and remaining expenditure to be concluded the following year. The forecast for 2021/22 has increased to £4.528m giving an additional delivery variance of £0.028m, however as yet the cost implications for legacy matters is unknown. Discussions are being held with UCLan to provide cost certainty and eliminate any cost risks.

There is further additional delivery within this block on the S278 Blackpool Road, Kirkham project, totalling £0.025m. This is to complete the design and tender documents by the middle of February 2022, with the remainder of works being delivered in 2022/23. There is also an overspend of £0.016m on the s106 funded Blackpool Road/Lea Road crossing facilities scheme, which holds a potential risk as funding needs to be found to cover this.

There is a forecast slipped delivery variance of -£0.228m. This is mainly on the A584 Lytham Rd Highways works scheme (-£0.085m) where statutory undertaker diversions were delayed starting on site due to resources being unavailable and site supervision also hasn't been as intense as anticipated. Other notable slipped delivery variances include the public right of way scheme at Kiddrow Lane (-£0.040m) where

expenditure is now expected in 2022/23 and the S278 Padiham THI (-£0.060m), which has experienced delays due to supplier issues.

Central Systems and ICT

The central systems and ICT capital programme has a 2021/22 delivery plan of £7.656m. The current forecast outturn is £11.758m, a variance of £4.102m. Spend up to 31st December 2021 is £5.067m.

The central systems and ICT block is forecasting an additional delivery variance of £0.406m across 3 schemes. The social care reform Lancashire patient records service (Lpres) scheme has an additional delivery variance of £0.350m, the project is to fund a change programme linked to Adult services which includes reviewing all processes and system interactions with our partners and the third sector. Forecast additional delivery of £0.026m on the Microsoft Office 365 scheme is due to advanced plans on the delivery of the project. It is expected that spend will increase on all projects in the next couple of months. Furthermore, there is forecasted additional delivery of £0.030m on the replacement of the Document Management System (DMS) following the current system no longer being supported.

The largest scheme within the delivery plan is the migration to Oracle Cloud from the current e-business suite Oracle platform, which has a 2021/22 delivery budget of £7.500m. Delays on the programme were reported in the quarter 2 report due to a number of factors with roll out still anticipated in June / July 2022. Forecast spend in 2021/22 is £11.196m which utilises all the original budget on the project, leading to an increase in spend on the programme that has previously been reported.

Other risks on this project include the pandemic leading to staff reductions across all partners and LCC leading to delays, remote delivery of the programme leading to issues with such items as quality of training and reduced processing power for testing and data validation, and accessing sufficient resource to allow appropriate design, development and testing alongside business as usual activities.

Adult Social Care

The Adults Social Care capital programme has a 2021/22 delivery plan of £17.313m. The current forecast outturn is £17.313m, a variance of £0.000m. Spend up to 31st December 2021 is £16.773m.

The Disabled Facilities Grant is capital funding for the provision of home adaptations to help older and disabled people to live as independently and safely as possible in their homes. This £16.715m allocation has been fully passported to district councils to distribute.

The extra care grant for Preston at £0.540m was due to have its legal agreement executed in July 2021, however, there have been additional delays in the agreement being signed. Building work has been completed previously and the contractors'

invoice is expected to be received and paid following the signing of the legal agreement. Although there has been a delay in getting the agreement signed, this scheme is still anticipated to be delivered this financial year.

The inpatient detoxification grant is a one-year funding scheme aiming to increase medically managed inpatient detoxification capacity and to stabilise this component of provision in the treatment system for drug and alcohol users. Funding of £0.058m was received in August 2021 and has now been paid in full to the provider as of October 2021.

Corporate – Property

The Corporate Property capital programme has a 2021/22 delivery plan of £11.438m. The current forecast outturn is £6.046m, a variance of -£5.392m. Spend up to 31st December 2021 is £4.152m.

The corporate – property block covers a large number of projects so an overview of the programmes within the block is given below.

Building condition programme

The Delivery Plan for the programme of Building Condition has been set at £2.162m with 62 projects forecast to be worked on in the year. The major projects within the programme include roofing works at County Hall for which the contractor is completing snagging work spending £0.126m to date. The mechanical works at Chorley neighbourhood centre which has now been completed and handed overspending £0.093m to date and forecast to utilise its remaining £0.102m budget fully. The replacement of chiller units within the CCP site is also nearing completion with the system now in operation, £0.071m has been incurred to date and the forecast lowered to reflect a small underspend. All the programmes budget has been allocated but there is a remaining contingency of £1.439m. A small number of projects are still restricted by access issues and overall and following a review some have been put on hold increasing the forecast slipped delivery to -£1.149m, offset slightly by additional work on projects not previously forecast of £0.136m.

Works to operational premises programme

The works to operational premises has a delivery budget for the year of £1.018m with 21 projects forecast to be active. The major schemes within the programme include the transfer of the Civil Enforcement Officers to LCC alternative accommodation at both Lancaster and County Hall have been completed and are nearing their forecasts of £0.060m and £0.067m respectively. The work to repair the Burnley Queen Street mill has been completed with £0.074m forecast for 2021/22 and the project to replace the sluice rooms at Bowgreave Rise has also been completed and awaiting the final invoice which should bring the spend to £0.091m for the year.

Bowgreave Rise programme

The project to replace Bowgreave Rise residential care home providing affordable extra care schemes for older people and supported housing apartments for younger

adults with disabilities will be spread across two financial years. The initial forecast of £2.500m has been reduced to £0.236m as it is now anticipated that the majority of the construction will be completed in 2022/23.

Covid Secure Visiting Facilities

The programme of COVID19 related property works to install secure visitor facilities at Care Homes has remaining funding of £0.138m all of which has been included in the Delivery Plan and £0.121m has already been incurred to the end of December.

Salix Decarbonisation

A new programme has been established for de-carbonisation schemes at Burnley, Leyland and Garstang libraries, with forecast spend of £0.519m. As £0.167m is grant supported with conditions to be spent in the financial year these schemes will be a priority. Work at Garstang is now complete and with the remaining two tenders now been approved work is likely to commence in January 2022.

Great Harwood North Cliffe, Overnight Short Break Unit

The construction of a new overnight short break unit providing purpose built units to meet the diverse needs of the users is progressing well, although it is now forecast that final construction may extend into next financial year causing -£1.347m of the forecast to slip into 2022/23. With a delivery plan for the year of £4.313m the risk of rising prices for building materials could adversely affect the final costs, along with the risk of poor weather conditions effecting the build as the site is in a very exposed location.

Electric Vehicle charging points at LCC Sites

A new programme of £0.215m to begin installing electric vehicle charging points at LCC sites has initially been approved. A budget of £0.120m was added to this years delivery plan to cover the sites at Hapton Network fleet depot and Bamber Bridge of which £0.060m is forecast to be spent in 2021/22, the slippage variance of -£0.060m is now forecast to be spent in full in 2022/23 along with the remaining budget for the programme.

Economic Development

The Economic Development capital programme has a 2021/22 delivery plan of £11.989m. The current forecast outturn is £8.752m, a variance of -£3.237m. Spend up to 31st December 2021 is £5.732m.

The Cuerden strategic site programme was forecast to only require £0.200m in 2021/22 for consultancy, however internal design fees have been incurred and have created an additional delivery variance of £0.030m. The bulk of the revised work remains forecast to take place in future years following the finalisation of the development agreement.

The work on the South Lancaster Growth Catalyst (SLGC) bid has now been finalised. A delivery plan of £0.281m was submitted but the increased spend on design and legal fees has led to an additional delivery forecast of £0.016m. The delivery of the projects within the SLGC will be reported within a separate block now that the programme has moved into the development and delivery phase.

With the ED block, the majority of spend in 2021/22 is forecast to be spent on the Samlesbury enterprise zone project. After being previously delayed, groundworks, tree felling, and utilities works are underway in both zones with waste material being removed and temporary drainage installed and forecast to spend £5.087m on this preparation work this financial year. Along with the risk of price increases of materials and labour, recent unfavourable weather conditions and various ecology and planting plans also have to be considered looking at risks to delay the scheme.

Work on the submission of the business case for the Eden North project in Morecambe is forecast to utilise its remaining £0.151m in 2021/22 in completion of this first stage of the planning process. Risks to the programme comes from working with outside partners, in addition to the Eden project there is also involvement from Lancaster City Council and Lancaster University.

A contribution to the Brierfield Mill scheme which has created offices, apartments and leisure schemes in the redeveloped site has incurred £0.193m, it is now forecast that remaining £0.590m contribution will be completed in 2022/23 following changes to the project by the external grant recipient. It is also expected that the remaining contribution towards the expansion of the Lomeshaye Industrial Estate of £1.500m will be made this financial year after been held up by the delays in progress on site due to lockdown. The annual agreed contribution to City Deal of £1.295m has now been made for 2021/22.

South Lancaster Growth Catalyst (SLGC)

The South Lancaster Growth catalyst capital programme has a 2021/22 delivery plan of £4.100m. The current forecast outturn is £4.100m, a variance of £0.000m. Spend up to 31st December 2021 is £1.019m.

In October 2021 a collaboration agreement was signed between Lancaster City Council and Lancashire County Council for a long term collaboration which will develop South Lancaster to stimulate housing growth in the region. The agreement plans to deliver c10,000 homes and use the developer contributions alongside agreed grant funding from Homes England (HE) to develop new and existing highways infrastructure for roads and sustainable travel interventions as well as education and health provision.

Work has been on-going on the design for the agreed early deliverable projects and HE have agreed a 2021/22 budget of £4.100m to cover these initial costs.

The programme manager is working to develop a more detailed project plan which will be used to monitor against going forward, allowing variances to be reported against the individual projects within the SLGC programme and will be updated as design work is undertaken and the contractor is appointed for the delivery of the major road infrastructure

Vehicles

The vehicles capital programme has a 2021/22 delivery plan of £4.000m. The current forecast outturn is £4.530m, a variance of £0.530m. Spend up to 31st December 2021 is £4.294m.

To date in 2021/22 there has been delivery of twenty seven vans, four cars, two pick up trucks, one semitrailer, three excavators, one tipper truck, one traffic management vehicle, three mobile library vehicles, four snowploughs, and several accessible minibuses and conversion minibuses. In total, this has increased the forecast outturn to £4.531m.

There is a forecast slipped variance of -£0.510m due to four vehicles (three trucks and one mobile library) now forecast to be delivered in 2022/23. These schemes have slipped due to staff shortages and reduced factory operating hours as COVID19 continues to impact services and suppliers. Unallocated funding totalling £0.041m has now been allocated to schemes expected to be delivered in 2022/23, causing a slipped delivery variance.

The scheme for eighteen accessible minibuses has had additional delivery of £0.921m. The full scheme was originally anticipated to be part-delivered this financial year and the remainder delivered in 2022/23, however we have received more deliveries against this scheme in this financial year than originally anticipated. The same applies for the scheme for twelve vans, which has had additional delivery of £0.084m. There has also been additional delivery of £0.022m for four snowploughs and £0.055m for two pick-up trucks, which were initially anticipated to be delivered in 2022/23.

There are ongoing Brexit-related issues and global chip shortages, along with supply chain issues due to factories reducing their operating hours as a result of a downturn in business caused by COVID19. However, this is unlikely to impact meeting the delivery plan figure at this stage. Although some schemes have slipped into next year, the delivery plan figure has been exceeded.

Transforming Cities Fund (TCF)

The TCF capital programme has a 2021/22 delivery plan of £5.788m. The current forecast outturn is £4.453m, a variance of -£1.335m. Spend up to 31st December 2021 is £1.784m.

In June 2020, Lancashire County Council had its revised proposal for TCF investment in the Preston city region approved, with a schedule of works lasting until 2023/24.

The latest delivery programme indicates works will now slip into 2024/25, specifically on the Cottam Parkway element and discussions are under way with the Department for Transport (DfT) regarding this point. A formal change request was submitted in early November 2021 and an initial response requesting further information was received in December and is being actioned. The delivery plan for 2021/22 is £5.788m with the majority of spend expected on the Transforming Ringway project which embarked on construction at the end of the 2021 calendar year on schedule. The first phase of the works (on Corporation Street) are now expected to take longer than planned due to unforeseen ground conditions under the carriageway which have necessitated full reconstruction. The next phase, which is the larger one, is not now expected to begin until Spring 2022 and this will delay some spend into 2022/23.

With the maximum funding contribution and final delivery timescales set within the grant agreement, hitting the deadlines and remaining within budget are the key risks at programme level. Both Cottam Parkway and Transforming Ringway design teams are aware of the need to design to budget and to apply value engineering or scope modifications. This has become necessary on Cottam Parkway where the cost estimates at the latest design stage indicated a potential excess over the current agreed budget. Scope review and value engineering has already identified a number of savings and there is further work to be done here. The TCF Board also agreed to repurpose budget originally intended for other projects within the programme if necessary in order to bridge any gap. A cabinet report has been prepared for consideration at the January 2022 meeting to request an additional capital contribution from Lancashire County Council to cover the remaining gap of up to £4.547m.

Capital Delivery programme – 3 year programme 2022/23 to 2024/25

6. Introduction

An indicative Capital delivery programme has been drawn up for 2022/23 to 2024/25. This has been drawn up using agreed annual budgets in addition to the forecast delivery of any remaining prior year slippage less any future year budget already delivered. These figures are shown in table 1 below, with the funding streams for the delivery programme then shown in table 2. A brief supporting narrative for the 2022/23 delivery programme by block is shown in section 2 of the report.

The figures in this report will be revised in May 2022 following the completion of the year end accounts to allow for adjustment for final slippage and advanced delivery figures. Additional funding agreed between January 2022 and May 2022 will also be added to the report to be submitted in early June 2022. The delivery programme agreed in June 2022 will then be used as the basis for the Capital monitoring reports throughout 2022/23.

TABLE 1 – 2022/23 Capital delivery programme by block

Service Area	21/22 forecast	22/23 Delivery plan	23/24 Delivery Plan	24/25 Delivery plan
Schools (excl DFC)	22.549	23.361	25.115	29.107
Schools (DFC)	3.075	2.377	3.909	1.608
Highways	59.428	48.258	26.351	21.488
Transport	14.771	23.591	15.495	12.834
Externally Funded	7.275	1.804	0.000	0.000
Central Systems & ICT	11.758	5.187	3.064	3.017
Adults	17.313	16.000	16.000	16.000
Corporate - Property	6.046	20.211	18.600	17.700
Economic Development	8.752	42.526	41.295	39.995
South Lancaster Growth Catalyst	4.100	3.258	20.904	0.000
Vehicles	4.530	4.441	0.000	0.000
Transforming Cities Fund	4.453	15.250	16.152	6.939
Totals	164.050	206.263	186.885	148.688

TABLE 2 – Funding streams by year

Service Area		22/23 Delivery plan	23/24 Delivery Plan	24/25 Delivery plan
Borrowing	54.546	97.680	64.323	61.112
Grant	96.946	97.081	116.563	81.876
Contributions	12.558	11.503	6.000	5.700
Totals	164.05	206.263	186.885	148.688

7. Detailed narrative

Schools

The schools capital programme has a 2022/23 delivery programme of £25.738m and contains approximately 300 projects to be worked on within the financial year.

The schools delivery programme is split into three areas.

The basic need programme is to increase school pupil places in targeted areas via grant funded school expansions or new school build projects. An amount of £11.007m has been included in the delivery programme for 2022/23, including large projects such as the expansions of Burnley Unity college and Sir Tom Finney community high school.

The condition programme delivers a variety of grant funded works to address priority condition issues at school buildings. An amount of £4.637m has been included in the delivery programme for 2022/23, including projects to improve the condition of Leyland Methodist junior school and Staining CofE primary school. This programme is created on the basis of fixing worse first and is tailored to the amount of funding available through the grant funding.

The devolved formula capital programme is a grant funded programme for small to medium capital projects. It is allocated to schools on a formula basis by the DfE in order for schools to spend on capital projects within expenditure guidelines and a delivery programme amount of £2.377m has been included for 2022/23.

Highways

The Highways capital programme has a 2022/23 delivery programme of £48.258m and contains approximately 700 projects to be worked on within the financial year.

The Highways delivery programme contains c£16.000m of projects planned prior to 2022 which are expected to be delivered within 2022/23. This includes £2.000m programmed for bridge maintenance work and £3.200m for detrunking the A601M, including bridge maintenance and demolition and remodelling of the road to permit development of the local area. £2.700m is programmed to continue storm damage repairs and flood prevention work.

An indicative amount of £20.167m has been included as anticipated funding from the Department for Transport (DfT). The actual amount received for the grant, along with a more detailed list of projects to be funded from the grant will be drawn up prior to the submission of the final 2022/23 delivery programme in May 2022.

A risk to the 2022/23 delivery programme is the continued high levels of expenditure on structural defects. This will be continued to be monitored in the

remaining months of 2021/22 and a decision will need to be made before submission of the final 2022/23 delivery programme as to how this expenditure will be funded going forward if it is to remain at such a high level potentially reducing the grant allocations to other highways programmes to fund this prioritised work.

Transport

The transport capital programme has a 2022/23 delivery programme of £23.591m and contains approximately 100 projects to be worked on within the financial year.

The largest project within the Transport delivery programme is the M55 Heyhouses link road. This is a multi-year project which will connect the existing roundabout at Whitehills Road to the north with Heyhouses Lane near the Cyprus Point development site to the south. A delivery programme of £7.000m has been included for 2022/23 to reflect the expected delivery as per the grant agreements and the current position of the multi-year project, the remaining budget is shown in future years.

Other major projects within the 2022/23 delivery programme are the Ormskirk eastern gateway project, the completion of the Burnley town centre project and development of further schemes to promote safer travel across Lancashire whilst the Covid pandemic is ongoing. The £2.500m agreed contribution from the Transport block to the Lancashire City Deal is also included.

Provision has also been made for £5m increase to the budget for the Heysham M6 Link road to allow for the payment of the remaining land compensation claims and landscaping arrangements following the opening of the road several years ago. These are statutory or planning related payments and cannot be avoided.

Externally Funded Schemes

The externally funded schemes capital programme has a 2022/23 delivery programme of £1.804 and contains 11 projects to be worked on within the financial year.

The externally funded schemes capital block is funded through contributions from external stakeholders. The S278 scheme covering the improvements to the area around the UCLAN campus is ongoing and is £0.629m of the 2022/23 delivery programme. A further £0.235m is included in the programme for the works on Blackpool Road, Kirkham.

The delivery programme will be increased as further agreements are made with private developers, with ongoing risks to the programme that works need to be completed as specified in the agreements otherwise funding may have to be returned.

Central Systems and ICT

The central systems and ICT capital programme has a 2022/23 delivery programme of £5.187m and contains 2 projects to be worked on within the financial year.

The largest project within the delivery programme is the project to support the future proofing of the document handling service. £0.145m is included in the delivery programme for this which is predominantly to cover the cost of letter extraction and scanning software.

A provision of £5m additional budget has been made in 2022/23 following the review of the Oracle upgrade programme and related delays that have been identified and reported with roll out anticipated in June / July 2022.

Future years indicative provisions have been increased by £3m to reflect the capital investment that will be required in upgrading systems within the ICT roadmap.

Adult Social Care

The Adult social care capital programme has a 2022/23 delivery programme of £16.000m and contains 1 project to be worked on within the financial year.

As at January 2022, the disabled facilities grant (DFG) is the only project included on the delivery programme for the Adult social care block. The DFG is capital funding for the provision of home adaptations to help older and disabled people to live as independently and safely as possible in their homes. The £16.000m amount included in the delivery programme is an indicative amount until the 2022/23 grant agreement is confirmed.

Corporate – Property

The corporate – property capital programme has a 2022/23 delivery programme of £20.211m and contains approximately 60 known projects to be worked on within the financial year plus 2 new programmes that are required.

The corporate property programme is a rolling programme of works on the Councils property portfolio. The 2022/23 programme includes £1.145m for projects within the building condition programme, £1.019m on projects within the works to operational premises programme and £1.363m on projects within the residential redesign programme.

Following surveyor inspections of a fifth of the corporate property portfolio a large number of priority 1 conditions works has been identified, the works to address these has been costed at £35m and a third of this has been provided in this years delivery programme to reflect the amount of work that can be delivered this year.

This is not a sustainable position for the remainder of the corporate property portfolio going forward and a 6 month programme of works to review the corporate property portfolio will be required to reduce the number of assets held. This work should create a series of capital receipts to be used to reduce the borrowing required to maintain the remaining portfolio which receives no grant funding.

A detailed list of projects to be delivered during 2022/23 will be available with the resubmitted delivery programme in May 2022 once the detail of slipped projects is confirmed after year end with delivery priorities agreed for 2022/23.

The project to replace the Bowgreave Rise residential care home providing affordable extra care schemes for older people and supported housing apartments for younger adults with disabilities is also included in the delivery programme with delivery for the project slipping from prior years.

Economic Development

The economic development capital programme has a 2022/23 delivery programme of £42.526m and contains approximately 15 projects to be worked on within the financial year.

The delivery of the Cuerden strategic site continues in 2022/23 and a £5.000m delivery programme has been set. It is expected that delivery will continue at pace throughout 2022/23, with the full site expected to be completed in 2025/26.

Work on the Samlesbury enterprise zone also continues into 2022/23 with a delivery programme of £23m, A loan to Lancashire County Developments for £7m to allow the investment in a new building is also included in the 2022/23 delivery programme. Annual contributions towards the Lancashire City Deal are also included.

A delivery amount of £1.000m has been included for the Low Carbon projects programme. This is a programme of work designed to properly understand and deliver carbon and cash savings across the buildings, assets and activities of the county council and the wider business community. A further £1.700m for this project has been earmarked for 2023/24 onwards.

The future years impacts of these projects is also included in the provision la programme for 2023/24 onwards

South Lancaster Growth Catalyst (SLGC)

The SLGC capital programme has a 2022/23 delivery programme of £3.258m and contains approximately 3 projects to be worked on within the financial year.

In October 2021 a collaboration agreement was signed between Lancaster City Council and Lancashire County Council for a long-term collaboration which will

develop south Lancaster to stimulate growth in the region. The agreement plans to deliver c10,000 homes and use the developer contributions alongside agreed grant funding from Homes England (HE) to develop new and existing highways infrastructure. The delivery programme amount for 2022/23 covers the preliminary costs for the programme, including land acquisition fees, design fees and planning costs.

Vehicles

The vehicles capital programme has a 2022/23 delivery programme of £4.441m and contains approximately 37 projects to be worked on within the financial year.

The delivery programme amount of £4.441m is to purchase 112 vehicles, the majority of which are pre-planned for 2022/23 delivery, however some vehicles will be slipped delivery from 2021/22. The 112 planned vehicles include 21 minibuses, 24 vans, 11 general purchase trailers and 9 tippers.

The supply chain issues experienced in the last couple of years have been considered when drawing up the expected delivery for 2022/23.

Transforming Cities Fund (TCF)

The TCF capital programme has a 2022/23 delivery programme of £15.250m and contains 3 projects to be worked on within the financial year.

The delivery programme for TCF has been set in line with the budget amounts included as part of the grant agreement. Significant spend is expected as the 3 schemes approach critical delivery milestones. The largest scheme in 2022/23, Transforming Ringway, is forecast to spend £10.000m.

Discussions between the council and the Department for Transport (DfT) were held in December 2021 regarding the reprofiling of the budget due to forecasted slippage, the outcome of these discussions are still outstanding and should the budget profile change, this will be reflected in the finalised 2022/23 delivery programme agreed in May 2022.

Report to the Cabinet

Meeting to be held on Thursday, 3 February 2022

Report of the Head of Service - Procurement**Part I**Electoral Division affected:
(All Divisions);**Corporate Priorities:**
Delivering better services;**Procurement Report**

(Appendix 'A' refers)

Contact for further information:

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

In line with the county council's procurement rules, this report sets out a recommendation to approve the commencement of the procurement exercise for Ribblesdale High Primary Provision, new school build, and a recommendation to authorise the Chief Digital Officer and Head of Procurement to make the decision whether or not to remain with the current supplier for Microsoft Enterprise licensing arrangements or to join the Crown Commercial Services aggregation procurement if this is ultimately a better commercial deal.

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

Recommendation

Cabinet is asked to:

- (i) Approve the commencement of the procurement exercise for Ribblesdale High Primary Provision as set out at Appendix 'A'.
- (ii) Authorise the Chief Digital Officer and Head of Procurement in consultation with the Cabinet Member for Resources, HR and Property (Deputy Leader) to make the decision in relation to the Microsoft Enterprise licensing arrangements as set out at Appendix 'A'.

Detail

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

- The description of the works or goods
- The procurement route proposed
- The estimated value of the contract
- The proposed basis for undertaking the evaluation of the tender submissions and the options offered

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

On conclusion of the procurement exercise, the award of the contract shall be made under the county council's scheme of delegation to heads of service and in accordance with the council's procurement rules.

Consultations

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

Implications:

This item has the following implications, as indicated:

Financial

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

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A

<p>Procurement Title Ribblesdale High Primary Provision – New school build</p>
<p>Procurement Option Mini-competition via third party framework through the North West Construction Hub Medium Value Framework Lot 2, established in compliance with the Public Contract Regulations 2015.</p>
<p>New or Existing Provision New one-off project to build a new primary school.</p>
<p>Estimated Annual Contract Value and Funding Arrangements Estimated project value is for £5m and will be funded via the capital budget using grant funding from Department for Education.</p>
<p>Contract Duration The Agreement will be let for a twelve month build and a further twelve-month rectification period (two years in total). The new primary school is to be open and available from the commencement of the 2023/24 school year.</p>
<p>Lots Single contract under a multi-lot framework.</p>
<p>Evaluation The evaluation of framework providers will be undertaken against the following criteria:</p> <p>Stage 1: mini-competition bid will be evaluated on</p> <ul style="list-style-type: none"> • 70% technical, quality, and social value • 30% preliminary costs, schedule of rates, overhead and profit percentages <p>Stage 2: the successful tenderer from stage one will then work with all stakeholders to prepare and agree an Agreed Maximum Price (AMP) for this build within the available budget.</p>
<p>Contract Detail Since 2015, Taylor Wimpey plc has been developing land on the former Higher Standen Farm. The new development is located on the south east perimeter of Clitheroe in the Ribble Valley. As a result of the new development there is a need for a new primary school. The Authority will be responsible for the construction of the new primary school with funding received from DFE Basic Needs. Due to ongoing developments on the site, the Authority and the future principal contractor cannot commence works on site until July 2022. The Authority intend to construct the new primary school using modular construction techniques and deliver this project within 12 months; in time for the school opening in September 2023.</p> <p>The principal contractor will provide early contractor engagement insights and help design the build within the available budget and timeframe. The principal contractor will be engaged using the partnering ethos principles.</p>

The Authority have developed a contract specifically for this project based on the JCT 2016 Standard Building Contract.

Procurement Title

Microsoft Enterprise Software Re-licensing

Existing Provision

The existing master contract supplier arrangement with Phoenix Software (a software reseller) was put in place in April 2014 for a 10-year period via the Authority's outsourced provider British Telecom Lancashire Services. The master contract was subsequently novated to the Authority on 1st April 2021 as part of the insourcing strategy for Digital Services in order to maintain a continuity of contract arrangements between the Authority and Phoenix for this strategic Authority software and it is currently scheduled to expire on 31 March 2024.

The individual Microsoft enterprise license pricing via Phoenix is agreed on a three year cycle and re-baselined year on year against our ongoing volume licensing needs. The next review is due for 01 April 2022 which also coincides with the latest scheduled Microsoft license cost increases.

Procurement Options

We are therefore proposing to dual tracking our sourcing options for Microsoft renewals next financial year.

Option 1

Continue using Phoenix for the next 2 Financial years until 31 March 2024. The Council reserves the right to change supplier within the 3rd year of the Microsoft Agreement.

We have pricing structure from Phoenix based on the existing inherited contract.

Option 2

Use the Crown Commercial Services (CCS) RM6068 Technology Products and Associated Services (TePAS) Lot 3 Framework via the NFC143 Aggregation procurement for a 3-year contract until 31 March 2025.

Crown Commercial Services approached us in November 2021 to ask whether we wanted to take part in their next scheduled round of Microsoft Aggregation procurement (NFC143) with other named public authorities.

In addition to Lancashire County Council, the other authorities involved in this aggregation procurement are:

- Anglia Ruskin University
- Boston Council
- Doncaster MBC
- Kent Fire & Rescue
- Leicestershire County Council
- Leicestershire Fire & Rescue
- Metropolitan Police Service
- Northamptonshire Police Authority
- Nottinghamshire City Council

- Scottish Government
- UK Health Security Agency

There is no obligation to commit once the aggregation process is concluded. This is providing us with an opportunity to benchmark the proposed commercial arrangements with Phoenix to establish whether if this procurement route could achieve a better overall value for money than we have through Phoenix.

We have already registered interest with CCS and the timescales for the aggregation project are as follows:

- LCC to engage with CCS by 26 November 2021
- LCC to provide final requirements by 7 January 2022
- CCS aggregation tender published by 11 January 2022
- CCS tender deadline by 24 January 2022
- CCS award decision by 31 January 2022

Proposed New Provision

The purpose of this paper is to inform Cabinet that we will not be able to set the proposed procurement strategy until the CCS aggregation project is complete.

At this stage we can assess the credibility of an alternative option for Microsoft Software licence supply and will only have a 2-week window between the CCS aggregation award and the participating Local Authorities being required to sign the up to the process.

The outcome of the process is purely a commercial pricing one, and neither options (continuing with Phoenix or using the CCS procurement aggregation) should have any impact on the system architecture.

We request that Cabinet authorises the Chief Digital Officer (Glynn Peach) and the Head of Procurement (Rachel Tanner) to make the decision whether or not to continue our Microsoft Enterprise licensing arrangements with Phoenix or to join the CCS aggregation procurement if this is ultimately a better commercial deal.

Contract Duration

Either:

For a further 2 years from 01 April 2022 until 31 March 2024, if we continue via using the novated contract with Phoenix until the expiry of the Master Supplier Agreement, and thereafter for a further year with a reseller who can offer appropriate support in compliance with Public Contract Regulations 2015.

Or:

For 3 years from 01 April 2022 until 31 March 2025, if we accept the outcome from the Crown Commercial Services aggregation procurement.

Estimated Contract Value

The estimated contract value over the next 3 years is £11.7m and is funded as part of the revenue budget.

Lotting

Not applicable.

Evaluation

This will be a simple price comparison between Option 1 and Option 2 above.

Contract Detail

Lancashire County Council requires a comprehensive schedule of licences in order to retain the current services offered. There are in total 34 licences being considered (noting that 10 are for a volume of a single licence to lock in prices for 3 years). The licences cover Microsoft 365 E3, MS Teams voice, Windows server and SQL Licences.

Report to the Cabinet

Meeting to be held on Thursday, 3 February 2022

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

Electoral Divisions affected:
Ormskirk;

Corporate Priorities:
Delivering better services;

Installation of Red Light and Speed on Green Cameras

(Appendix 'A' refers)

Contacts for further information:

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rachel.tanner@lancashire.gov.uk

Martin Porter, Tel (01772) 534630, Principal Network Planning Officer,
Highways & Transport
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Brief Summary

The county council, in collaboration with Lancashire Constabulary, as part of the Safer Roads Partnership has identified two sites on the A59 in Ormskirk (Five ways and Hayfield Road) where the introduction of red light and speed on green cameras would assist in reducing road traffic incidents.

The county council has identified an infra-red speed camera system which is effective in picking up speeding offences and requires less intrusive installation than camera systems that require cabling to be installed underground. The infra-red camera systems can be mounted on standard and passively safe columns or existing street furniture and are more reliable and easier to maintain.

The infra-red system is currently only produced by the supplier Jenoptik, which is the only supplier to have Home Office Type Approval for the infra-red camera technology.

Recommendation

Cabinet is asked to approve a waiver of the county council's procurement rules as set out at paragraph 14.2 of Appendix R to the county council's Constitution, to allow a direct award of a contract to be made to Jenoptik Limited in respect of the installation and maintenance of red light and speed on green cameras as set out in the report.

Detail

As part of the Safer Roads Partnership, Lancashire Constabulary and the county council have identified two sites in Lancashire where they believe red light and speed on green cameras would reduce road traffic casualties caused by red light running occurrences.

The two junctions are on the A59 in Ormskirk and are the junctions at Five Ways and the junction at Hayfield Road. The accident data from both locations shows casualties arising from the red light running. The speed limit on this section of road on the A59 has recently been reduced because of safety concerns and the speed enforcement element of the cameras will help to improve road safety further.

- Red light and speed on green light cameras: Infra-red system which is classed as an above ground system. The system can be installed without the requirement to place cables underground and uses an infra-red system. Access to maintain the system is easy and effective in its use.
- Red light stopped on green light cameras: below ground camera system. The camera system requires cabling to be installed underground. Maintenance or fault-finding of the underground cabling cannot be undertaken easily.

Both types of camera, (infra-red above ground installation and underground cabled cameras) are approved by the Home Office for the unattended enforcement of Red Light and Speed on Green and therefore either system could be used. The preferred option is the infra-red above ground system which has less intrusive installation, with no requirement to dig up roads to lay cables and impact the road network, and likewise has easier access for maintenance and fault finding. In addition, the infra-red cameras provide the potential for the cameras to be moved to different locations in the future, albeit with the appropriate columns or street furniture in place.

Consultations

Subject matter experts within the Highways Service have been consulted in drafting this report.

Implications:

The full implications of this recommendation are included in Appendix 'A' which is exempt from publication for the reasons set out below.

Financial

Lancashire Road Safety Partnership will part fund the cost with the remainder coming from the county council's capital budget.

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

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

Report to the Cabinet

Meeting to be held on Thursday, 3 February 2022

Report of the Executive Director of Adult Services and Health and Wellbeing**Part I**Electoral Division affected:
(All Divisions);**Corporate Priorities:**
Caring for the vulnerable;**Adult Social Care - Provider Fees Uplift Report 2022/2023**

(Appendix 'A' refers)

Contact for further information:

Mike Alsop, Tel: 01772 539256, Policy, Information and Commissioning Senior
Manager - Age Well, Mike.Alsop@lancashire.gov.uk**Brief Summary**

This report sets out the county council's proposed fee uplifts for adult social care services for 2022/23, the financial impact of which has been reflected in the Medium Term Financial Strategy.

Appendix 'A' provides a schedule of the current rates and the proposed rates from 4 April 2022.

The county council has engaged with care providers and with NHS partners in the Lancashire based Clinical Commissioning Groups and the Midlands and Lancashire Commissioning Support Unit in reaching the recommendations in this report.

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

Recommendation

Cabinet is asked to approve the following uplifts, with effect from 4 April 2022:

Market area	Proposed increase
i Residential and nursing care	
Weekly older people's approved residential care rates	
▪ Nursing Standard	5.56%
▪ Nursing Dementia	5.63%
▪ Residential Standard	5.48%

	▪ Residential Higher	5.67%
	▪ Residential Dementia	5.72%
	▪ Mental Health and Learning Disability Residential/Nursing	5.72%
ii	Homecare (all client groups)	
	▪ Off framework providers	4.10%
	▪ Framework providers	£1.33 per hour
iii	Supported Living	
	▪ Waking hour rate	6.07%
	▪ Sleep in rate (per shift)	6.06%
iv	Extracare	
	▪ Sheltered schemes with 24 hour domiciliary care	6.07%
	▪ Other schemes inc purpose built Extracare	6.07%
v	Direct Payments	4.10%
vi	Carers	6.62%
vii	Shared Lives	6.62%
viii	Day Care	5.77%
ix	Respite and Individual Service Funds	Uplift in line with relevant service (e.g. homecare/residential care)

Detail

Lancashire County Council commissions support from around 800 providers supporting approximately 35,000 carers and adults in community and residential based settings, at an annual cost of approximately £465m, which represents in excess of 40% of the Council's overall revenue budget for 2021/22.

On an annual basis, the council reviews its fees for adult social care services. This report summarises the key issues facing the sector over the next year and makes recommendations for uplifts to fees paid to providers for 2022/23.

The County Council has continued to experience unprecedented challenges in the care sector, due to the ongoing effects of the COVID-19 pandemic. This has manifested itself in increased costs for some providers in terms of staffing and, in some cases, reduced income due to reduced occupancy and attendance levels. Home care has seen particular challenges in increased demand against challenges in recruitment and retention. The county council has provided financial support to the care market during these difficult times through the Financial Assistance Scheme (£9m+), administering the government Infection Control Grant (approximately £46.7m), testing and vaccine grants of (approximately £14.7m, and most recently the Workforce Retention and Recruitment grants (approximately £13.4m). At the time of writing this report, it is difficult to estimate the continuing impact of the pandemic on the care market in 2022/23, and if any additional funding will be available from central government.

The county council have continued to be proactive in engaging with the care market to understand their challenges and financial pressures.

Lancashire County Council commissions a number of packages of care that are jointly funded with our NHS Clinical Commissioning Groups. Recommended fees to providers detailed within the report will also apply to those jointly funded care packages, and engagement has taken place with Clinical Commissioning Groups in finalising the recommendations contained in this report.

Uplifts

There are a number of cost pressures which have been taken into account in setting the level of uplifts.

The National Living Wage remains a significant element of any provider's overall cost pressures. However, whilst National Living Wage was expected to increase by approximately 2%, in the Government's spending review in November 2021, they announced a much higher increase than anticipated of 6.6%, rising from £8.91 to £9.50 per hour for people aged 23 years or older on 1 April 2022. There are similar percentage increases for those aged under 23.

The National Living Wage increase does not represent the only cost pressure involved in delivering services. Whilst labour costs constitute a significant component, there are other areas of providers' cost bases that are forecast to change.

The uplifts proposed are therefore weighted averages of National Living Wage, changes to national insurance and inflation for non-staffing related costs.

Residential Care

Lancashire County Council commissions care from over 400 residential and nursing homes, and funds placements for over 4,800 people.

It is recommended that the weekly Older People's approved residential care rates are increased in line with the table below.

	2021/22 Fee	2022/23 Fee*	Increase
NURSING	£582.07	£614.43	5.56%
NURSING DEMENTIA	£687.54	£726.25	5.63%
RESIDENTIAL STANDARD	£507.49	£535.30	5.48%
RESIDENTIAL HIGHER	£576.27	£608.94	5.67%
RESIDENTIAL DEMENTIA	£619.18	£654.60	5.72%

**The annual fund for room premiums remains available and the fee remains unchanged at £10 per room per week for all new placements. It is the Provider's responsibility to ensure that the room premium is applied for and set up at the time the placement in the compliant room is made. Should a provider make a retrospective claim for room premiums the maximum period the county council will*

backdate is the later of the compliant room placement start date or 3 months from the date the request is made.

For other client groups such as Mental Health and Learning Disability residential and nursing provision, a rate of 5.72% is proposed and, in turn, the standard fee level increased to £654.60 per week.

For self-funders living in the county council's in-house older people's residential homes, it is proposed that fees increase by 5.48%.

Homecare

Homecare is delivered by approximately 160 providers across Lancashire, to more than 6,000 people.

About 80% of our homecare is commissioned from one of 46 providers who are contracted through a pre-agreed "framework" contract, where their initial fees were agreed at the start of the contract in November 2017, along with a pre-agreed annual uplift each November up to November 2020.

Other providers are contracted for individual packages of care and described as "off framework". Fees are agreed with "off framework" providers at the start of the package of care and are then subject to an annual uplift. "Off framework" providers are used when "framework" providers are unable to meet demand.

Homecare On-Framework

In November 2021, it had been agreed by Cabinet to invite all framework providers to submit a price uplift request to be applied from November 2021 to March 2022. This was a proactive response to the fragility in the market, largely due to the effects of the pandemic. The outcome of this exercise was to award each provider on the framework a flat rate increase of £1.33 per hour on their current framework hourly rate funded from the government Workforce Grant. It is proposed that we continue to apply a fixed amount uplift of £1.33 per hour to all providers on the framework from April 2022. This represents a 7.9% increase on the average framework rate.

Homecare Off-Framework

It is proposed that, where care has been commissioned off-framework, an inflationary uplift of 4.10% is applied.

Supported Living

Supported living accommodation offers independent living, with care and support, for working age adults with a learning and/or physical disability. Accommodation is provided through apartment schemes, bungalows and some shared living. The county council supports approximately 1,900 people through this type of care and support. Support is provided through individual support hours and where 24 hour support is required via 'sleep-in' payments.

Waking hours

It is recommended that all supported living rates are increased by 6.07%. This increases the approved rate to £17.65 per waking hour.

Sleep-in payments

It is recommended that sleep-in payments rates are increased by 6.06%. This increases the approved rate to £67.33 per sleep-in shift.

Extra Care

Lancashire County Council commissions 5 purpose built extra care and 8 sheltered housing schemes with 24-hour domiciliary care.

Purpose built extra care schemes

Tenders included Year 1 and Year 2 prices. It is recommended that an uplift of 6.07% is applied on the contract anniversary where no tendered rate is available. This is in line with the supported living uplift recommendation.

Sheltered housing schemes with 24-hour domiciliary care

These services have been retendered with new contract to commence at the end of April 2022 therefore the uplift will apply from the beginning of April 2022, until the commencement of the new contracts. It is recommended that an uplift of 6.07% is applied in April 2022, in line with supported living uplift recommendation.

Carers

Lancashire County Council supports approximately 7,300 carers through a Personal Budget awarded as a Direct Payment, depending on the level of support ('higher' or 'lower') they require. The scheme was introduced in April 2015, and is intended to help people in their role as a carer, typically towards a relative or partner.

The proposal is to uplift the annual payments in line with National Living Wage (6.62%) to £266.14 lower rate and £393.42 for the higher rate.

Shared Lives

Shared Lives is a service provided by the council for adults with learning or physical disabilities and for older people. The service currently supports approximately 300 people. Care is family based and provided by individuals and families. Shared lives care is provided in a number of ways from a simple overnight or day support, a week stay with a family or a permanent placement.

The proposal is to uplift all Shared Lives carer fees by 6.62% in line with the National Living Wage increase. Shared Lives carers are individuals operating in their own homes, and therefore would not experience the cost pressures experienced by businesses with their premises and administrative overheads, hence the lower recommended uplift in fees.

Day Time Support

Lancashire County Council supports approximately 1,100 people, both older adults and people with a learning disability, through a variety of day time support services. Support is delivered in a variety of locations from traditional accommodation based services, through to outdoor activity centres by approximately 60 providers.

During 2018/19, the county council established an open list of pre-qualified service providers who were contracted to meet our quality standards, and prices were agreed with individual providers at that time and have remained the same to date. Services are delivered in a variety of different ways and can be paid for by the hour or by session.

It is proposed to uplift fees for all day providers by 5.77% from 4 April 2022.

Individual Service Funds

Individual Service Funds are a way for adults to manage their Personal Budget to meet changing needs, in line with their social care plan. They are managed by approved care providers, on behalf of people, to purchase a range of care services.

It is recommended to uplift fees for Individual Service Funds in line with the relevant service being purchased with it (e.g. residential and supported living). Individual Service Funds will be uplifted in line with the rates detailed earlier in this report for those services.

Council Commissioned Respite/Short Breaks

The county council provides support for carers to take a break from their caring responsibilities, or can support an individual through a short period of crisis, through its respite or short breaks services. These services can provide a place within a supported living setting or residential home for a short period of time.

It is recommended to uplift fees for Respite/Short Breaks, in line with the relevant service being used. This means that residential respite and supported living respite will be uplifted in line with the rates detailed earlier in this report for those services.

Direct Payments

Direct payments allow people to receive a Personal Budget on a pre-payment card from the county council, to allow them to arrange and fund their own care needs. This can be by employing a personal assistant or purchasing their own care direct from a registered care provider. More than 3,600 people receive Direct Payments.

It is recommended that an inflationary uplift of 4.10% is applied to all weekly Direct Payments. This is below the % uplifts detailed for other services proposed in this report but is based on an assumption that individuals are able to recruit and retain staff to act as Personal Assistants, without incurring the overheads involved in commissioning and paying for other service models. Further work is needed in the year ahead to determine whether this continues to be a reasonable assumption.

Out of County Placements

In order to avoid distorting prices in neighbouring council areas, the uplifts described in this report will not be applied to placements made outside of the county council's borders.

Instead, the county council will honour the host authority uplifts, upon receipt of confirmation of the host authority uplift.

Packages Jointly Funded with Health

In cases where Lancashire County Council has been nominated as the lead commissioner for jointly funded packages, care services are paid according to the council's schedule of fees. The relevant clinical commissioning group is then invoiced for their agreed share of the package of care. The uplifts detailed above will apply to the whole care package and not just the county council share.

Consultations

The Council has engaged with care providers delivering care in Lancashire across the whole spectrum of care services. The engagement process was undertaken during November/December 2021.

A cost survey template was sent to approximately 800 providers who hold county council contracts, asking for details of expected cost increases in 2022/23 and, in addition, the same providers were invited to a series of 6 online group sessions with commissioning staff to discuss their current and anticipated cost pressures.

Although the cost survey was publicised and all providers were invited to respond, the return rate was disappointing and there were insufficient number of returned templates to allow any meaningful analysis. However, the verbal feedback during the online sessions gave some useful information.

Verbal feedback from Online Group Sessions with providers

- General appreciation of Lancashire County Council response to financial and other support during pandemic.
- Main cost increases expected to be staffing due to National Living Wage increases and National Insurance increase.
- Some concerns from residential providers on increased energy costs.
- Residential and Nursing providers report reduced occupancy rates from 95%+ down to 80% and lower. Affecting ability to recoup fixed cost base.
- Day Support similarly affected with attendance levels much reduced.
- Home Care experiencing increased demand but reporting particular difficulty in recruitment and retention of staff.
- Insurance costs mentioned by some providers as having significantly increased but relatively a small proportion of their total cost.
- Additional staffing required to manage social distancing, increased staffing costs.

- Additional management time due to requirements for COVID-19 response, information and returns, etc.
- Providers appreciative of the fee sessions and would welcome ongoing discussion forums with commissioners (the county council and NHS) to shape market going forward.

Implications:

This item has the following implications, as indicated:

Financial

The fee uplifts described in this report will cost approximately £25m and, due to a change in the mix of services being used to support the council's service users, results in an additional cost pressure of £8m per annum in the Adults Services budgets. The additional pressure has been built into the Quarter 3 Medium Term Financial Strategy.

It should be noted that the county council is expected to reach a break even position for this financial year due to additional national government funding. However, the council will need to draw on reserves to set a balanced budget for 2022/23. In addition, the council faces continued financial pressures over the period of the Medium Term Financial Strategy and will require further savings to be identified to offset this and other cost pressures.

Notwithstanding these pressures, the county council continues to increase fees to support Lancashire providers.

Fee setting arrangements in 2023/24 and beyond

The government has recently announced proposals to provide specific grant funding to local authorities to recalibrate existing approaches to fee setting. This is to fulfil recent policy commitments made in Build Back Better: Our Plan for Health and Care.

This is likely to mean a major shift in how councils set provider fee levels in future – possibly as early as 2023/24. The initial grant funding expected in 2022/23 is designed to ensure local authorities can prepare their local care markets for reform. This will involve further engagement with providers to carry out local 'cost of care' exercises and produce a plan for sustainability. It can also be used as the basis for calculating increases fee rates where appropriate.

At the time of writing this report, further detailed guidance is awaited on how this will work, but both funding and guidance is expected early in 2022/23.

Legal

The Care Act 2014 places a duty on local authorities to promote the efficient and effective operation of the market for adult care and support as a whole.

The statutory guidance sets out that *"a local authority must not charge more than it costs to provide or arrange for the service, facility or resource"* the guidance also requires that charging must be *"Sustainable for local authorities in the long-term"*.

Fee uplifts proposed in this report have been set at a level that reflects current market conditions, including the impact of COVID-19, following a period of engagement with providers. The fee uplifts incorporate changes to the national living wage, in addition to other factors such as changes in employers' contribution rates for pension auto-enrolment and general inflation.

In order that the county council complies with its obligations under the Public Contracts Regulations 2015, fee uplifts shall be implemented in accordance with the relevant contractual provisions for each of the services.

Risk management

There would be a risk to the viability of individual providers and the overall sustainability of the care market in Lancashire if fee uplifts are not offered each year, to reflect both new and inflationary based cost pressures.

The county council has undertaken regular consultation with a wide range of providers to inform the development of the fees proposed for 2022/23.

The county council, in making these recommendations, has made a thorough assessment of the comments received from providers, overall affordability and has also assessed the extent of other cost pressures on the care market at this time and in the coming year.

It is likely that there will be continuing pressure on the care market in the short to medium term and there is no guarantee that these fee uplifts will resolve the issues currently being experienced by care providers in terms of recruitment and retention of staff. There is a continuing risk of provider failure and/or of providers handing back contracts should they feel that it is not viable for them to continue to provide services. Commissioning staff will continue to monitor the market and engage with providers in to mitigate any risk where possible.

It should be noted that any increase in fees paid to providers will mean an increase in care charges to some service users although the majority of people will pay an assessed charge taking into consideration their ability to pay.

List of Background Papers

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

LANCASHIRE COUNTY COUNCIL – ADULT SOCIAL CARE

TABLE OF FEES 2022/2023

	2021/22 Fee rate	% Uplift	2022/22 Fee rate	Effective from:
HOME CARE				
Home Care Off framework	Various rates	4.10%	Various rates	04/04/2022
Homecare Framework	Various rates	£1.33 per hour	Various rates	04/04/2022
SUPPORTED LIVING				
Waking hour	£16.64	6.07%	£17.65	04/04/2022
Sleep-in	£63.48	6.06%	£67.33	04/04/2022
OLDER PEOPLE RES & NURSING				
Nursing - Standard	£582.07	5.56%	£614.43	04/04/2022
Nursing - Dementia	£687.54	5.63%	£726.25	04/04/2022
Residential - Standard	£507.49	5.48%	£535.30	04/04/2022
Residential - Higher	£576.27	5.67%	£608.94	04/04/2022
Residential - Dementia	£619.18	5.72%	£654.60	04/04/2022
Room premium	£10.00		£10.00	04/04/2022
OTHER RES & NURSING				
Mental Health	Various rates	5.72%	Various rates	04/04/2022
Learning Disability	Various rates	5.72%	Various rates	04/04/2022
EXTRACARE				
Extracare	Various rates	6.07%	Various rates	Different schemes with differing rates. Uplift in line with contract anniversary.
Extra care (sheltered housing based)	Various rates	6.07%	Various rates	04/04/2022

CARERS				
Annual - Lower	£249.62	6.62%	£266.14	04/04/2022
Annual - Higher	£368.99	6.62%	£393.42	04/04/2022
SHARED LIVES	Various rates	6.62%	Various rates	04/04/2022
DAY SERVICES				
Older People	Various rates	5.77%	Various rates	04/04/2022
MH/LD	Various rates	5.77%	Various rates	04/04/2022
DIRECT PAYMENTS	Various per allocated budget	4.10%	Various per allocated budget	04/04/2022
MENTAL HEALTH REHAB	Various rates			Nov 21 – contract year 5.
REABLEMENT	Various rates	5.94%	Various rates	04/04/2022

Various rates

Where "various rates" is indicated:

Individual providers hold contracts with Lancashire County Council at different rates therefore these individual rates will be uplifted at the relevant percentage based on their current contract price. Unless indicated otherwise, these rates will be uplifted on the anniversary of their contract start date in the financial year 2022/23 (April – March).

Report to the Cabinet

Meeting to be held on Thursday, 3 February 2022

Report of the Head of Service - Education Improvement**Part I**Electoral Divisions affected:
(All Divisions);**Corporate Priorities:**
Delivering better services;**Co-ordinated School Admissions Scheme 2023/2024 - Determination of the Qualifying Scheme**

(Appendices 'A' and 'B' refer)

Contact for further information:

Debbie Ormerod, Tel: (01772) 531878, School Admissions and Fair Access Lead
debbie.ormerod@lancashire.gov.uk**Brief Summary**

This report concerns the determination of the statutory scheme and the mandatory timetable for co-ordinating admissions for Lancashire's primary and secondary schools and academies for 2023/2024.

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 scheme listed at Appendix 'A', and its accompanying timetable in Appendix 'B', be adopted as the qualifying scheme for admissions to Lancashire primary and secondary schools and academies for 2023/2024.
- (ii) Authorise the Executive Director of Education and Children's Services 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.

Detail

Every local authority is under a duty to formulate a scheme to co-ordinate the admission process for every state funded school in their area. The requirements for such a 'qualifying scheme' for the co-ordination of admission arrangements for the academic year 2013/14 onwards are set out in The School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012. New free schools may be exempt from this scheme during the first year of their establishment.

A draft scheme and timetable for Lancashire schools and academies/free schools was circulated for consultation with schools and academies, governors, diocesan representatives and neighbouring authorities during Autumn Term 2021. These are attached at Appendices 'A' and 'B'.

The scheme for 2023/2024 maintains the focus on on-line applications being the principle means of applying for school places.

Every voluntary aided and foundation school and academy governing body in Lancashire will be asked to adopt the scheme during Spring Term 2022. Any participating free schools will also be asked to adopt the scheme.

The Secretary of State for Education must be informed that a scheme is in place. If a scheme is not adopted by all admission authorities then a scheme will be imposed by the Secretary of State.

Consultations

Consultations have been held with the governing bodies of all schools and academies in Lancashire, representatives of the local Diocesan Education Authorities and neighbouring authorities. One response was received to this consultation from Star Academies which commented upon the clarity of the co-ordinated scheme. The necessary amendments were made to Appendix 'A'.

Implications:

This item has the following implications, as indicated:

Risk Management

The risk implications of this proposal have been considered.

Financial

The adoption of this scheme has no financial implications.

Legal

If a qualifying scheme is not adopted by the authority before 28 February 2022, a scheme will be imposed by the Secretary of State for Education.

List of Background Papers

Paper	Date	Contact/Directorate/Ext
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None

Reason for inclusion in Part II, if appropriate

N/A



CO-ORDINATED ADMISSION SCHEME FOR LANCASHIRE SCHOOLS AND ACADEMIES 2023/2024 SEPTEMBER 2023 INTAKES

1. Introduction

Lancashire's co-ordinated admission scheme provides a fair and transparent route for the consideration of parental preferences in accordance with legislation and the Department for Education (DFE) School Admissions Code.

The scheme allows parents of all pupils living within Lancashire to complete a single application expressing up to three preferences for admission to maintained schools, academies and free schools within Lancashire and, if they wish, to include those in neighbouring authority areas.

Following consideration of expressed preferences, the Local Authority (LA) will issue to parents living within Lancashire the offer of a single school or academy place. This will be for all admission authorities which are required to comply with the statutory co-ordinated scheme.

All preferences from parents will be considered equally and where more than one offer is possible *the priority order in which the parents expressed their preferences* will then be used to determine which single offer is made.

The scheme preserves the powers and responsibilities of individual admission authorities to determine and apply their published admissions policies. At the same time it enables decisions to be taken within a co-ordinated framework covering the whole County.

For the scheme to operate successfully it is important for all admission authorities to work together closely and to share information as required and as far as possible within the agreed timescales.

2. Applying for School Places

Lancashire's online admission application system is the main route for all applications for new Reception (primary) and Year 7 (secondary) places.

Paper copies of the prospectus and application form will not be routinely available. These will however be supplied on request.

Full versions of the prospectuses and application form can be viewed on the online application system and the Lancashire County Council website www.lancashire.gov.uk

3. The Offer of a Place

The scheme will ensure that Lancashire parents only receive a single offer. The scheme also ensures that each parental preference is considered equally. Where multiple offers are possible the Local Authority (LA) will refer to the priority order of preferences identified by parents on their application. In these circumstances the school or academy at which there is an available place and which is the highest ranked priority on an application will be the confirmed offer.

Processing of Preference Forms

3.1 Stage 1 - Expression of preferences

In early Autumn Term each year the LA will provide flyers and information notices for schools to issue / include in communication with parents. These will refer prospective applicants to the online application system and to links and contacts for information and advice.

The parents of children who do not attend Lancashire primary schools or academies and those who reside outside of Lancashire's administrative boundaries will be able to access information and advice via the online application system and via the County Council website.

Admission information for parents will include:-

- a) Details of how the process is co-ordinated with all admission authorities within Lancashire and how that information is exchanged with neighbouring local authorities.
- b) A summary of the determined admission arrangements for all Lancashire maintained schools, academies and free schools.
- c) Information about the number of applicants received the previous year.
- d) Other admission information to help parents to make realistic preferences and to help them assess the likelihood of obtaining an offer for a preferred school or academy.
- e) Timescales for the primary and secondary admission processes and for the subsequent admission appeal schedule.

THE MAJORITY OF LANCASHIRE PARENTS USE LANCASHIRE'S ONLINE ADMISSION APPLICATION SYSTEM TO BE LEGALLY REGISTERED WITHIN THE ANNUAL PROCESS FOR PRIMARY AND SECONDARY INTAKES (SOME MAY STILL REQUEST PAPER APPLICATION FORMS).

Some schools and academies have a supplementary information form (SIF) which parents should complete. This allows that school or academy to apply particular criteria within its own published admission arrangements. The Lancashire County Council website www.lancashire.gov.uk/schools will provide standard downloadable

SIFs for Lancashire's voluntary aided primary schools and primary academies. Please note that secondary school SIFs are available directly from the school or academy.

Completion of a SIF is not a legal requirement – it is however necessary if parents applying for these schools and academies wish to have their application considered fully against the relevant admission criteria.

Lancashire resident parents must also fill in Lancashire's online (or paper) application for their children to be considered for Reception and year 7 places for each September. **Completion of only a SIF does not constitute registration within the annual admission process for primary or secondary intakes.**

Parents living outside of Lancashire can access the online system and the County Council web site for information and advice only. These parents **must** however apply for school places via their home local authority – even where they wish to express preferences for Lancashire schools and academies.

Lancashire resident parents will return applications online to the Local Authority. For those where paper forms are still required these can be returned to Area Pupil Access Teams (in Lancaster, Preston and Accrington) or to the child's primary school or academy if this is within Lancashire.

All applications must be returned by the national statutory closing dates

(See timetable.)

Parents who apply near to the closing date are encouraged to apply online. This is a secure system which provides email acknowledgement of receipt of an application and allows earlier email notification of the school offer.

3.2 Stage 2 – Circulating Preferences

Lancashire primary schools and academies must forward any paper applications received to the Area Pupil Access Team by the agreed date (see timetable).

Primary schools and academies must not forward applications or the details of these to any secondary schools or academies. Under no circumstances must primary schools provide the priority order of parental preferences to secondary schools or academies.

All preferences received will be transferred or inputted into the Lancashire admissions database. This will include all online applications and paper applications including those received individually or in bulk from out of area.

Voluntary aided and foundation schools, academies and free schools will be provided with details of all their applications. They will not be informed of their own establishment's priority order on each parent's application.

The Governing Bodies of voluntary aided and foundation schools, academies and free schools must consider and rank all received applications. Schools and academies which have a SIF must consider applications even where a SIF has not been completed (based upon the information which is available at that time).

If schools or academies chase SIFs which have not been provided with applications this must be for all applicants without a SIF and not only for selected cases.

If a SIF only has been completed then there can be no consideration for a place. Schools and academies should notify the Area Pupil Access Team where this has happened. Pupil Access must be made aware of these cases in order to make alternative offers later in the process.

By an agreed date (see timetable) the Local Authority will notify other admission authorities about all of their preferences. This notification will include straight line distance measures. Any additional or supplementary information provided by parents will also be provided. Lancashire will also exchange information with neighbouring local authorities (information exchanges will continue throughout the process as required).

At this time Lancashire also verifies the details of many applications eg in relation to children in care, special needs, siblings, addresses and claimed medical, social and welfare issues.

(Please note that the background accuracy checks and verifications and the provision of distance measures will only be provided to Lancashire academies and Free Schools which have bought into the admissions traded service).

Stage 3 – First Sort

By (see timetable) each Lancashire voluntary aided and foundation school, academy and free school will return to the Local Authority via the SPVaR System, which is accessed by the Schools' Portal, a ranked list of all applicants for places at that establishment.

By (see timetable) any admission authority which wishes to exceed its published admission number (PAN) for the forthcoming September intakes (reception or years 3, 7 or 10) must notify the Local Authority. This will allow time for effective co-ordination to occur and for the necessary system changes to be made.

It is necessary for every application to be ranked in priority order to accurately allocate places for all admission authorities (those from in and outside of Lancashire).

All Governing Bodies must therefore be aware that their own ranked list will be manipulated in accordance with the agreed equal preference admission scheme and each parent's priority order of preferences as stated on their application.

The Local Authority will:-

- a) Identify applications where more than a single offer would be possible and then refer back to that parent's preference priorities. The school or academy with an available place listed *highest in priority* by the parent will be the single offer.
- b) Identify where a first preference school or academy cannot be offered and ensure that the parents' other preferences are considered.

- c) Identify where none of a parent's preferences can be offered and ensure that an alternative offer is made. This will usually be the nearest suitable school or academy with an available place (straight line measure).
- d) Provide all applicants with the appropriate reserve list and appeals information/documentation. www.lancashire.gov.uk

Stage 4 – Notification of Offers

By (see timetable) the Local Authority will provide all other admission authorities with details of those pupils who they originally wished to offer a place but who will receive an alternative offer.

All admission authorities will then need to revise their own ranked lists and submit an updated version to the Area Pupil Access Team.

A similar exchange of information and revision of offers lists will be undertaken with neighbouring local authorities.

This element of the process will continue to be repeated as required. This is necessary as initial changes often lead to others (and so on).

The Local Authority will send all other admission authorities their final offer lists by (see timetable). There will be some time to review these again and make changes if these are absolutely essential.

NO CHANGES TO OFFER LETTER WILL BE MADE AFTER (see timetable).

The Local Authority will issue offers for primary and secondary schools on the defined national statutory offer dates (see timetable). These will be electronic for all online applicants (around 95%) and by letter – 2nd class – for those who submitted paper forms.

Offers will be for Lancashire resident applicants only. Those resident outside of Lancashire will receive offers from their home local authority. Offers made on behalf of other admission authorities (voluntary aided and foundation schools, academies and free schools) will state that this is the case.

Online applicants will receive an email and also be able to view their school or academy offer on the statutory offer date / day. Letters issued 2nd class to those who applied on paper may arrive slightly later.

4. Late Applications

Applications received after the statutory closing dates (see timetable) may be made via the 'late' online admissions system or a paper form may be requested.

Applications received late must be receipted and / or date stamped. These will generally only be considered if the following apply:-

- (a) If the overall number of preferences received for a school or academy is below its published admission number or:

- (b) The school or academy is exceeding its published number to a defined limit and has notified the Local Authority in time for co-ordination to successfully occur (and if available places remain) or;
- (c) There are extenuating circumstances justifying a late application.

These may include:

- (i) Parents moving into the County or Country (see note 5) after the closing date;
- (ii) Parent / carer illness which required hospitalisation for the major part of the period between the issue of admissions information and the closing date for applications.

Individual parents will be responsible for providing evidence to support a late application within the admission process. The Local Authority will determine the appropriateness and strength of each case and there will be liaison with other admission authorities where this is necessary to allow the application of admission arrangements.

The Local Authority will therefore refer some late application cases (but not all) to other admission authorities.

IT IS NOT ANTICIPATED THAT ANY LATE APPLICATIONS WILL BE INCLUDED IN THE PROCESS AFTER PROVISIONAL OFFERS HAVE BEEN RANKED.

For clarity, the final dates for inclusions into the rounds are:~

Secondary – 15 January in the relevant admissions round.

Primary – this will be 28 February in the relevant admissions round.

Applications received after the statutory offer dates (see timetable).

Any applications received for places after the offer date will be considered by the Local Authority as being late. Parents will apply for places using the County 'late' eform. If parents feel they have mitigating circumstances which justify the acceptance of a late application, the Local Authority will review the situation. The relevant admission authority may be consulted where this is felt to be necessary.

The eform will be in place until the end of August of that admissions round.

There is a requirement that after the September term starts, all Lancashire maintained schools, academies and free schools will liaise with the LA about any Reception and Year 7 offers which they make. This will allow closer monitoring of the overall availability of places across the County and facilitate dealing with new applications.

Late allocation changes (each year)

Offers are issued centrally (from County Hall). This requires the electronic transfer of information from each Area Pupil Access Team. Arrangements will be made to

signpost or include other information with some offers (eg reserve lists, appeals and home to school transport).

It is not possible to make any amendments to the primary or secondary allocations in the 7 to 10 working days preceding these being issued (see timetable).

Waiting Lists (Reserve Lists)

For admission into Reception and Year 7, all admission authorities must retain waiting lists for one term into the new school year (up to 31st December).

Parents may express an interest in a pupil's name being added to a waiting list for a school / academy at any time. Names of pupils to be added to waiting lists will be collected by the LA and shared with other admission authorities. These are not restricted to those who applied initially for particular establishments – *any parents may access any reserve lists*. Parents can therefore have a place on a school / academy waiting list even if this was not one of their initial preferences.

The LA will compile reserve lists in the priority order of each school or academy admission arrangements (in liaison with individual admission authorities). The LA will issue any offers which can be made as a result of places becoming available (the number of offers for a school falling below the school's published admission number for the required year group or where places remain up to the published admission number).

The only legal offers up to 31st August will be from the LA. All parents may place children on school / academy waiting lists in the priority order of the relevant admission arrangements (irrespective of whether they originally applied for that school or academy or if they are new to area). Lists must not be held on a first come first served basis and neither must places be offered on this basis.

Any pupils who are subject to a Local Authority direction to admit or who are allocated in accordance with Fair Access Arrangements (as described within the School Admissions Code) must take precedence over others who are on any school or academy waiting list.

Individual admission authorities must continue to compile and manage waiting lists until 31 December. Parents who want a pupil to be included on a school or academy list after this date must then contact that establishment direct to enquire about their particular arrangements and requirements.

5. Applications From Abroad (and other areas of the UK)

It is no longer required that families must be physically resident in Lancashire (or nearby) in order to apply within the annual intake processes.

Where families relocate or return to an address in Lancashire after a statutory closing date but during the allocation period (ahead of finalisation of offers) they will be considered as a late application. Appropriate evidence must be provided of ownership or a lease / rental agreement and date of relocation and residence at that address.

The agreed timetable for co-ordination for the primary and secondary annual intake processes include agreed dates after which offers will not be amended.

Please note that late entry to the annual intake processes will not be possible after the statutory closing dates unless an exception is agreed by the Local Authority and / or the admission authority.

6. Annual Infant to Junior School Transfers (Year 2 to Year 3)

Some Lancashire infant and junior schools have close links and there is an established annual transfer from Year 2 in the infant school to Year 3 in the associated junior school.

Parents are informed in Lancashire's admissions information that places in Year 3 for annual intakes at this point are open to all applicants.

Where the number of Year 2 to Year 3 transfers / applications can be accommodated in the junior school then the overall process can be managed locally. If however a junior school wishes to exceed its published admission number in Year 3, or there is oversubscription requiring a formal admissions round and the application of determined criteria and tie break - then the Area Pupil Access Team must be informed. The timetable for co-ordination will apply.

Pupil Access Team
January 2022

**CO-ORDINATED ADMISSION SCHEME FOR
LANCASHIRE SCHOOLS AND ACADEMIES 2023/24
SEPTEMBER 2023 INTAKES**



SECONDARY		PRIMARY	
DATE	ACTION	DATE	ACTION
1 September 2022	Online application system goes live and requests for paper forms / booklets accepted and considered	1 September 2022	Online application system goes live and requests for paper forms / booklets accepted and considered
31 October 2022	Closing date for applications (statutory)	Sunday 15 January 2023	Closing date for applications (statutory)
7 November 2022	Secondary schools / academies to forward any paper applications to Area Pupil Access Teams	20 January 2023	Primary schools / academies to forward any paper applications to Area Pupil Access Teams
21 November 2022	Preferences information exchange with other Local Authorities	27 January 2023	Preferences information exchange with other Local Authorities
5 December 2022	Information to be exchanged with Own Admission Authority Schools	3 February 2023	Information to be exchanged with Own Admission Authority Schools

12 December 2022	Admission authority to confirm intention to exceed PAN with the LA	10 February 2023	Admission authority to confirm intention to exceed PAN with the LA
18 December 2022	Prioritised (ranked) lists back to the Local Authority	28 February 2023	No further address changes can be accepted.
15 January 2023	No further address changes can be accepted.	17 March 2023	Prioritised (ranked) lists back to the Local Authority
23 January 2023	Further exchange of lists with other admission authorities	24 March 2023	Further exchange of lists with other admission authorities
13 February 2023	No changes at all can be made to offer letters after this date	31 March 2023	No changes at all can be made to offer letters after this date
24 February 2023	Issue finalised offer lists to secondary schools / academies	17 April 2023	Issue finalised offer lists to primary schools / academies
1 March 2023	Issue offer letters/emails. (statutory date is 1st March or the next working day)	17 April 2023	Issue offer letters/emails. (statutory date or next working day)

The closing dates and offer dates are national statutory requirements. The dates of exchanges of information may on occasion vary slightly by agreement to take into account localised issues associated with workload and / or specific situations affecting a school / academy or a group of establishments. Occasionally delays may occur as neighbouring authorities will be working to different timetables.

Where a statutory offer date is on a weekend or public holiday Lancashire's online system will go live on the next working day.

Report to the Cabinet

Meeting to be held on Thursday, 3 February 2022

Report of the Head of Service - Education Improvement**Part I**Electoral Division affected:
(All Divisions);**Corporate Priorities:**
Delivering better services;
Caring for the vulnerable;**Determination of Admission Arrangements for Community and Voluntary Controlled Primary and Secondary Schools and Sixth Forms for the School Year 2023/2024**

(Appendices 'A' to 'E' refer)

Contact for further information:

Debbie Ormerod, Tel: (01772) 531878, School Admissions and Fair Access Lead
debbie.ormerod@lancashire.gov.uk;**Brief Summary**

To determine the admission arrangements for community and voluntary controlled primary and secondary schools and sixth forms schools for the school year 2023/2024.

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 the admission numbers and admission arrangements for community and voluntary controlled primary schools, secondary schools and sixth forms for 2023/2024 as listed at Appendices 'A' 'B' 'C' and 'D'.
- (ii) Note 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'.
- (iii) Approve the admission numbers and criteria for admission set out at Appendices 'A' 'B' 'C' and 'D' to constitute the Authority's admission arrangements for 2023/2024.

Detail

The county council is the admissions authority for community and voluntary controlled schools. In accordance with Sections 88A-Q of the School Standards and Framework Act 1998, as amended by the Education and Skills Act 2008 and regulations, the county council is required to consult widely about the proposed admission arrangements for schools where it is the admissions authority.

During Autumn Term 2021, the county council consulted with the governors of community and voluntary controlled schools on the proposed arrangements for admission to those schools for the 2023/2024 school year. The governors were invited to comment on the proposed admissions policy and admission number for their school. Further parties, including other admission authorities within the relevant area for each community and voluntary controlled school, were also consulted about these proposals. A full list of those consulted is included within this report.

The proposed admission numbers for community and voluntary controlled secondary schools, primary schools and sixth forms for the school year 2023/2024 are set out at Appendices 'A' and 'B'.

The responses from governors and the community and comments from officers to the proposed admission arrangements and numbers for community and voluntary controlled secondary, sixth form and primary schools are set out at Appendix 'E'. This Appendix also summarises the recommendations of the Executive Director of Education and Children's Services.

Consultations

- Governors of community and voluntary controlled schools
- Governors of voluntary aided and foundation, free schools and academies
- Other Local Education Authorities adjoining Lancashire
- Diocesan and Church Authority colleagues
- Capital Development and Asset Management Team
- School Place Planning Team
- Liaison and Compliance Team, Education and Children's Services
- Legal and Democratic Services
- Public

Implications:

This item has the following implications, as indicated:

Risk management

If the admission arrangements are not determined by 28 February 2022, the Authority would not be complying with its statutory obligations.

List of Background Papers

Paper	Date	Contact/Directorate/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A

**PROPOSED ADMISSION ARRANGEMENTS FOR
COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY
SCHOOLS FOR 2023/2024**

IMPORTANT NOTE

Please note that the admission numbers for some schools may vary upwards upon determination to support the extra demand for school places in the area.

SCHOOL L No.	NAME OF SCHOOL	PROPOSED ADMISSION No. 2023/2024
01001	Bowerham Community Primary and Nursery School	60
01002	Dallas Road Community Primary School	60
01003	Willow Lane Community Primary School	30
01011	Castle View Primary School	30
01012	Ryelands Primary & Nursery School	60
01015	Moorside Primary School	90
01018	Nether Kellet Community Primary School	15
01022	Quernmore Church of England Vol. Cont Primary School	15
01023	Tatham Fells Church of England Vol. Cont Primary School	8
01025	Caton Primary School	10
01027	Wray with Botton Primary School	7
01032	Warton Archbishop Hutton's Primary School	26
01044	Carnforth Community Primary School [previously North Road]	30
01049	Great Wood Primary School	60
01050	Torrisholme Community Primary School	60
01051	Morecambe Bay Community Primary School	45
01052	West End Primary School	30
01053	Sandylands Community Primary School	60
01054	Lancaster Road Primary School	90
01058	Trumacar Nursery and Community Primary School	45
01060	Westgate Primary School	90
01061	Morecambe and Heysham Grosvenor Park Primary School	45
01062	Mossgate Primary School	30
02001	Carr Head Primary School	30
02002	The Breck Primary School [Poulton-le-Fylde]	35
02003	Carleton Green Community Primary School	45
02008	Fleetwood Chaucer Community Primary School	45
02013	Larkholme Primary School	45
02014	Fleetwood Charles Saer Community Primary School	45
02016	Shakespeare Primary School	60
02018	Fleetwood Flakefleet Primary School	60
02019	Preesall Carter's Charity (VC) Primary School	30
02027	Stalmine Primary School	15
02030	Stanah Primary School	60
02031	Thornton Cleveleys Northfold Community Primary School	30
02033	Thornton Cleveleys Baines Endowed [Vol. Cont] Prim School	30
02035	Thornton Primary School	20
02036	Thornton Cleveleys Royles Brook Primary School	45

SCHOOL No.	NAME OF SCHOOL	PROPOSED ADMISSION No. 2023/2024
02038	Nateby Primary School	12
02039	Forton Primary School	15
02049	Garstang Community Primary School	30
02051	Staining Church of England VC Primary School	35
02052	Thornton Cleveleys Manor Beach Primary School	45
04036	Freckleton Strike Lane Primary School	30
04039	Kirkham and Wesham Primary School	30
04043	Weeton Primary School	30
04044	Lytham St Anne's Mayfield Primary School	30
04045	Clifton Primary School	35
04046	Lytham St Anne's Ansdell Primary School	35
04052	Lytham Hall Park Primary School	60
06002	Brookfield Community Primary School	30
06604	Deepdale Community Primary School	90
06005	Eldon Primary School	30
06008	Brockholes Wood Community Primary School	35
06009	Frenchwood Community Primary School	45
06010	Preston Grange Primary School	30
06011	Preston Greenlands Community Primary School	30
06012	Holme Slack Community Primary School	30
06014	Ingol Community Primary School	30
06016	Moor Nook Community Primary School	30
06019	Ribbleton Avenue Infant School	70
06020	Ribbleton Avenue Methodist Junior School	70
06021	The Roebuck School	45
06031	Preston St Stephen's Church of England Primary School [VC]	45
06033	Ashton Primary School	30
06035	Preston Fishwick Primary School	17
06037	Lea Community Primary School	30
06040	Catforth Primary School	13
06041	Sherwood Primary School	60
06042	Cottam Primary School	30
06050	Goosnargh Whitechapel Primary School	15
06055	Kennington Primary School	35
06057	Fulwood and Cadley Primary School	45
06058	Harris Primary School	30
06060	Queen's Drive Primary School	60
06062	Pool House Community Primary School	25
06064	Brabin's Endowed School [VC]	15
06071	Longsands Community Primary School	30
07005	Higher Walton Church of England Primary School [VC]	17
07012	Walton-le-Dale Primary School	60
07013	Coupe Green Primary School	20
07015	Leyland St Andrew's Church of England Infant School [VC]	60
07016I	Leyland Methodist Infant School	70
07016J	Leyland Methodist Junior School	70

SCHOOL No.	NAME OF SCHOOL	PROPOSED ADMISSION No. 2023/2024
07019	Woodlea Junior School	65
07020	Lever House Primary School	45
07025	Seven Stars Primary School	30
07026	Moss Side Primary School	37
07030	Longton Primary School	30
07037	Little Hoole Primary School	30
07040	Penwortham Middleforth Church of England Primary School [VC]	30
07041	Howick Church of England Primary School [VC]	15
07043	Penwortham Primary School	30
07044	Whitefield Primary School	60
07046	Kingsfold Primary School	30
08001	Burscough Bridge St John's Church of England Prim School [VC]	30
08002	Burscough Bridge Methodist [Voluntary Controlled] Prim School	12
08004	Ormskirk Lathom Park Church of England Primary School [VC]	10
08006	Westhead Lathom St James' Church of England Primary School [VC]	15
08009	Ormskirk Asmall Primary School	20
08011	Ormskirk Church of England Primary School [VC]	60
08014	Ormskirk West End Primary School	30
08016	Burscough Village Primary School	30
08018	Bickerstaffe [Voluntary Controlled] Church of England School	15
08019	Aughton Town Green Primary School	50
08020	Aughton Christ Church C/E Vol Controlled Primary School	30
08021	Aughton St Michael's Church of England Primary School	30
08023	Holmeswood Methodist School	6
08024	Richard Durnings Endowed Primary School Bispham	15
08027	Scarisbrick St Mark's Church of England Primary School [VC]	15
08029	Pinfold Primary School, Scarisbrick	7
08033	Holland Moor Primary School, Skelmersdale	60
08034	Cobbs Brow School	40
08038	Skelmersdale Trinity C/E/Methodist Primary School [VC]	30
08040	Skelmersdale Crow Orchard Primary School	26
08043	Little Digmaor Primary School	20
08046	Hillside Community Primary School	30
08054	Delph Side Community Primary School	30
08063	Crawford Village Primary School	10
08064	Wrightington Mossy Lea Primary School	7
08076	Banks Methodist Primary School [VC]	10
08077	Banks St Stephen's Church of England Primary School [VC]	30
08078	Brookfield Park Primary School	30
08079	Woodland Community Primary School	50
09002	Duke Street Primary School	60
09003	Highfield Community Primary School	30
09010	Gillibrand Primary School	30
09015	Buckshaw Primary School	30
09022	Adlington Primary School	20
09024	Lancaster Lane Community Primary School	30
09025	Clayton-le-Woods Manor Road Primary School	36

SCHOOL No.	NAME OF SCHOOL	PROPOSED ADMISSION No. 2023/2024
09026	Clayton-le-Woods Westwood Primary School	30
09028	Anderton Primary School	30
09031	Brindle Gregson Lane Primary School	30
09039	Coppull Primary School	45
09045	Euxton Primrose Hill Primary School	60
09050	Balshaw Lane Community Primary School	60
09052	Eccleston Primary School	30
09053	Clayton Brook Primary School	30
09062	Abbey Village Primary School	15
09063	Withnell Fold Primary School	14
11004	Accrington Huncoat Primary School	30
11005	Accrington Hyndburn Park Primary School	60
11013	Accrington St Peter's Church of England Primary School [VC]	30
11014	Accrington Spring Hill Primary School	60
11015	Accrington Woodnook Primary School	40
11018	Oswaldtwistle Hippings Methodist Primary School [VC]	30
11020	Oswaldtwistle St Andrew's Church of England Primary School [VC]	45
11024	Oswaldtwistle West End Primary School	30
11025	Oswaldtwistle Moor End Community Primary School	30
11029	Clayton-le-Moors Mount Pleasant Primary School	60
11042	Great Harwood Primary School	45
11045	Rishton Methodist School [VC]	30
11055	Clitheroe Brookside Primary School	30
11056	Clitheroe Edisford Primary School	30
11057	Clitheroe Pendle Primary School	50
11061	Gisburn Primary School	20
11064	Read St John's Church of England Primary School [VC]	30
11065	Sabden Primary School	15
11070	Barrow United Reformed Church Primary School [VC]	30
12001	Briercliffe Primary School	60
12002	Worsthorne Primary School	30
12005	Padiham Green Church of England Primary School [VC]	30
12006	Padiham Primary School	45
12011	Hapton Church of England/Methodist Primary School [VC]	18
12012	Barden Primary School	60
12013	Burnley Brunshaw Primary School	60
12020	Burnley Heasandford Primary School	90
12022	Burnley Ightenhill Primary School	60
12023	Burnley Lowerhouse Junior School	60
12025	Rosegrove Infant School	60
12035	Burnley Stoneyholme Community Primary School	60
12037	Burnley Whittlefield Primary School	30
12041	Rosewood Primary School	60
12042	Cherry Fold Community Primary School	60
12043	Burnley Springfield Community Primary School	30
13001	Bradley Primary School	60
13007	Lomeshaye Junior School	90

SCHOOL No.	NAME OF SCHOOL	PROPOSED ADMISSION No. 2023/2024
13010	Nelson Walverden Primary School	60
13011	Nelson Whitefield Infant School and Nursery Unit	90
13012	Marsden Community Primary School	60
13016	Barrowford School	60
13023	Roughlee Church of England Primary School [VC]	7
13024	Higham St John's Church of England Primary School [VC]	20
13030	Colne Park Primary School	60
13031	Colne Primet Primary School	30
13033	West Street Community Primary School	30
13034	Trawden Forest Primary School	30
13036	Reedley Primary School	60
13040	Barnoldswick Church of England VC Primary School	60
13041	Barnoldswick Coates Lane Primary School	30
13042	Barnoldswick Gisburn Road Community Primary School	30
13046	Kelbrook Primary School	15
13048	Salterforth Primary School	15
13049	Earby Springfield Primary School	30
14001	Bacup Britannia Community Primary School	30
14002	Bacup Thorn Primary School	45
14003	Northern Primary School	30
14005	Sharneyford Primary School	10
14008	Bacup St Saviours Community Primary School	15
14011	Bacup Holy Trinity Stacksteads C/E Primary School [VC]	35
14015	St Paul's Church of England Primary School, Rawtenstall [VC]	40
14018	St Mary's Rawtenstall Church of England Primary School [VC]	30
14019	Crawshawbooth Primary School	45
14022	Waterfoot Primary School	45
14024	Newchurch St Nicholas Church of England Primary School [VC]	30
14026	Balladen Community Primary School	30
14027	Water Primary School	20
14030	Broadway Primary School	30
14031	Helmshore Primary School	60
14038	Edenfield Church of England Primary School [VC]	25
14039	Stubbins Primary School, Ramsbottom	30
14040	St Bartholomew's Church of England Primary School [VC]	25
14042	Whitworth Tonacliffe Primary School	45

IMPORTANT NOTE

Please note that the admission numbers for some schools may vary upwards upon determination to support the extra demand for school places in the area.

**LANCASHIRE COUNTY COUNCIL
PROPOSED ADMISSION NUMBERS FOR
COMMUNITY AND VOLUNTARY CONTROLLED
SECONDARY SCHOOLS & YEAR 12 PLACES – 2023/24**



IMPORTANT NOTE

Please note that the admission numbers for some schools may vary upon determination to support the extra demand for school places in the area.

SCHOOL No.	NAME OF SCHOOL	PROPOSED ADMISSION No. 2023/24
02101	Millfield Science and Performing Arts College	175
04115	Carr Hill High School	250
06103	Broughton High School	180
06104	Ashton Community Science College	160
06115	Longridge High School	165
07101	Balshaw's Church of England High School	185
07104	Wellfield High School	166
07107	Walton-le-Dale Arts College and High School	157
07111	Penwortham Girls' High School	155
08105	Up Holland High School	180
08115	Ormskirk School	250
11102	The Hollins Technology College	158
11105	Rhyddings Business and Enterprise School	130
11113	Ribblesdale High School	285
13111	Pendle Vale College	210
14101	Alder Grange School	145
14107	Whitworth Community High School	130
14109	Haslingden High School & Sixth Form	270

**PROPOSED ADMISSION NUMBERS FOR COMMUNITY AND VOLUNTARY
CONTROLLED
LANCASHIRE SIXTH FORM PLACES 2023/24**

SCHOOL No.	NAME OF SCHOOL	PROPOSED ADMISSION No. 2023/24
08115	The Sixth Form College At Ormskirk School	160
14101	Alder Grange School	150
14109	Haslingden High School & Sixth Form	150

PROPOSED ADMISSION ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY SCHOOLS FOR 2023/2024

ALL DISTRICTS

The purpose of the admission arrangements is to ensure that all school places for maintained schools are allocated and offered in an open and fair way. Lancashire County Council (LCC) must comply with the School Admissions Code, published by the Department for Education [DfE], which has 'a force of law'. When a school is oversubscribed, ie, it has more applicants than places available, a policy is required to allocate and offer places in an open and fair way, in line with the School Admissions Code. Listed below is the policy and associated procedures used by LCC when allocating places for Community and Voluntary Controlled Schools. The supplementary notes and Geographical Priority Areas [GPAs] which form part of the admission arrangements make it clear to parents how and why places are allocated in a fair, clear and objective way :-

DETERMINED ADMISSIONS POLICY FOR COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY SCHOOLS - 2023/2024

The determined policy for admission to community and voluntary controlled primary schools for 2023/2024 is listed below:-

An admission number will be published showing the maximum number of pupils that the school will admit in the Autumn Term 2023. Parents are given the opportunity to express three preferences for a primary school. Published criteria are used to decide which children should be offered the available places. In primary schools, an equal preference scheme is operated to comply with the Schools Admission Code, whereby three parental preferences are given equal status and are considered equally against the admissions criteria. If a school is oversubscribed, the following criteria will be applied in priority order:

Primary Schools

When a school is oversubscribed on parental preferences, then the following priorities apply in order:

1. Looked after children and those who have been previously looked after, including those legally adopted from overseas (see note (x) below), then
2. Children for whom the Local Authority accepts that there are exceptional medical social or welfare reasons which are directly relevant to the school concerned (see note (i) below), then
3. Children with older brothers and sisters attending the school when the younger child will start, (see note (iii) below), then
4. Remaining places are allocated according to where a child lives. Those living nearest to the preferred school by a straight line (radial) measure will have priority, (see note (v) below).

When a primary school with a GPA is oversubscribed the following priorities will be applied in order:

1. Looked after children and those who have been previously looked after, including those legally adopted from overseas (see note (ix) then
2. Children for whom the Local Authority accepts that there are exceptional medical, social or welfare reasons which are directly relevant to the school concerned. (See note (i) below) then
3. Children living within the school's geographical priority area with older brothers or sisters attending the school when the younger child will start, (see note iii below).
4. Children living within the school's geographical priority area, then
5. Children living outside the school's geographical priority area with older brothers or sisters still attending the school when the younger child will start (See note (iii) below) then
6. Children living outside the school's Geographical Priority Area (see note (iv) below).

GPA's relate to:~

Mayfield Primary School, Lytham
Moss Side Primary School
Eidsford Community Primary School
Crawshawbooth Primary School
Waterfoot Primary School

Notes

- (i) The medical, social and welfare criterion will consider issues relevant to the child and/or the family. This category may include children without an EHC Plan/Statement who have special needs. **Parents are responsible for providing the professional supporting evidence with the application by the closing date from a consultant, doctor, psychologist, social worker or from another relevant independent professional.**
- (ii) As required by law, all children with a Statement of Special Educational Needs/Education, Health and Care Plan naming a school will be admitted before the application of the over-subscription criteria. Children who have a Statement for Special Needs/EHC Plan will have their applications considered separately.
- (iii) Brothers and sisters includes full brothers and sisters, step children, half brothers and sisters, fostered and adopted children living with the same family at the same address; and full brothers and sisters living at different addresses.
- (iv) The distance criterion will be used as the tie breaker if there is oversubscription within any of the admission criteria; it is a straight line (radial) measure.

If the Local Authority is unable to distinguish between applicants using the published criteria (eg. Siblings, those living the same distance from home to school, or families residing in the same block of flats) places will be offered via a random draw.

The distance measure is a straight line measurement (radial) between the applicant's home address points and the address point of the school (co-ordinates provided by Ordnance Survey data).

- (v) A child's permanent address is the one where he/she normally lives and sleeps and goes to school from. Proof of residency may be requested at any time throughout the admissions process, (including after a child has accessed a school place).
- (vi) The Local Authority will keep waiting lists for all Lancashire primary schools until 31 August 2023. These are kept in priority order using the school's published admission criteria. From 1 September 2023, waiting lists will be transferred to and retained by individual admission authorities (the Local authority for community and voluntary controlled schools and own admission authority schools will each retain their own list). To comply with the School Admissions Code the waiting lists must be retained until at least 31 December 2023.
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Application forms received after the published closing date, will only be considered at that time if the following conditions apply:

- (a) if the number of preferences received for the school is below the published admission number or:
- (b) there are extenuating circumstances justifying a late application.

These may include:

- (a) parents moving into the County after the closing date;
 - (b) parent/carer illness which required hospitalisation for the major part of the period between the publication of the composite prospectus and the closing date for applications.
- (viii) Where a child lives with one parent for part of the week and another for the rest of the week only one address will be accepted for a school admission application. This will normally be the one where the child wakes up for the majority of school days (Monday to Friday).
 - (ix) the highest priority **must** be given to looked after children and children who were previously looked after, but ceased to be so because they were adopted (or became subject to a residence order, child arrangement orders or special guardianship order). Further references to previously looked after children in the Code means children who were adopted (or subject to residence orders, child arrangement orders or special guardianship orders) immediately following having been looked after. This includes children who are legally adopted from overseas. Relevant, legal documents must be provided to evidence the adoption.

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When a child lives with one parent for part of the week and another for the rest of the week only one address will be accepted for a school admission application. This will normally be the one where the child wakes up for the majority of school days (Monday to Friday). Proof of residence may be requested at any time throughout the admissions process.

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Further evidence can include:~

- *a copy of a court order;*
- *a letter from a solicitor setting out the arrangements;*
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Documents accepted to evidence a house move:~

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Council Tax document, evidencing the residency within your new home.

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Appropriate evidence must be provided of ownership and date of relocation and residence at that address.

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The Authority has a duty to co-ordinate admission arrangements for all Lancashire maintained schools. The Authority will ensure that all Lancashire parents whose children will attend a reception class receive the offer of primary school place on the agreed date.

Geographical Priority Areas – Primary Schools

Geographical Priority Area for the North Area of Lancashire:~

Mayfield Primary School, Lytham St Annes - Geographical Priority Area (GPA) – introduced for the 2017 Admissions round

Building work has commenced on a new housing development on the ex Pontin's site on the A584 which borders Blackpool authority (the A5230 - Squires Gate Lane and Blackpool Airport).

This is located within Lancashire but is situated on the border with Blackpool. The new properties will be situated near to Blackpool primary and secondary schools and academies. They are already located within the FY8 area so are in the Geographical Priority Area (GPA) for Lytham St Annes Technology & Performing Arts College.

There are 443 dwellings planned on this site. The pupil yield from these will depend on the type of housing which is developed and is expected to be between 75 and 168 across the primary age range. Blackpool Authority do have primary place capacity for this new development.

The properties will, however, be some distance from the nearest Lancashire primary school. It is intended, therefore, to introduce a GPA for Mayfield Primary School in St Annes in order to give these Lancashire families some increased priority for admission.

Geographical Priority Areas (GPAs) for South Lancashire Primary Schools – Introduced in the 2011/12 Admissions round

MOSS SIDE PRIMARY SCHOOL - REVISED

The area bounded by Southport Road (A581), Moor Road (B5249), the Preston to Ormskirk railway line, Dunkirk Lane, Longmeanygate, Schleswig Way (B5253) and Leyland Lane

Geographical Priority Areas (GPAs) for East Lancashire Primary Schools

Edisford Community Primary School [introduced in 2015/16 admissions round]

Those resident in the Low Moor area (bordered by Edisford Road to the south and the River Ribble to the west and north) as far as houses on and adjacent to Riverside and Low Moor Farm.

GPAs were adopted for Crawshawbooth Community Primary School and Waterfoot Community Primary School and introduced in 2014/15 admissions round.

CRAWSHAWBOOTH COMMUNITY PRIMARY SCHOOL

Crawshawbooth Community Primary School

From the north end of the Clowbridge reservoir heading south and taking in the Dunnockshaw, Loveclough, Goodshaw Fold, Goodshaw Chapel and Goodshaw areas (and surrounding farm houses). The cut off points at the south end of the area will be Lord Street and its houses and Forest Bank Road (both off the A682). The line will run East down the middle of Forest bank Road and across the top of Short Clough reservoir

The confirmation, this GPA includes Higher Nutshaw Farm, Dunnockshaw.

WATERFOOT COMMUNITY PRIMARY SCHOOL

Waterfoot Community Primary School

Lower and Higher Boarsgreave in the south taking in houses and settlement adjacent to Cowpe Road running north to the point where the River Irwell meets Bacup Road in Waterfoot.

Families with children living within the stipulated GPA would have prior consideration for a place at the relevant school under criterion 4 – ahead of other applicants under criterion 4 with children living outside of the GPA.

Transfer between Lancashire Infant and Junior Schools

Infant to Junior School Transfers (Year 2 to Year 3) and In Year Admissions

In Lancashire there are five infant and five junior schools which are legally separate organisations (each has its own Governing Body) but which, in pairs, have close links.

These are:-

- Ribbleton Avenue Infants and Ribbleton Avenue Juniors (Preston)
- Leyland Methodist Infants and Leyland Methodist Juniors (South Ribble)
- Leyland St Andrew's CE Infants and Woodlea Juniors (South Ribble)
- Rosegrove Infants and Lowerhouse Juniors (Burnley)
- Whitefield Infants and Lomeshaye Juniors (Pendle)

Historically children in Year 2 at each infant school have transferred to Year 3 at the associated junior school. It is anticipated that this will continue. The School admissions Code does state however that:-

"Some schools give priority to siblings of pupils attending another state funded school with which they have close links. Where this is the case this priority must be set out clearly in the arrangements".

The current determined admission arrangements for all Lancashire's community and voluntary controlled schools prioritise admission as follows:-

1. Looked after children and those who were previously looked after, including those legally adopted from overseas.
2. Exceptional medical, social and welfare reasons directly relevant to the school concerned
3. Children who will have older brothers and sisters attending the school when the younger child applies
4. Distance - a straight line (radial) measure

These criteria do not explicitly refer to the schools named above in terms of applying the sibling test across the full age range (reception to Year 5 for September reception admissions; reception to Year 5 for all Year 2 to Year 3 transfers and reception to Year 6 for all in year admissions). Clarity is important in relation to the close links between each pair of infant and junior schools.

It is determined therefore to add statements to the determined admission arrangements for Lancashire's community and voluntary controlled schools to confirm that:-

"For Lancashire infant and junior schools which have close links (the schools will be named in information for parents) the sibling criterion for admission will be applied in relation to children on roll at either school (as appropriate) in relation to annual intakes and in year admissions"

"For Year 3 admissions at Lancashire junior schools parents with children on roll in Year 2 at any school may apply for Year 3 places (by 15 January in the year of the intended transfer). Similarly new to area families are able to apply for Year 3 places at the junior schools."

It is expected that predominantly the current situation for Year 2 to Year 3 transfers will continue. The Local Authority will however implement and manage a formal admission round for transfers if a situation develops where there are more Year 3 applicants than available places.

Officer comment: prior to formal consultation about firming up the admission policy for infant and junior schools and clarifying the information for parents a letter was sent to all of the head teachers concerned. This alerted them to the forthcoming consultation and gave the opportunity for informal views ahead of any changes. There were some informal enquiries by telephone about the need for the change but no formal objections or concerns have been received. In view of admission number mismatches for two pairs of these schools, and probable increased place demand in the future, it is essential that Lancashire provides absolute clarity about infant and junior admissions and transfers. This will ensure that the requirements of the School Admissions Code and associated legislation are met and that all schools and applicants have clear information about how admissions procedures operate.

Summer born children - Deferring or delaying school entry

Background

The Department for Education has produced guidance 'Advice on the Admission of Summer Born Children (December 2014)'. The guidance is non-statutory and has been produced to help local authorities, admission authorities and parents understand the framework within which admission authorities must operate, and to dispel some of the myths that appear to have arisen around the admission of summer born children.

It should be read in conjunction with the statutory document, the Department for Education, 'School Admissions Code' which was published in 2021.

When will my child reach statutory school age?

Children must be receiving full-time education by the start of the term following their fifth birthday.

- For children born between 1 September and 31 December, they reach compulsory school age on 31 December and must be receiving full-time education at the start of the spring term (i.e. after the Christmas holidays, in January).
- For children born between 1 January and 31 March, they reach compulsory school age on 31 March and must be receiving full-time education by the start of the summer term (i.e. after the Easter holidays, in March or April).
- For children born between 1 April and 31 August, they reach compulsory school age on 31 August and must be receiving full-time education at the start of the new school year (i.e. after the summer holidays, in September).

Delayed admission to Reception

Parents of non-compulsory age children [four year olds] are entitled to inform the Admission Authority of their intention for their child to embark on a pattern of part-time attendance or deferment if that best suits the needs of their child.

In Lancashire, we provide for the admission of all children in the September following their fourth birthday. Parents of non-compulsory school age children (four year olds) may choose a pattern of part-time attendance or deferment if that best suits the needs of their child. Parents will be offered the opportunity for their child to:

- Start Year R (Reception) in September on a full-time basis from their first day of attendance or on a part-time basis up to the point of reaching compulsory school age.
- Defer the date their child is admitted to the school until later in the school year but not beyond the point at which they reach compulsory school age and not beyond the beginning of the summer term of the school year for which the offer of the school place was made.

Deferred admission to Reception

Parents who are considering deferring their child's entry to school should be aware that teachers are skilled in differentiating the curriculum to meet a diverse range of needs. Parents are encouraged to visit the schools they are thinking of applying for, where staff will be able to explain the provision on offer to children in Reception class, how it is tailored to meet the needs of individual pupils and how the needs of each pupil will continue to be met as they move up through school.

Where a parent wishes to defer their child's admission until the following school year, parents are encouraged to make requests to defer in good time before the closing date for the normal admission round. Parents will need to provide the detailed reasons to enable their request to be given proper consideration and are encouraged to include any supporting evidence from relevant professionals. Please complete the County Council's application form '*Application for a Lancashire school place for summer born children*'.

Parents submitting a request for admission out of the normal age group are required to also make an application for a place in their child's normal age group at the same time. If the application to defer is made by the national closing date for applications the admission authority will ensure that the parent receives the response to their request before the primary school national offer day.

All summer born requests for deferred admission will be considered by the individual admissions authority of each preferred school. Where requests are made for differing admission authorities, the request must be sent to the local authority that will co-ordinate the request and the decisions made. If a joint agreement cannot be reached then the decision to defer admission will only stand for any named school that agreed the request.

When considering a request for deferred admission for a community or voluntary controlled school the following factors will be considered:

- any delayed social, emotional or physical development which may be affecting the child's readiness for school (supported by a relevant professional);
- premature birth and the fact that the child may have naturally fallen into a lower age group if they had been born on their expected date of birth;
- any medical incapacity, if this has prevented access to early years provision.
- any significant learning or special educational needs (supported by a relevant professional);
- the views of the head teacher of the preferred school (s)
- parental views

Making a decision in the child's best interests

The Local Authority will share information provided on the application form with the admission authorities and head teachers of the school(s) parents have expressed a preference for. They will not however be informed of the order of preferences. These admission authorities and head teachers will then come to a decision as to whether they support the request for deferred entry. Where necessary, reports will be requested from the child's nursery. The final decision will be for the admission authority to make.

The Local Authority will then write to parent/carers to confirm the result of these decisions.

Additional factors for consideration

Parents/carers should be aware that as the number of applications and preferences, and even the number of available places, may differ from year to year, that a deferral does not mean a place at the same school can be allocated one year later or provide any additional priority for a place.

Once a child has been admitted to a school it is for the head teacher to decide how best to educate them. The head teacher may consider that it would be appropriate for a child who has been admitted out of their normal age group to be moved to their normal age group. Any decision to move a child to a different age group would be based on educational reasons and in consultation with the parents.

For any child not being educated in the year group in which their chronological age falls there may be complications if a change of school is required or a move to another local authority. It will be for the admission authority of any receiving school to decide whether to admit the child out of their normal age group. This also applies at the time of transfer from primary to secondary school.

Any child who remains a year below their chronological age group will no longer be of compulsory school age during Year 11 of secondary school and therefore will be able to leave school before completing examinations.

There is no formal right to appeal a decision made by the admission authority. However, for schools where the LA is admission authority, a parent may request a review of the decision made.

LANCASHIRE COUNTY COUNCIL



PROPOSED ADMISSION ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED SECONDARY SCHOOLS FOR 2023/2024

ALL DISTRICTS

The purpose of the admission arrangements is to ensure that all school places for maintained schools are allocated and offered in an open and fair way. LCC must comply with the School Admissions Code, published by the Department for Education [DfE], which has 'a force of law'. When a school is oversubscribed, ie, it has more applicants than places available, it needs a policy to allocate and offer places in an open and fair way, in line with the School Admissions Code. Listed below is the policy and associated procedures used by Lancashire County Council when allocating places for Community and Voluntary Controlled Schools. The supplementary notes and Geographical Priority Areas [GPA] which form part of the admission arrangements make it clear to parents how and why places are allocated in a fair, clear and objective way.

Towards the end of the report, the admission arrangements for the Community and Voluntary Controlled Sixth Forms are provided :-

SECONDARY

An admission number will be published showing the maximum number of pupils that the school will admit in the Autumn Term 2023. Parents are given the opportunity to express three preferences for a secondary school. Published criteria are used to decide which children should be offered the available places. In secondary schools an equal preference system operates, whereby the three parental preferences are given equal status. Each preference will be considered equally against the admissions criteria.

When a secondary school is oversubscribed the following priorities apply in order:

1. Looked after children and those who have been previously looked after including those legally adopted from overseas (see note (x) below), then
2. Children for whom the Local Authority accepts that there are exceptional medical, social or welfare reasons which are directly relevant to the school concerned. (See note (i) below) then
3. Children living within the school's geographical priority area with older brothers or sisters attending the school when the younger child will start, (see note iii below).
4. Children living within the school's geographical priority area, then
5. Children living outside the school's geographical priority area with older brothers or sisters still attending the school when the younger child will start (See note (iii) below) then
6. Children living outside the school's Geographical Priority Area (see note (iv) below).

Notes

- (i) The medical, social and welfare criterion will consider issues relevant to the child and/or the family. This category may include children **without** a Statement or Education, Health and Care Plan (EHCP) who have special needs. **Parents are responsible for providing the**

professional supporting evidence with the application by the closing date from a consultant, doctor, psychologist, social worker or from another relevant independent professional.

- (ii) As required by law, all children with a Statement of Special Educational Needs/EHC Plan naming a school will be admitted before the application of the over-subscription criteria. Children who have a Statement of special needs/EHC Plan have their applications considered separately.
- (iii) Brothers and sisters includes full brothers and sisters, step children, half brothers and sisters, fostered and adopted children living with the same family at the same address; and full brothers and sisters living at different addresses. The priority does not apply to siblings whose brothers and sisters transferred into a sixth form at 16+.
- (iv) The distance criterion will be used as the tie breaker if there is oversubscription within any of the admission criteria; it is a straight line (radial) measure.

If the Local Authority is unable to distinguish between applicants using the published criteria (eg. Siblings, those living the same distance from home to school, or families residing in the same block of flats) places will be offered via a random draw.

The distance measure is a straight line measurement (radial) between the applicant's home address points and the address point of the school (co-ordinates provided by ordnance survey data).

- (v) A child's permanent address is the one where he/she normally lives and sleeps and goes to school from. Proof of residence may be requested at any time throughout the admission process, (including after a child has accessed a school place).
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Application forms received after the published closing date, will only be considered at that time if the following conditions apply:

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These may include:

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The Authority has a duty to co-ordinate admission arrangements for all Lancashire maintained schools. The Authority will ensure that all Lancashire parents whose children are transferring to Year 7, receive the offer of one secondary school place on the agreed date.

Geographical Priority Areas - Secondary

North Lancashire Schools

GEOGRAPHICAL PRIORITY AREAS NORTH LANCASHIRE AREA

(For clarity - where reference is made to parishes, these refer to civil parishes not ecclesiastical parishes.)

Lancaster Secondary Schools

The Local Authority is no longer the admission authority for any school in Lancaster.

Wyre Secondary School

Millfield Science and Performing Arts College (02/101)

Fleetwood, Thornton Cleveleys (part*) and the Parish of Hambleton (shared with Hodgson and Baines).

*** The cut off point being the Blackpool Borough boundary.**

Fylde Secondary School

Carr Hill High School

The Geographical Priority Area is situated in Little Marton, bordering the A583 and adjacent to junction 4 of the M55. Although the majority of this site is within Lancashire the timetable for approval and development of housing is not within Lancashire County Council's control.

The Lancashire part of Whyndyke Farm housing development site is already included within the GPA for Lytham St Annes High School - though there have never been residential properties on site from which parents could apply. This is a foundation school and the governing body is responsible for admissions.

The intention for the future is to retain the Whyndyke Farm site within the GPA for Lytham St Annes High School and to also add this to the GPA for Carr Hill High School.

Parishes of Weeton with Preese, Greenhalgh with Thistleton, Medlar with Wesham, Treales Roseacre and Wharles, Kirkham, Ribby with Wrea, Bryning with Warton, Freckleton and Newton with Clifton and Whyndyke Farm.

SOUTH LANCASHIRE SCHOOLS

(Please note that where reference is made to parishes, these refer to civil parishes not ecclesiastical parishes.)

DISTRICT 6 - Preston

ASHTON COMMUNITY SCIENCE COLLEGE

Parishes of Ingol & Tanterton, Lea and Preston*

*The Broadgate area bounded by the Preston dock branch railway line, the West Coast Main Line (railway Line), the Penwortham Parish boundary (River Ribble) and Guild Way is not included.

BROUGHTON HIGH SCHOOL

Parishes of Barton, Broughton, Inskip with Sowerby, Lea (part of*), Preston (part of**) and Woodplumpton

Inskip with Sowerby is in both Broughton and Garstang Community Academy's Geographical Priority Areas.

*The area bounded by Lea Lane, Sidgreaves Lane, Hoyles Lane and the Woodplumpton parish boundary. *This area is shared with Ashton Community Science College's Geographical Priority Area.*

**The area bounded by the Woodplumpton parish boundary, the West Coast Main Line (railway line), and the B6241 (Lightfoot Lane/Tom Benson Way) in a westerly direction back to the Woodplumpton parish boundary. *This area is shared with Ashton Community Science College's Geographical Priority Area.*

LONGRIDGE HIGH SCHOOL

Parishes of Chipping, Dutton, Goosnargh, Grimsargh, Houghton, Hothersall, Longridge, Ribchester, Thornley with Wheatley and Whittingham

Ribchester is in both Longridge and Ribblesdale High School's Geographical Priority Areas.

DISTRICT 7 – SOUTH RIBBLE

BALSHAW'S CE HIGH SCHOOL

Parishes of Brindle (part of*), Clayton-le-Woods, Cuerden, Euxton (part of**) and Leyland (part of***)

*The part of the parish to the south of the M65 motorway

**The part of the parish to the north of the Chorley to Manchester railway line

***The area to the east of Worden Lane, St Andrews Way and Towngate. The area to the south of King Street and Leyland Way

PENWORTHAM GIRLS' HIGH SCHOOL

Parishes of Hutton, Little Hoole, Longton, Much Hoole, Penwortham and Preston (part of*)

*The Broadgate area bounded by the Preston dock branch railway line, the West Coast Main Line (railway Line), the Penwortham Parish boundary (River Ribble) and Guild Way.

WALTON-LE-DALE HIGH SCHOOL

The Borough of South Ribble comprising the areas and parishes of Bamber Bridge (part of*), Cuerdale, Samlesbury and Walton-le-Dale (part of*)

The Borough of Chorley comprising the parishes of Brindle (part of**) and Hoghton

*The area of Bamber Bridge and Walton-le-Dale to the east of London Way

**The part of the parish to the north of the M65 motorway

WELLFIELD HIGH SCHOOL

Parishes of Farington (part of*), Leyland (part of**) and Ulnes Walton

*The area to the east of Wheelton Lane, Centurion Way and Stanifield Lane

**The area to the west of Worden Lane, St Andrews Way and Towngate. The area to the north of King Street and Leyland Way

DISTRICT 8 – WEST LANCASHIRE

ORMSKIRK SCHOOL

Parishes of Aughton, Bickerstaffe, Downholland, Great Altcar, Halsall, Lathom South (part of*), Ormskirk, Scarisbrick and Simonswood

*The part of the parish to the south of Spa Lane and to the west of Hall Lane

UP HOLLAND HIGH SCHOOL

Parishes of Dalton, Up Holland and Wrightington

DISTRICT 9 - CHORLEY

No Community/Voluntary Controlled schools

East Lancashire Schools

GEOGRAPHICAL PRIORITY AREAS

(Please note that where reference is made to parishes, these refer to civil parishes not ecclesiastical parishes.)

HYNDBURN COMMUNITY HIGH SCHOOLS

The Hollins Technology College - (11/102)

The above school's priority area is Accrington (South) including Baxenden and Huncoat.

Rhyddings Business and Enterprise School – (11/105)

The above school's priority area is Oswaldtwistle, including Belthorn and Knuzden, Church and Accrington (West).

RIBBLE VALLEY COMMUNITY HIGH SCHOOL

Ribblesdale High School - (11/113)

The above school's priority area is Clitheroe, Worston, Pendleton, Mearley, Whalley, Wiswell, Mitton, Read, Sabden, Simonstone, Aighton, Bailey and Chaigley, Billington, Dinckley, Balderstone, Clayton-le-Dale, Mellor, Osbaldeston, Ramsgreave, Salesbury, Wilpshire, Barrow, Stoneyhurst, Brockhall Village, Hurst Green, Langho, Ribchester, Higham, Goldshaw Booth and Barley with Wheatley, [West of Barley Lane], Fence and Old Laund Booth.

PENDLE COMMUNITY HIGH SCHOOLS

Pendle Vale College – (13/111)

This area includes Barley Green, Higham, Fence, Wheatley Lane, Lomeshaye, Central Nelson and Barrowford.

The western perimeter of the area is the border with Ribble Valley from the centre of Barley Lane southwards and then eastwards between J12 and J13 of the M65. The perimeter then follows the M65 north eastwards past J13 to the end of the M65 J14. It turns south into White Walls Drive (A6068) and continues to the roundabout with Burnley Road (A56). From there it turns right into Burnley Road and turns left into Bott House Lane and immediately left into Hereford Road following the north side of the railway line. It then turns right going across country passing Bankfield House and Higher Knotts and emerging at The Nook. From The Nook it turns right into Southfield Lane

and follows the centre of Southfield Lane. It then takes the left hand fork into Back Lane, where it crosses Shelfield Lane and then it takes the next right to Float Bridge. From Float Bridge it goes along Delves Lane following the centre of Delves Lane. It then turns left into Southfield Lane and immediately right into Barkerhouse Road following the centre of this road till it meets Leeds Road. It continues left into Leeds Road (A56) and it turns left again on to Holmes Street and immediately right on to Broadway (A682) and continues following the centre of Manchester Road (A682) to the roundabout with Churchill Way. It continues into Churchill Way and rejoins the boundary of the M65 at J12. It follows the boundary of the M65 westbound till it meets the Burnley boundary at Heald Wood, then follows the Burnley boundary where it meets with the Ribble Valley boundary and follows the Ribble Valley boundary until it arrives at Barley Lane.

ROSSENDALE COMMUNITY HIGH SCHOOLS

Alder Grange School – (14/101)

This school mainly services the area of RAWTENSTALL - Crawshawbooth, Constable Lee, Oakley, Hall Carr, Loveclough and Rawtenstall town centre, Goodshaw, Balladen, and Townsend Fold, together with the Hamlets of Dunnockshaw and Clowbridge. This includes the area known as Higher Nutshaw Farm.

Whitworth Community High School – (14/107)

This school mainly services the area of WHITWORTH - Whitworth, Broadley, Leavengreave, Shawforth.

Haslingden High School and Sixth Form – (14/109)

This school mainly services the area of HASLINGDEN - Haslingden, Helmshore, Rising Bridge, Edenfield, Stubbins, Turn, Chatterton and Strongstry.

COMMUNITY & VOLUNTARY CONTROLLED SIXTH FORM 2023/2024

The criteria which are to be used to allocate Year 12 places when a community or controlled sixth form is oversubscribed are described below.

08115 – The Sixth Form College at Ormskirk School

Course	Requirement Basic
To study 4 AS Levels	At least 4 GCSEs at Grade B or above (or equivalent).
To study BTEC level 3	At least 5 GCSEs at Grade C or above (or equivalent).

14101 – Alder Grange School Sixth Form

Alder Grange is designed to cater for students from a wide range of abilities, offering a blend of courses mainly at level 3, and some level 2 including A level and BTEC. The fundamental admission

requirement is a preparedness to sign, and to follow the Student Charter (a series of commitments regarding attendance, conduct, progress and success).

Specific course entry requirements will vary and be agreed at interview. These necessarily vary with the blend of courses applied for but in general:

Course	Requirement Basic
Level 2	Level 1 passes in appropriate subjects.
Level 3 BTEC	At least a grade 4 or equivalent in any related subject.
Level 3 AS	At least a grade 5 or equivalent in any subject studied (with the exception of Maths requiring a grade 6 and further Maths a grade 8)

14109 – Haslingden High School Sixth Form

General entry requirement for Level 3 courses: 5 GCSE subjects at grade 4 or higher, including English and Maths. Requirements vary from course to course and can be found on our website in the Course Information Booklet.

We also offer a Level 2 Post-16 Foundation Course in Business Administration and IT for students who do not achieve the Level 3 entry requirements. Successful completion of this course in Year 12 will allow students to move onto some of our Level 3 courses and spend a further two years with us.

RESPONSES TO THE CONSULTATION ON ADMISSION NUMBERS

Report to Cabinet Thursday 3rd February 2022

Consultation also takes place with Community and Voluntary Controlled Governing Bodies, which were consulted on the Proposed Admission Numbers (PANs) for their schools for 2023/2024 school year. The requests of the governors and background information are provided below.

The PANs are set by reference to the school's net capacity. The net capacity assessment is a national measuring tool provided by the Department for Education.

In primary schools, the net capacity is calculated on the basis of the number and size of teaching spaces designated as 'class-bases'.

In secondary schools, it is based on the number, size and type of teaching spaces and the age range of the school.

The net capacity formula provides a maximum and minimum number of workplaces, to guide the setting of the admission number. The formula produces an indicated admission number [IAN]. It is permitted to set an admission number higher or lower than the indicated admission number.

School name	Penwortham Girls' High School	District	6
Current Admission Number	155		
Indicated Admission Number	155		
Proposed Admission Number	155		
Governors' Proposal	160		

Comments made by the School

We have been oversubscribed for a number of years and continue to see the demand for single sex education in this area. As the only non-selective non-fee-paying girl's school in Lancashire, we believe we offer a unique opportunity for girls to be educated in a specialist environment, and our consistent outcomes are testament to our continued academic success. We therefore offer an educational environment that other schools in the area do not, and believe that by increasing our admission number we can give the opportunity for more families to choose single sex education for their daughters.

We have increased the number of classrooms this year by 2 with the addition of a modular building that is linked to the main school. This has offered us more flexibility across the curriculum; we currently have capacity for 32 students in most classrooms. Our current Net Capacity Assessment shows 775 as this is our planned admission number, although the capacity based on teaching spaces now that we have added 2 additional classrooms (61 square metres each) is 853. We could admit 160 per year group as soon as approved without any additional resources required.

The governors are fully supportive of the schools application to increase our admission number to 160.

Officer Comments

The School Place Planning Team have no objection to this proposal.

Recommendation

As there is no impact on the efficient delivery of education the Local Authority supports the request to increase the Published Admission Number to 160.

School name	Brockholes Wood Community Primary School & Nursery	District	6
Current Admission Number	35		
Indicated Admission Number	33		
Proposed Admission Number	35		
Governors' Proposal	30		

Comments made by the School

The Headteachers and Governors of Brockholes Wood School & Nursery would like to reduce the PAN from 35 to 30 from September 2023 permanently. The reasons for this are:

The school's Indicated Admission Number of 33 is lower than the current PAN of 35 and the Net Capacity is lower than it should be, so reducing the PAN to 30 would resolve this issue. Without this reduction there continues to be a negative impact on the quality of the teaching and learning experiences due to inadequate classroom sizes, which in turn, along with 48% Pupil Premium that come with additional needs, impacts on provision when classes are over 30. In order to cater for the needs of children in a socially deprived area, academically, socially, and emotionally, the governors and Headteacher feel that capping the intake at 30 ensures more targeted and personalised learning where it is needed.

The births have dropped significantly and will result in over 100 surplus places for September 2023 Reception intake in the Preston East Primary Planning area. There are already surplus places in most year groups which places a financial burden on staffing costs as pupil numbers do not meet the current PAN. In Preston North and Preston West (which border Preston East) the births are forecast to drop in Reception Intake 2023, resulting in surplus places in these planning areas also.

The governors, therefore, feel that this is the right time to reduce our admission number to 30 due to the mismatch in projected pupil numbers and cost to the school of declining numbers over a sustained period and the net capacity being insufficient to cater for a PAN of 35.

Officer Comments

The School Place Planning Team have no objections to this proposal.

Recommendation

As there are no objections, in respect of the need for primary school places within this planning area, the Local Authority recommends that this reduction in the Published Admission Number is agreed.

School name	Caton Primary School		1
Current Admission Number	10		
Indicated Admission Number	10		
Proposed Admission Number	10		
Governors' Proposal	15		

Comments made by the School

The school has consulted with the School Planning team and this is the outcome of their assessment:

You have informed us that to accommodate the additional pupils you will be ceasing the lease agreement with your private nursery provider who are currently using room's 18 and 26 and that these will become a classroom for school age pupils. This change would allow enough space for the increase in capacity.

The school sits within the Caton primary planning area. Based on the current forecasts, from September 2023 there is an increase in predicted places required due to housing and migration.

Due to these reasons, the School Planning Team will have no objections to the proposal to increase the PAN to 15 from September 2023 as long as they convert rooms 18 and 26 into a classroom to accommodate the additional pupils.

- The previous PAN at Caton Community Primary School was 17 and the school was able to accommodate 125 pupils in the current building. Pupil numbers reduced over a period of many years due to unsettled staffing, parental discontent and two Ofsted judgements of Requires Improvement and governors reduced the PAN to 10.
- Lancashire's School Place Provision Strategy identifies Rural North Lancaster as one of the areas of increasing demand for places.
- There is currently pressure on our neighbouring schools Caton St Paul's and Halton St Wilfrid's which have very large classes.
- Additional homes have been built in Caton and these are not yet fully occupied and there is movement into the village. There are plans to build a housing development adjacent to Caton Primary School.

- LCC is committed to fair access and equality of opportunity, providing places for different sections of the community, and providing diversity in school places. Caton Primary School is the only Community School (without a Religious Foundation) in the local area and it is over 5 miles from the nearest Community School in Lancaster. (That school is currently judged to be inadequate.)
- Lancashire's strategy for additional places states that it aims to expand popular and successful schools. Caton Primary School now has a very strong reputation and demand for places is high. We were oversubscribed for Reception places in September 2021.
- There is a very strong parental preference for our school as the standard of education is excellent and this is reflected in parental surveys that we have carried out.
- Our school has shown sustained and significant growth over the last 3 years. In September 2018, we had 24 pupils on roll. At our October census in 2020, we had 47 on roll and we now have 70 pupils, recorded at the most recent census in October 2021.
- We have had five appeals in the last few months, all of which have been granted and we now have more than our PAN of 10 in three years groups (Reception, Year 4 and Year 6).
- Our long-term plan is to always have a small Reception class of 15 with 3 other mixed age classes of no more than 30. We have carried out financial modelling with our School Finance Officer and this is a sustainable model for the school going forwards.

Officer Comments

The School Planning Team have no objections to this proposal.

Recommendation

As there is a need for additional school places within the planning area, going forward, the Local Authority agrees that the Published Admission Number be increased to 15.

School name	Duke Street Primary School	District	9
Current Admission Number	60		
Indicated Admission Number	52		
Proposed Admission Number	60		
Governors' Proposal	50		

Comments made by the School

The LA cannot guarantee that the extra accommodation (from space currently occupied by the neighbourhood centre) will be available soon. Therefore, it is not possible to accommodate the extra pupils.

Discussions held with a were that we could only contemplate an increase in our admissions number if more space was made available to us. We have no capacity within our existing footprint to increase the number of classes from 11 to 14 over the next few years.

For the reasons stated above, the Governors are not in agreement with the proposed admission number of 60.

Officer Comments

The School Planning Team have no objections to the PAN reducing to 50.

Recommendation

As there are no objections, in respect of the need for primary school places within this planning area, the Local Authority recommends that this reduction in the Published Admission Number is agreed. The Published Admission number will then be more closely aligned with the Indicated Admission Number.

.....

FEEDBACK FROM THE GOVERNING BODIES OF LANCASHIRE COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS

The Local Authority has received requests from the following schools to include attendance at the school nursery within the Lancashire Primary Community and VC Schools admission arrangements.

Frenchwood Community Primary School (District 6)

Fishwick Primary School (District 6)

Officer comments

The Department for Education's School Admissions Code states that admission authorities must not take into account any previous schools attended, unless it is a named feeder school. There is an exception to this where parents pay optional nursery fees to the school for additional hours on top of their 15-hour funded early education.

Recommendation

The admission criteria for all community primary schools in Lancashire is the same and a significant change to the current admission arrangements would require a widespread consultation across the sector. Additionally, there would need to be consideration of how such a change could be administered.

It is recommended that a consultation takes place via the school portal to seek the views of primary school head teachers and governing bodies.

The Local Authority has received requests from Ormskirk CE Primary School to include Children of Staff within the Lancashire Primary Community and VC Schools admission arrangements.

We wish to propose a change to the admission criteria. The Governors are in agreement that we can now 'offer a place to children of current members of staff who have at least two years continuous service'.

We would like this addenda to go above the 'Distance from school' section.

Officer comments

An exploratory consultation was undertaken, via the school's portal, in respect of the possibility of changing the admission criteria for community and controlled schools. The possibility of giving priority to children of current staff members was proposed and there was a very limited response.

Recommendation

As there was little support across the primary school sector in respect of giving priority to the children of current members of staff this proposal is not supported.

.....
Consultation also takes place with the Community, who were consulted on the proposed admission arrangements for Lancashire schools - 2023/24 school year. The responses received are provided below :~

No responses were received from the Community during this annual consultation.

Report to the Cabinet

Meeting to be held on Thursday, 3 February 2022

Report of the Head of Service - Education Improvement**Part I**Electoral Division affected:
(All Divisions);**Corporate Priorities:**
Delivering better services;**Determination of Home to School Transport Policy -
Academic Year 2023/2024**

(Appendix 'A' refers)

Contact for further information:

Debbie Ormerod, Tel: (01772) 531878, School Admissions and Fair Access Lead
debbie.ormerod@lancashire.gov.uk**Brief Summary**

Lancashire County Council reviews the Home to School Transport policy on an annual basis. There are no changes to the determined policy for the academic year 2023/2024.

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

Recommendation

Cabinet is asked to approve the Home to School Transport Policy for the academic year 2023/2024 as set out at Appendix 'A'.

Detail

In accordance with the Education School Information Regulations 2008 (Regulation 8.), the county council has a duty to publish all relevant information that may inform parental decision making when applying for a secondary school, no later than six weeks before the closing date for secondary school applications which is 31 October each year.

Additionally, the county council is required to publish general arrangements and policies in respect of home to school travel for children of compulsory school age.

The county council informs parents of entitlement to receive transport assistance by publishing a Home to School Transport Policy on the Lancashire County Council website and it is reviewed annually.

Statutory Entitlement

The Department for Education issued statutory guidance in July 2014 that reaffirmed that Local Authorities had a duty to provide free transport for all pupils of compulsory school age (5-16) if their nearest suitable school is:

- beyond 2 miles (if below the age of 8); or
- beyond 3 miles (if aged between 8 and 16)

Pupils attending secondary schools whose parents are on the qualifying benefits for free school meals, or in receipt of the maximum amount of Working Tax Credit, also receive assistance with travel costs if they attend one of their three nearest schools, provided the distance to school is between 2 and 6 miles. For low income families there is also denominational transport assistance if a pupil is attending a particular school on the grounds of faith and the school is between 2 and 15 miles from home.

Recent changes in the county council's Home to School Transport Policy

In light of the current financial climate, there has been careful examination and review of all areas of expenditure, including home to school transport.

It is parental preferences for schools and academies and the application of admission arrangements linked to these which informs and drives the subsequent application of the Local Authority's home to school transport policy. The council has no statutory duty to provide transport assistance in circumstances where pupils do not attend their nearest school or academy. In the past, Lancashire was able to exercise discretion to provide transport assistance over and above that which the authority was legally obliged to offer.

To make budget savings, there have been three consultations, followed by significant changes to the home to school transport policy in recent years, as set out below:

- In September 2015, the county council removed discretionary elements of the policy. All new pupils starting at secondary schools – or over the age of eight - are only given paid transport assistance if they attend their nearest school and live more than three miles away. When undertaking assessments, there is no longer any consideration of which Geographical Priority Area a pupil lives within and schools in neighbouring districts and local authorities are also considered.
- From September 2018, the county council removed subsidised discretionary denominational transport assistance for pupils attending faith schools.

Department for Education guidance suggests that any changes to policies should be phased-in, so that children who start under one set of transport arrangements continue to benefit from them until they conclude their education at that school or

move to another school. In light of the policy changes, there are now some families where older children are receiving free travel, but younger siblings do not qualify. Similarly, situations arise where older pupils travelling from a bus stop have a bus pass to school whilst younger pupils boarding at the stop do not qualify.

Information about the availability of transport assistance

The admission information which is available for all parents from each September (online and paper where requested) provides a summary transport policy. Parents are advised to check the policy carefully if getting their child from home to school and back is a consideration. Parents are directed to a full copy of the Home to School Transport Policy on the Lancashire County Council website and are encouraged to seek advice from the area education office if they have any queries. The county council also has officers in attendance at most secondary school open evenings to give advice on transport eligibility and admission queries.

Consultations

It has not been necessary to consult on the Home to School Transport Policy 2023/2024 as there have been no changes.

Implications:

This item has the following implications, as indicated:

Risk management

There are no suggested changes to parental entitlement to receive transport assistance.

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A



**HOME TO SCHOOL
TRANSPORT POLICY 2023/2024
[MAINSTREAM]**

**Pupil Access and Entitlement Team
Education and Children's Services - Education Improvement Service
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Home-to-School Transport Policy

1 What do the council have to provide by law?

1a Education Acts

Under section 508 (B) of the Education Act 1996, we must provide free transport to and from school for your child if they are aged 5 to 16 and they live outside the legal walking distance between your home and the nearest qualifying school. We must provide additional assistance for families who have a low income.

The Department for Education published statutory guidance for local Authorities in July 2014; Home to school travel and transport guidance.

1b Walking distances

By law, we must provide free transport to and from school if your child is:

- under eight years old and has to walk more than 2 miles (3.218688 kilometres) to the nearest qualifying school or
- aged eight or over and has to walk more than 3 miles (4.828032 kilometres) to the nearest qualifying school

We measure the distances using the shortest suitable walking route.

1c Families who have a low income

If you have a low income and your child is in Year 7 to 11 in secondary school, we may be able to provide free transport if they go to one of their three nearest schools. For your child to receive free transport, the school must be between 2 and 6 miles away from your home.

Additionally, we will provide free transport for your child if they go to their nearest school of faith and they were admitted on faith grounds and the school is between 2 and 15 miles from your home.

If you have a low income and your child is at primary school, we must provide free transport to and from school if they have to walk more than 2 miles (3.218688 kilometres) to their nearest school.

Families qualify for low income, free transport if you are in receipt of one of the qualifying benefits for free school meals or the maximum amount of Working Tax Credit.

1d Parental preference

You have the right to say which school you would prefer your child to go to (under section 86 of the School Standards and Framework Act 1998), but this does not automatically mean that your child has a right to free transport to the school. You are responsible for making sure your child gets to school.

1e Special Educational Needs (SEN)

The Council has a separate SEN Transport policy for children that have an Education, Health and Care Plan (EHCP) or have a full Statement of SEN which is due to be converted to an EHCP. The Council must provide transport for your child if they, attend their nearest qualifying school, live under the statutory walking distance, but because of a special need or disability it would be unreasonable to expect them to walk to school.

If there are spaces available on taxi contracts transporting pupils with SEN to school, it may be possible to purchase a season ticket for the duration of the contract.

1f Suitable Schools

When assessing eligibility, the County Council considers whether the nearest qualifying school has places available and provides education appropriate to the age, ability and aptitudes of your child and any Special Educational Needs your child may have. For children looked after, the nearest suitable school would be that identified by the social worker.

1g How do we re-assess your claim?

If your circumstances change, for example there is a change of address, we will re-assess your claim under the policy that is applicable at the time of your application being submitted with your change of circumstances.

2 What extra help can we provide?

2a Section 1 explains what help we have to provide by law. The Education Act 1996 also allows us to provide extra help with travel costs in certain circumstances. These are discretionary elements of the Home to School Transport Policy and can be subject to change in the future.

2b Help with travel costs if your child goes to a school which is not their nearest school

If your child goes to a school which is not their nearest school, we will still provide free transport if they meet the distance criteria and:

- your child moves home while they are in Year 6, 10 or 11, and they previously attended their nearest school and the pupil is from a low income family or
- there are, in the opinion of County Council officers, exceptional circumstances

2c Help with travel costs if your child lives less than the legal walking distance away from their nearest qualifying school

If your child lives within the legal walking distance, we will still provide free transport if:

- the walking route in the opinion of the local authority is not suitable (see Appendix A) ; or
- your child has special educational needs or a medical condition which means it is unreasonable to expect them to walk to school

2d Travel assistance grant

Where it is agreed that a child is entitled to home to school transport, parents/carers who are able to transport their children to school may request a Transport Assistance Grant from the Integrated Transport Service. In this situation the parent/care would arrange transport for the child to travel to and from school, rather than the council. The grant will be entirely at the discretion of the council and only provided where it supports the efficient use of resources. It is unlikely to be available where existing suitable transport is in operation locally.

The Travel Assistant Grant is designed to help parents/carers make any arrangements needed and can be used in any way to facilitate their child's access to education. It is paid over eleven months directly into the bank account of parents/carers. The grant is based upon the one-way distance to school on the shortest appropriate route and will be determined by the Integrated Transport Service. The only exception to this is for a journey over twenty-five miles.

The Travel Assistant Grants are grouped into bands according to the distance between the child's home and their school, these are as shown below:

Band 1 – Up to 5 miles

Band 2 – Over 5 miles up to 10 miles

Band 3 – Over 10 up to 15 miles

Band 4 – Over 15 up to 20

Band 5 – Over 20 up to 25

Band 6 – Over 25 miles - £0.45 per mile (or current Lancashire County Council Business Mileage allowance) to and from the school and based on a standard return trip.

The bands cover the basic cost of transporting a child to and from school. Parking, subsistence, and other costs are not provided. Where a grant is offered partway through the school year, or where attendance at school is on a part-time timetable, the total payment provided will be on a pro rata basis. The terms and conditions of the grant will be fully detailed in the Transport Assistance Grant agreement letter.

If a parent/carer wishes to stop receiving a grant, a reapplication for transport is required due to this change in circumstances, which can take up to six weeks to be approved and implemented, and it is the parental responsibility to continue to provide transport and ensure their child or young person attends school during this time.

No reduction in the grant for infrequent non-attendance will be made. For regular and frequent non-attendance, the council reserves the right to make a pro-rata reduction to the grant and review the provision of a grant.

You can view current [travel assistance grant values](#) on our website.

3 How do I apply for help with transport to and from school?

Application form

When your child starts at secondary school their entitlement to receive transport assistance will automatically be assessed. If your child is eligible to receive help an application form will be issued to your home address in June.

3a Renewing travel passes

Once your child has been awarded travelling expenses this will be automatically renewed each year if you are still entitled. The Council will advise you if you are no longer eligible.

If you have been issued with a Gold pass, the bus pass will remain in use until the expiry date on the front of the pass. **It will not be renewed on an annual basis.** If your child loses or damages their travel pass, refer to section 7e.

Some children are subject to an annual re-assessment of their entitlement to receive assistance. This assessment is normally carried out during the summer term.

3b Timescales to apply for a travel pass

It normally takes us up to 10 working days from the date we receive your application to issue your child's pass. This is subject to us having been provided with the full information to assess your claim (it may take longer in busy periods, such as August and September). We recommend that you apply for your child's travel pass in plenty of time before the start of the school year. If you don't, you may have to pay your child's travel fares and we may not be able to refund this money. We will only refund any travel fares you have to pay while you are waiting for your child's travel pass if we have caused the delay.

3c What happens if I move house?

If you move house, you need to notify the County Council as there will be a need to re-assess your application. If you were previously entitled and still remain entitled, the Council may need to amend your travel-pass.

4 How will you assess my claim?

4a The area your child lives in

To be eligible for free transport to and from school under this policy, your child must live in the Lancashire County Council administrative area.

4b Legal walking distances

If your child goes to the nearest qualifying school, we will provide free transport if they are:

- under eight years old and the shortest suitable walking route is more than 2 miles (3.218688 kilometres) from the nearest school or
- aged eight or over and the shortest suitable walking route is more than 3 miles (4.828032 km) from the nearest school

4c Assessing your child's eligibility to receive transport assistance is a two part process.

Firstly, your child's nearest school for transport assessment purposes is determined.

The nearest qualifying school for your child will **usually** be the one:

- which is the closest to your home (measured by the shortest walking or road route, as accepted by the Council). For those children living close to the Lancashire boundary the nearest school may be situated in another local authority area
- where there is a place available or where a place could have been offered at the allocation stage of school admissions had it been requested.

4d Measuring the shortest route to the determined nearest school

Once the Council has established the nearest school, we will measure the distance to that school using the shortest suitable walking route.

For the 2022/23 round, it is possible that the Local Authority may be using a new measuring system. Should this be in place, the Ordnance Survey Address Point of your home address will be used.

For the existing measuring system, this may include measuring along roads, footpaths and bridleways. We will measure from the nearest boundary entrance of your home (for example, your gate) to the nearest entrance to the school which your child can walk to. We will not include your drive or the drive at the school (if this applies) in this measurement. In most cases, we will take the measurement using computerised map measurements. If these measurements are close to the mileage limits, we will measure them on foot using a trundle wheel.

4e Working out whether a place is available

When we are working out whether places are available at a school nearer to your home, this will be during the normal admissions round when places are being allocated.

Additionally, If you move into a new area or your child changes schools, we will work out if places were available at the time of your change in circumstances.

4f Late applications

If you are offered one of your expressed preference schools and this is over the legal walking distance from home, then free transport will not be offered if there was a place available at a nearer qualifying school at the time of school place allocation.

4g Schools that are not in Lancashire

If your child gets a place at a school which is located within another local authority, we will only provide free transport if it is determined that this is the nearest qualifying school at which a place is available.

4h If we do not meet your preferences and you made an on time secondary school application

If we offer your child a place at a secondary school which is not one of the three schools you listed as your preferences on your application for a school place, we will provide free transport as long as:

- you meet the conditions relating to distance; and

- there is no place available at an alternative school nearer to your home address (including those in neighbouring districts of Lancashire and in other local authority areas).

4i If your child is nearly eight years old

If we provide free transport for your child and you live between 2 and 3 miles from their primary school, we will continue to provide this help until the end of the academic year in which your child turns eight years old.

4j Compulsory school age

By law, only children aged 5 to 16 are entitled to free transport to and from school. However, if your child is under five years old and at primary school, as part of our discretionary transport arrangements, we will provide free transport as long as they meet all the relevant conditions.

Pre-school

We will not provide free transport if your child is at nursery school or in a pre-school class (even if there are agreed deferred entry arrangements in place).

4k Independent (private) schools

We do not provide free transport if your child goes to an independent school.

4l Unsuitable routes

If we think that the shortest walking route to a school is not suitable for children when walking with an adult, we will look to find a suitable alternative which is less than the legal walking distance to school.

As explained in paragraphs 4c-4e we use the shortest route to decide the nearest school. If we can't find a suitable walking route, we will provide free transport to the nearest school. The council will not consider the suitability of a walking route to a school unless the child goes to their nearest school. In Appendix A we have explained our guidelines for assessing the suitability of walking routes.

4m Definition of 'home'

If your child lives in two different homes, (there is a shared parenting arrangement in place between mother and father or other approved carers), we will only provide transport from one of the addresses.

To work out whether your child is entitled to transport to and from school, we will use the address which we consider is your child's main home.

To decide which of the homes is your child's main home, we will consider:

- the address which you specifically chose to use when applying for a school place
- the address at which your child spends most school days and
- the address you give your child's doctor, dentist etc

If your child spends an equal amount of the school week at each address, we will usually consider the main address to be the one which you declared on your admission application. This is normally where your child wakes up on the most school days during the school term (Monday to Friday).

You should be aware that entitlement to assistance with home to school transport is assessed separately after the admission process (after school places have been offered).

You cannot use an address to apply for a school place and another to have transport entitlement assessed.

For a new address to be accepted, there must be very exceptional reasons for the change, for example the sale of a property, house fire at one address, bereavement or relocation of the parents/carers to a single property. Parents must provide the necessary evidence for the Council to consider. A change in a child's living arrangements, for example spending more time at the new address, will not generally be considered to equate to exceptional circumstances.

4n Providing free transport to medical or other professional appointments or extra-curricular activities

If your child is entitled to free transport from home to school, their travel pass will not cover any extra journeys during the school day. For example they will not be able to use their travel pass to get to medical or other professional appointments and we will not refund the cost of fares if your child takes part in extra-curricular activities.

4o If your child moves home while they are in Year 6, 10 or 11

If you move home and your new address is over the statutory walking distance, we will normally provide transport if your child is in their last year at primary school (Year 6) or if they are at secondary school and

they have started their GCSE courses (normally Years 10 and 11). We will consider several things when we make our decision, such as:

- the cost of the transport
- how easy it is to move your child to another school
- the distance involved
- whether your child was at the nearest suitable school to your previous address and
- whether you chose to move or whether you have been forced to move

We will also need proof (such as a solicitor's letter or a rental agreement) confirming the date you moved.

This discretion will only apply to pupils from low income families.

4p Help for younger brothers and sisters

If we provide free transport for your child on low income grounds and you move home while they are in Year 6, we will also provide free transport for any of their younger brothers or sisters to go to the same school until the end of that academic year. We will only continue to provide this help after your older child leaves the school if the school your younger children are at is the nearest school with places available and they meet the distance criteria.

4q Other reasons why your child may not be entitled to help with travel costs to and from school

We will not consider the following when we decide if your child is entitled to free transport to and from school.

4q1 Brothers and sisters

When you are applying for a school place, you have the right to say if you would prefer your child to go to a particular school. If your child has an older brother or sister at the school which you prefer, this will often be considered in the allocation of places. We will not though take this into account when we assess whether your child is entitled to free transport

4q2 Family links with a school

When we decide if your child is entitled to free transport, we will not take into account whether your child currently has family members at a school, or whether members of their family have gone to that school in the past.

4q3 Financial circumstances

When we decide if your child is entitled to free transport, we will only consider your financial situation if you are on the qualifying benefits for free school meals or the maximum amount of Working Tax Credit.

4q4 Single-sex or mixed schools

We will not agree to provide free transport just because you would prefer your child to go to a single-sex school or a mixed school.

4q5 Selection tests

Just because your child passes an entrance exam for a school does not mean that we will provide free transport. This applies to Lancashire's four selective grammar schools/academies.

5 Faith Schools

From September 2018, the County Council will no longer provide any discretionary denominational transport assistance for all pupils commencing at primary or secondary school. The removal of this assistance will be phased-in so that children who started school under one set of transport arrangements will continue to benefit from them until they conclude their education at that school, choose to move school or change address.

New pupils who started at a faith school, where this was not their nearest school, from September 2011 onwards have been required to pay a contributory charge.

For the academic year 2020/21, this figure is £709.00 per year per child before an award of travel is made. The contributory charge will increase annually by RPI plus 5%.

The contribution is a fixed fee for the year and will not be discounted or refunded.

Pupils admitted to a faith school where this is their nearest school and who meet the distance criterion, will continue to receive free transport.

There is no consideration of which parish a school serves.

If your child was awarded denominational transport assistance before September 2018 then you should note the following:

5a How to pay the contributory charge?

The contributory charge can be paid in one instalment by cheque, credit or debit card or by ten monthly payments by direct debit. A travel pass will not be issued until the fee is received or the direct debit mandate has been set up.

5b Is there any reduction in the contributory charge?

There will, however, be no reduction in the contributory charge, if for example your child does not travel to and from school each day by bus/rail. Similarly, there is no reduction in the contributory charge for Year 11 pupils who leave school during the summer term.

The contributory charge will reduce, however, pro rata for applications received once the Autumn term has started.

6 What if I have a low income?

If your child is entitled to free school meals or you receive the maximum amount of Working Tax Credit, you are defined as being on a low income. We have to provide extra help on top of that set out in sections 4 to low income families.

6a Secondary Schools

If your child is at secondary school, we will provide free transport to one of the three nearest schools as long as the school is between 2 and 6 miles from your home.

6b Faith Schools

If you have expressed a wish based on your religion or belief for your child to attend your nearest qualifying school child, we will provide free transport to the nearest faith school if it is between 2 and 15 miles from your home.

6c Applying for a school place outside normal times

If you apply for a school place for your child outside the normal time for applying for places, the three nearest schools will be those with places available at the time of your change in circumstances.

6d Applying for a school place within normal times

If you apply for a school place within the normal time for applying for places, the three nearest schools will be those that can offer your child a place prior to places being allocated.

6e If you have a low income and your child is nearly eight years old

If you have a low income and your child is at primary school and they reach eight years old, we will continue to provide free transport if you live two miles or more and go to the nearest suitable school. This assistance will remain if you continue to receive the qualifying benefits.

7 How do we provide free transport?

7a Travel passes

If your child is entitled to free transport to and from school, we will normally give them a travel pass for a bus service, a contracted vehicle (such as a coach or minibus) or a railway service. Passes are not issued on taxi services as approved lists of pupils are provided to the operator.

7b Travel times

When we are arranging transport, we will try to make sure that your child does not have to travel for more than:

- 45 minutes if they are at primary school or
- 75 minutes if they are at secondary school

These are one-way journey times and do not apply if your child does not attend their nearest school.

7c Pick-up points

We will arrange transport from a point that is reasonably near to your home and your child's school.

Parents are encouraged to check the bus stop or pick up point that their child is allocated to ensure that their child knows how to use transport to and from school safely.

7d Behaviour

We have the right to take away your child's travel pass if they seriously or persistently misbehave on the way to and from school.

7e Replacement passes

If your child loses or damages their travel pass, you will have to pay £20 for a replacement pass.

If you are in receipt of one of the qualifying benefits to receive Free School Meals, the cost of a replacement pass is £15.

If you wish to amend your child's travel pass to an alternative service, there may be a replacement charge.

7f Paying for replacement passes

You will have to pay your child's travel fares while you are waiting for their replacement pass. We will not refund this money unless your child is eligible for free school meals or you receive the maximum amount of Working Tax Credit.

7g Bus Pass Amendments

In those circumstances where you require your child's bus pass to be amended, for example where you move house, you must request this from the Council. At this point, eligibility to receive transport assistance will be re-assessed and an amended pass will be issued if your child is still entitled.

7h What if your child forgets their travel pass?

If your child forgets their travel pass they will have to pay their bus fare. We will not refund this money.

7i Bicycles

If your child is entitled to free transport but wants to use a bicycle to travel the whole or part of the way to school, the council may pay you an allowance to help with these costs.

7j Motorbike or car allowances

If there isn't any suitable public transport or private transport available and you have to drive your child to school, the council may refund you your travel costs for the whole or part of the journey if your child is entitled to free transport.

Please be aware of how this may affect your driving insurance.

7k If your child is not entitled but wishes to use LCC School Bus Services

The Council provides school bus services to transport children that have an entitlement to transport assistance. However, if there is a suitable bus service to your child's school, and if there is a seat available, your child may be able to travel by buying a season ticket or by paying a bus fare.

It is important to note that we cannot guarantee that a suitable school bus service will always be in operation. Additionally, we cannot guarantee that a school bus service will be available if your child is not eligible for free travel.

8 What happens if you allow my child to travel for free by mistake?

If your child is going to school and we find that we are allowing them to travel for free by mistake, we will let you know that we have made a mistake and we will advise when we will stop providing free transport. Your child will be permitted to travel free of charge for the rest of the term.

9 Can I appeal against your decision?

If the Council have refused your application for free transport, it is because you are not eligible under this policy or in law.

If you feel that the Council has applied the law incorrectly or if you consider that you have exceptional circumstances which you have not previously advised us of, you may submit a written appeal.

Your appeal must specify precisely the nature of the error and all exceptional circumstances must be corroborated by appropriate documentation or evidence. If you fail to provide evidence, your appeal cannot be considered.

Your eligibility will initially be reconsidered by an officer of the Council, who was not involved in the original decision not to award transport for your child. The officer will review the original decision and any personal and/or family circumstances you believe should be considered. If transport is not awarded your appeal and evidence will then be considered by the Student Support Appeal Committee, whose decision is final.

A further appeal will not be considered unless there have been some significant/exceptional changes in your circumstances since the last appeal was heard.

You can get appeal forms from your local area education office or they are downloadable from the County Council's website.

If the Student Support Appeals Committee decides that your child is entitled to help with travel costs, we will refund their travel costs from the date we receive your appeal form with the full evidence to support your appeal.

Annex A

Home to School Transport Policy

UNSUITABLE ROUTES POLICY

In cases where the shortest walking route between home and school is within the statutory mileage distance and a parent believes that the walking route to the school could be considered as unsuitable, the County Council will, upon a request from the parent, undertake an assessment of the whole route, or those parts of the route which the parent deems to be unsuitable. Routes will not be considered for their suitability if they do not meet the criteria listed below. When considering walking routes, the County Council will take into account footways, verges, walkable roadside strips, footpaths and bridleways. However, the absence of these does not always constitute the route as being unsuitable (See section 5).

The statutory mileage criteria are:

- 2 miles or over for pupils under eight years of age
- 2 miles or over for pupils over eight years of age if entitled to free school meals or parents receiving maximum amount of Working Tax Credit
- 3 miles or over for pupils over eight years of age

The County Council's assessment of the route will consider the following factors:

1 Alternative Routes

If the shortest walking route is felt to be unsuitable, however an alternative walking route or routes are available which may be classed as 'suitable' and which fall within the distance criteria, then assistance with travel costs will not be granted.

2 Accompanied by a suitable adult

Parents have the primary responsibility for ensuring their child's safe arrival at school. In all cases when assessing the suitability of routes the County Council will assume that the child is accompanied, where necessary, by a parent or other responsible person and is suitably clad.

Therefore the existence of the following factors will not usually make a route unsuitable, although they would be taken into account:

lonely routes
moral dangers
canals, rivers, ditches, dykes, lakes and ponds
railway crossings
routes without street lighting

The responsibility for the child to be accompanied as necessary rests with the parent.

3 Availability of a footway, verge, walkable roadside strip, footpath or bridleway

If these are available, then these parts of the route cannot be considered to be unsuitable subject to Clause 4 below.

If the width of the roadside footway/verge/roadside strip falls to less than 1m in width and an alternative footway is not available, then traffic counts will be necessary at the points where this happens, in accordance with the width of the road, as shown in the table in Clause 5 below.

Where it is necessary to make road crossings to access an alternative footpath or a footway in excess of 1m width, the volume of traffic on the road at those points will be considered taking into account the 'crossing parameters' outlined in Clause 4 below.

4 Suitable Crossing Points

When undertaking the measuring of walking distances to school the County Council will take into account suitable road crossing points when assessing the suitability of the route.

Where road crossings are necessary, it will be assumed that if the half hour two way traffic flow (one way on dual carriageways) is below 240 vehicles, the road should be reasonably able to be crossed.

Conversely, where the half hour two way traffic flow (one way on dual carriageways) is in excess of 700 the road is assessed as being unsuitable to cross, unless there are 'traffic interrupters' (eg traffic lights) which provide suitable crossing gaps at reasonable intervals.

The assessments will not apply if pedestrian crossing facilities are provided.

In cases where central pedestrian islands are provided in the centre of the road to assist pedestrian crossing movements and there are no other pedestrian facilities available (ie pelican/zebra crossing), traffic flows will only be taken in one direction.

For roads where the half hourly traffic flow is between 240 and 700 vehicles, the ability of being able to cross the road comfortably four or more times in each five minute period would normally indicate a road which is reasonably able to be crossed by an accompanied child. In cases where central pedestrian islands are available, the number of crossings will be taken from the island to the footway and vice versa.

The County Council will undertake a half hourly traffic count for both the morning and afternoon during school terms to coincide with the times the route would be walked.

When determining the number of vehicles in any time period, the following 'passenger car equivalent values' (PCU's) will be used as multiplication factors:

3 pedal cycles	1PCU
2 motor cycles	1PCU
1 car	1PCU
1 LGV (under 3.5tonnes)	1PCU
1 Bus/Coach	2PCU
1 HGV	2PCU

5 Roads without Footways

On roads less than 6.5m in width, where there is no public footpath or walkable verge or refuge points and where the traffic exceeds the maximum vehicle numbers per hour relevant to the width of road shown in the table below, these would be deemed unsuitable routes.

In addition, if the proportion of Heavy Goods Vehicles (HGV's) using the route is more than 10% of the highest total traffic volume figure, relative to the road width shown in the table below, the route would be deemed unsuitable.

In undertaking the assessment, however, if there are verges which may be 'stepped onto' to avoid vehicles, where there is insufficient road width for the vehicle/s to pass, then these parts of the route are not deemed to be unsuitable, unless the number of vehicles exceeds that which corresponds to the appropriate road width shown in the table below.

A step off or verge is a minimum area that a pedestrian could use as a refuge which is defined as 1.5m in length and 0.5m in depth and relatively level.

Where no 'step-off' exists for any part of the route the number of vehicles using the route will be counted at this point in accordance with the road widths shown in the table below.

Acceptable maximum length of Single sections of road without Verges or refuge before Broken by a verge or refuge width	Acceptable number of vehicles per half hour by road width			
	>3.5m road width	3.5>4.5m road width	4.5>5.5m road width	5.5>6.5m road width
10m	201-240	301-360	401-480	501-600
15m	161-200	241-300	321-400	401-500
25m	121-160	181-240	241-320	301-400
35m	81-120	121-180	161-240	201-300
55m	61-80	91-120	121-160	151-200
75m	41-60	61-90	81-120	101-150
120m	31-40	46-60	61-80	76-100
160m	21-30	31-45	41-60	51-75

240m	11-20	16-30	21-40	26-50
300m	6-10	9-15	11-20	13-25
500m	1-5	1-8	1-10	1-12

In order to make the assessment, the above table will only compare the number of vehicles at those places on the route where the lack of 'step-off' exists.

Example: 4.5>5.5m road width

There are 3 parts of the route where no verge exists.

Part 1 the gap is 15m there were 200 vehicles counted - Route suitable

Part 2 the gap is 120m there were 27 vehicles counted - Route suitable

Part 3 the gap is 300m there were 21 vehicles - Route unsuitable

Where HGV vehicles (this includes farm vehicles on rural roads) in the hourly two way traffic count on the un-verged portions of the route are more than 10 in number or where this constitutes more than 10% of the total traffic volume, then the route would be classed as unsuitable, irrespective of whether the traffic volume was reached.

6 Pupils not attending their nearest schools

In cases where a pupil chooses not to attend their nearest school, travelling expenses to a more distant school on the grounds that the route to that school is deemed to be unsuitable cannot be considered. .

7 Accident Statistics

If a particular route meets the above criteria as a 'suitable route', the County Council will also take into consideration any significant accident data on the route.

8 Re-imbursements and Unsuitable Routes

Where the Council determines that a route is unsuitable, any claims for retrospective re-imbursement of travelling expenses will only be backdated to the date the Council determined the route as unsuitable.

Annex B

HOME TO SCHOOL TRANSPORT POLICY

SPECIAL PUPIL CASES

The County Council will consider all circumstances which are relevant for the purpose of facilitating the attendance of a child at school and assistance with transport/travel costs may be given at the discretion of the Director for Children's Service in exceptional cases.

Additional assistance may be granted in the following circumstance:

1 Medical Needs of the Pupil

1.1 Long Term Cases

Where pupils live within the statutory walking distance between home and their nearest suitable school and where it is apparent that a pupil is physically unable to walk to school, transport provision may be initially considered. Substantial medical evidence will need to be provided. Provision of transport will not usually be offered where a pupil does not attend their nearest school, unless the medical incapacity arises where the pupil is in Year 10 and Year 11 in secondary school or in Year 6 in primary school. The County Council will however consider cases in other year groups where there has been a significant change in circumstances relating to a child's medical condition.

Assistance will normally take the form of public transport provision unless the pupil is physically unable to access public transport.

The provision may also vary dependent on the time of the year.

If the County Council determine that discretionary transport support is no longer required, parents can submit an appeal to the Student Support Appeal Committee if they consider it should continue, subject to a further officer review.

1.2 Short Term Cases (Up to 12 weeks)

Short term taxi transport may be considered where a child has a short term medical incapacity. Medical evidence will be sought to confirm that the pupil will not be able to access public transport. In these cases, the provision will normally be made for a maximum of 12 weeks. In these circumstances, the Council will consider the provision of transport even if the pupil is not attending their nearest school.

If transport is likely to be required in excess of twelve weeks, the case will be reviewed by the County Transport Policy Officer. If it is decided not to extend the transport support, the parents have the option of appeal to the Student Support Appeal Committee.

2 Looked After Children (LAC)

Pupils who are 'Looked After' by the County Council, who are placed in short term foster care and who do not meet the statutory criteria for transport assistance, will not be considered for transport assistance under this policy.

A separate policy is administered by the Children's Integrated Services Group to provide short term transport for LAC pupils who are not statutorily entitled to travel assistance.

For eligibility for transport assistance for children looked after, the nearest suitable school would be that identified by the social worker.

3 Emergency Transport Arrangements for non LAC children

In cases where children have been temporarily re-housed due to unforeseen emergency circumstances, transport assistance may be considered to a school other than the nearest provided the distance criteria is met. Assistance would be offered on this basis where it was considered that a pupil would be unable to attend school without support from the County Council. Assistance will initially be provided up to a maximum of twelve weeks. Confirmation of the family circumstances will need to be provided by the local council or other agencies.

Transport assistance will normally take the form of provision on public transport unless the journey times exceed the County guidelines.

If transport is required beyond twelve weeks, then a review of the case by the County Transport Policy Officer will be undertaken.

4 Managed Transfers and In Year Fair Access Protocol Pupils

Pupils, who are admitted to schools under these arrangements, may receive assistance with public transport costs if the distance criterion is met irrespective of whether they are attending their nearest suitable school. Short term taxi transport pending receipt of a bus pass may also be provided to aid the smooth transition into the new school during the trial period.

Transport assistance will only be provided for pupils subject to a 'managed move' if the pupil meets the criteria as a low income family, as stated in Section 6 of this policy.

5 Children whose Parents due to their Medical Condition are unable to accompany their children to school

In exceptional circumstances where it is not possible due to the medical condition of one or both of the parents or carer for them to accompany a child to school and it is not possible to make suitable arrangements for a family member or friend to accompany a child to school, transport assistance will be considered. Assistance may be provided where it is felt by the County Council that some assistance should be given to ensure that the pupil travels to school safely and attends the school. Any such assistance is subject to satisfactory medical evidence being provided indicating the parental incapacity.

This assistance will only be provided for pupils who meet the low income criteria, as outlined in Section 6 of this policy.

This might include instances where the pupil resides within the statutory walking distance or the pupil does not attend their nearest school.

The County Council will not consider assistance where one parent is unable to accompany the child to school due to work commitments nor will it usually consider it necessary to provide assistance to secondary school aged pupils, as they will usually be deemed to be capable of walking to school unaccompanied.

In the above cases, transport will be provided for up to a maximum of 12 weeks. Any extension of transport will be subject to a central review process by the County Transport Policy Officer.

6 Pupils under the jurisdiction of the Traveller Education Service

Where pupils under this category live within the statutory walking distance from their nearest suitable school, short term transport provision may be made to ease the integration into a new school. This provision will be provided for a maximum of four weeks.

7 Pupils with special educational needs

A separate policy applies to pupils in this category.

In all other cases the County Council will consider requests from parents who feel that their child requires transport to their nearest school and they are not statutorily entitled to any assistance in cases of significant non-financial exceptional circumstances.

Annex C

Transport to School on the Grounds of Religion or Belief

Section 509AD of the Education Act 1996 places a duty on local authorities to have regard to a parent's religion or belief, while fulfilling their duties and exercising their powers relating to travel. 'Religion' in this respect means any religion and 'belief' means any religious or philosophical belief.

It is acknowledged that the definitions of 'religion' and 'belief' are ultimately determined by the courts and there is a substantial body of case law which exists with regard to these definitions.

The Department for Education (DfE) offer the following advice in their Home to School Transport Guidance 2007 regarding religion or belief.

- a) The definition of 'religion' includes those religions widely recognised such as Christianity, Islam, Hinduism, Judaism, Buddhism, Sikhism, Rastafarianism, Baha'is; Zoroastrians and Jains.
- b) A religion must have a clear structure and belief system.
- c) Equally denominations or sects within a religion may be considered as religions in this context such as Catholicism or Protestantism within Christianity.
- d) 'Belief' may be understood as equating to 'conviction' and must be more than an opinion or idea. It must be genuinely held and parents/carers bear the burden of showing that it constitutes the reason for placing their child at a given school, or not placing them at a particular school.

The DfE consider that the following examples **do not** meet the requirements for the provision of transport on faith or philosophical grounds:

- the wish to have a child educated at a particular type of school (for example a grammar school)
- the wish for a child to be taught in a particular language
- a belief that a child should be privately educated
- objections to rules requiring that a school uniform must be worn
- the belief that a particular school will provide a better level of education

When pupils attend particular schools on the grounds of religion or belief, the County Council may, in accordance with its policy, exercise discretion towards transport costs.

Annex D

Home to School Transport Policy for pupils attending secondary Pupil Referral Units

INTRODUCTION

The policy will be applied when considering how the secondary aged pupils, attending the 7 secondary Pupil Referral Units (PRUs) in Lancashire undertake the journey to school. It will only apply to those pupils attending places commissioned by the Local Authority, permanently excluded pupils and those approved by the Alternative Provision (AP) Officer who are new to area and referred by the Pupil Access Team.

The transport costs of pupils attending intervention places at the PRU will continue be paid for by the commissioning school. Pupils attending the PRUs for medical provision are not covered by the policy and current arrangements.

The policy recognises the statutory duty of the Local Authority to make full-time educational provision for permanently excluded pupils from Day 6 of the exclusion.

The policy will be reviewed annually.

ELIGIBILITY

Under section 508 (B) of the Education Act 1996, the Authority must provide transport assistance for pupils attending their nearest qualifying school where the distance between home and school is more than three miles. When assessing eligibility to receive transport assistance, the PRU will be the nearest qualifying school.

There is additional assistance available for pupils from low income families where the nearest qualifying school is over 2 miles from the pupil's home. This applies for pupils whose parents are on the qualifying benefits to receive free school meals or the maximum amount of Working Tax Credit.

DETERMINING SUITABLE TRANSPORT

Permanently Excluded Pupils:

At the PRU admission meeting, there will be a discussion with parents about how the pupil will undertake the journey to school. At this point, it is noted that the PRU may have limited background information in relation to the pupil and any risk factors associated with independent travel.

In deciding whether a taxi should be provided, consideration will be given to:

- Age and maturity of the child.
- Health and safety related issues, including risk to self or others.

- Accessibility of PRU on public transport.
- Length of journey.
- Vulnerability of pupil.
- Whether a child is physically able to walk the distance from home to school or from home to an agreed pick up point.
- Any special educational needs.

A taxi may initially be commissioned to ensure compliance with the statutory requirement that pupils are in Day 6 provision and to encourage regular attendance from the point of admission to the school.

Where a taxi has been provided and the pupil has been on roll for six weeks, a review will take place of whether the pupil would be able to undertake the journey to school with a travel pass. The assumption will be that a travel pass will be issued unless the pupil meets one of the criteria listed below.

Where it is deemed that a pupil can safely undertake the journey to school using public transport, a bus pass application will be completed with a passport size photograph and forwarded to the local Pupil Access Team to be processed.

If a taxi is still required a member of the PRU staff will complete an application form explaining why a bus pass is not suitable and provide additional supporting evidence, where appropriate.

Where a taxi is in place, transport arrangements will be reviewed on a termly basis by PRU staff to monitor costs, quality and safety.

Travel passes will not be suitable for:

- Pupils whose journey to school on public transport would take over an hour.
- Pupils who would have to undertake more than one change of bus to undertake the journey to school.
- Pupils on high support.
- Pupils at risk of flight or CSE.
- Pupils who are defined as having severe emotional, social or behavioural difficulties for the period of their attendance at the PRU.

Commissioned Alternative Provision (AP) Pupils:

Prior to commissioning AP, a member of the Pupil Access Team will gather full background information, including the behavioural history, and any ongoing involvement of professionals.

As the vast majority of commissioned places are for pupils who will be attending Year 11 provision, a travel pass will normally be provided where the statutory distance requirements are met.

Report to the Cabinet

Meeting to be held on Thursday, 3 February 2022

Report of the Interim Head of Cultural Services**Part I**Electoral Division affected:
(All Divisions);**Corporate Priorities:**
Delivering better services;
Caring for the vulnerable;
Supporting economic growth**Cultural Services Fees and Charges Review 2021/22**

Contact for further information:

Gareth Jones, Tel: 01772 534007, Library Resources Manager,
gareth.jones@lancashire.gov.uk**Brief Summary**

This report presents proposals relating to fees and charges in Cultural Services following an annual review to ensure that they support service objectives, efficiency, and effectiveness.

Recommendations

Cabinet is asked to approve changes to Cultural Services fees and charges with effect from the 1 April 2022 as set out below:

- (i) Include people with a physical impairment and those who are deaf or hard of hearing in the list of groups who are exempt from charges for borrowing audio visual materials from libraries.
- (ii) Include care leavers under the age of 25 in the list of groups who do not have to pay for the late return of library books.
- (iii) Remove the reservation charge for CDs in libraries.
- (iv) Remove the charges for craft activities for children and families in libraries.
- (v) Offer half price entry for two months in May and June 2022 for National Trust members at Helmshore and Queen Street Mills.
- (vi) Reintroduce the family Xplorer ticket in Museums.

(vii) To reduce the commission rate for charitable and not for profit organisations on sales of art and crafts in Libraries and Museums from 35% to 10%

Detail

Exemptions from charging

To include people with a physical impairment and those who are deaf or hard of hearing in the list of groups who are exempt from charges for borrowing audio visual materials. The current exemptions apply only to those who are unable to read or use books because of visual impairment, dyslexia or learning disability.

To include care leavers under the age of 25 in the list of groups who do not have to pay for the late return of library books. This will remove barriers and allow these young people to benefit from full use and access to library services. The current exemption applies to people under 18 only and to any books borrowed from mobile libraries.

Reservation charges for CDs

Following the implementation of the collection management policy and the decision to centralise CD and DVD collections it is proposed to remove the reservation charge of £0.75 for CDs to bring them into line with other audio-visual formats and to promote fair and equitable access to these collections.

Charging for craft activities in libraries

To remove the charges for craft activities for children and families which are currently set at £1 per child and a maximum of £2 per family per activity. This will ensure that craft activities are freely accessible to all children and families in Lancashire and will provide equal opportunity for all to take part.

National Trust member offer for Helmshore and Queen Street Mills

To offer half price entry for two months in May and June 2022 for National Trust members at Helmshore and Queen Street Mills with the primary aims of increasing visitor numbers and promoting awareness of both sites to National Trust members.

Reintroduce the Museums family Xplorer ticket

To reintroduce the 12 -month family Xplorer ticket available at all Lancashire County Council museums (except Lancaster Castle). It is proposed to charge £20 for this ticket. This will enable up to 4 paying visitors (2 adults/2 concessions, or 1 adult/3 concessions) plus unlimited children (who enjoy free admission at all our sites) to pay once for a family pass and make as many return visits as they wish within a rolling 12-month period to all Lancashire Museum sites. This includes Clitheroe Castle Museum, Helmshore Mills Textile Museum, Queen Street Mill Textile Museum, Judge's Lodgings Museum and Gawthorpe Hall. It is intended that this will

encourage Lancashire families to visit our museums which will raise awareness of the buildings and their collections and inspire learning and creativity.

Reduction of the commission rate on Art and Craft sales

The service has had some feedback from the charity and not for profit sectors that the current commission rate is too high and that it presents a barrier to the use of our premises for art and craft exhibitions. As a result of this feedback, the service proposes to apply a reduced rate of 10% for organisations with a charitable or not for profit status. The duration of the exhibition will be agreed between the service and the organisation to ensure fair access and use of the premises. The current rate for commercial and private sales is to remain at 35%.

Consultations

The recommendations in this report have been proposed following an annual review of all fees and charges across Cultural Services by senior managers and operational managers.

The Library Service has also held discussions with the leaving care team in developing recommendation (ii).

The National Trust has been involved in developing recommendation (v).

The service will monitor the proposed changes, should they be approved, and any findings will be considered during the annual review in 2022/23.

Implications:

This item has the following implications, as indicated:

Risk management

Financial

The following financial implications have been identified. All calculations are based on figures from the financial year of 2019/20 to illustrate, as far as possible, the impact of any changes on the service without disruption due to closure of premises.

Please note that not all library members who have physical, visual, or hearing impairments (and those with any long-term health condition which may mean they are exempt from certain charges) have this recorded as part of their membership details on the library database and therefore the calculations are estimates only.

Exemptions from charging

There were an estimated 824 Audiobook issued to physically impaired, deaf or hard of hearing library members in 2019/20 together with 107 CDs and 159 DVDs.

The income generated for these issues would be £1,036 although the actual loss in income if these proposals are agreed would be lower due to the declining popularity of CD and DVD borrowing.

There is no available data on how many care leavers under the age of 25 are library members and therefore no current means of estimating the cost of implementing this proposal. The service will work with colleagues in the leaving care team to identify the best way of implementing the change and promoting this offer with our care leavers if the proposal is agreed.

Charging for craft activities in libraries

Charges have not always been applied at every event due to the difficulty of defining a craft activity and the free availability of some materials. The proposal will therefore remove any potential confusion as to what constitutes a chargeable craft activity and ensure that the service can promote these events as freely accessible to all.

Reservation charges for CDs.

Chargeable reservations made during the 19/20 financial year totalled 604. The removal of the £0.75 charge for CDs would therefore result in a potential loss of income of £453. The actual loss of income however is estimated to be significantly lower due to the general decline in the popularity of this format among library members.

National Trust member offer for Helmshore and Queen Street Mills

The National Trust member offer will last for two months between May and June 2022 with National Trust members being allowed access to the two mills at half price. Income generated by National Trust visitors alongside other visitors will be monitored to establish the viability of extending the offer.

If the proposal is approved, it is anticipated that there will be an increase in visitor numbers to Queen Street Mills and Helmshore Textile Museums and an opportunity for additional income generation in the museum shops and cafés.

Reintroduce the Museums family Xplorer ticket

The reintroduction of the family Xplorer ticket should see a very modest increase in admissions during the holidays and summer months, with income from sales levelling up across all sites. The service will monitor future ticket sales and anticipates that the introduction of the tickets will lead to an increase in new or repeat visits at museums. This increase should provide an opportunity for additional income to be generated from visitor spend on activities and in museum shops and cafes.

Reduction of the commission rate on Art and Craft sales

Commission on the sales of Arts and Crafts in our Library and Museum venues during 2019/20 totalled £1800. Therefore, a reduction in the commission rate for the

charitable and not for profit sector will have a very low impact on income for the service.

Legal

There have been no legal implications identified.

Human Resources

No staffing / Human Resources implications have been identified.

Equality and Cohesion

Following consultation with the Equality and Cohesion Manager, the service has further clarified the terms of the Xplorer ticket offer to include the numbers of people the ticket covers and that all children can visit for free. In addition, the service has identified the community partners we will engage with to promote the offer which includes schools, libraries and Lancashire County Council community services working with families such as the Refugee Integration Team. A communication plan will be developed to promote the offer via social media campaigns to Lancashire Families.

The service has also expanded the criteria, after consultation with the Equality and Cohesion Manager, to include people who are Deaf or hard of hearing in being exempt from charges to borrow audio visual materials from libraries. This strengthens the original proposal of exemption from charges for those with a physical disability.

The proposals on the removal of reservation charges for CDs in libraries and the removal of charges for craft activities reflect the commitment of the service to remove barriers to access services wherever possible.

The proposed changes to cultural services fees and charges reflect the general aims of the Public Sector Equality Duty and their implementation should have a positive impact on groups with protected characteristics in Lancashire, building on existing positive work across all groups and with individuals.

There are no further implications which have been identified during the review process.

List of Background Papers

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

Report to the Cabinet

Meeting to be held on Thursday, 3 February 2022

Report of the Interim Head of Cultural Services**Part I**

Electoral Division affected:
(All Divisions);

Corporate Priorities:
Delivering better services;

Lancashire Library and Museum Strategies 2022-25

(Appendices 'A' and 'B' refer)

Contact for further information:

Steve Lloyd, Tel: 07876 452678, Interim Head of Cultural Services,
steve.lloyd@lancashire.gov.uk

Brief Summary

Cultural Services have undertaken a review of existing strategy documents and have developed two distinct strategies covering each of the Library and Museum services.

Recommendation

Cabinet is asked to approve the Lancashire Library and Museum strategies, as set out at Appendices 'A' and 'B' respectively.

Detail

The Lancashire Library Service Strategy has been reviewed and refreshed and continues to look to, and be guided by, the "Libraries Deliver: Ambition for Public Libraries in England 2016 – 2021" published by the Department for Digital, Culture, Media and Sport. This document will continue to inform service development to ensure that we are a vibrant and modern Library service.

The Lancashire Museum Strategy is aligned with, and guided by, the Arts Council's 10-year strategy "Let's Create 2020-2030". This strategy details the outcomes and investment principles required to ensure that all museums are sustainable, focused and trusted organisations, which offer their visitors a great experience.

Consultations

Managers within each service have been consulted and have had the opportunity to offer their input into the development of each strategy. There has been no public consultation around either document.

Implications:

This item has the following implications, as indicated:

Risk management

The strategies will provide a clear direction for each service and reflect current national thinking and priorities in the Library and Museum sectors.

If the strategies are not approved, then there is a risk that the Library and Museum services are not aligned with and do not reflect the ambitions and priorities of the Library taskforce and Arts Council.

There is felt to be no risk associated with approving either of the strategies.

Human Resources

No Human Resources or employee related risks have been identified.

Financial

No financial risks have been identified.

Legal

No legal risks have been identified.

Equality and Cohesion

The strategies reflect the general aims of the public sector equality duty and their implementation should have a positive impact on groups with protected characteristics in Lancashire, building on existing positive work across all groups and with individuals.

List of Background Papers

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

Lancashire Libraries Strategy 2022-25

Foreword

Libraries are a vital service that provide surroundings where people can feel safe and secure, where generations of all ages can meet freely in a public place and where learning can be encouraged.

This strategy builds on the previous document covering 2017-21 and expands it to incorporate the County Council's recently adopted corporate priorities of delivering better services; protecting our environment; supporting economic growth; and caring for the vulnerable.

The vision for our libraries within this framework is for a service which is embedded and flourishing at the heart of Lancashire communities and community life and which makes a difference through reading, information, digital, health, learning and culture.

County Councillor Peter Buckley
Cabinet Member for Community and Cultural Services

January 2022

Background and national context

Public Libraries are a statutory service under the Public Libraries and Museums Act 1964. The Act requires local authorities to provide a comprehensive and efficient service for all people working, living or in full-time education within the county of Lancashire. We are also committed to providing comprehensive access to library services for people who are unable to visit a library building.

In 2016, the national Libraries Taskforce published "Libraries Deliver: Ambition for Public Libraries in England 2016 – 2021". This document remains valid and identified the strategic vision and commitment to public libraries in England. The report recognised the challenging times that councils are facing running a library service. The taskforce called for radical thinking to protect frontline library services. It also acknowledged that Councils need to continue to work in new and different ways. ***"This report challenges both central and local government to think and act differently to transform library services. Libraries should be integral to all public service strategies. They must demonstrate their value to service commissioners - promoting themselves as an asset not a cost. In turn, we are urging commissioners to consider a 'libraries first' approach when planning services for their communities."***

The Libraries Taskforce recognises that local libraries provide a unique 'cradle-to-grave service', offering significant reach into local communities and a cost-effective way of ensuring that people are connected to local services. The report sets out an ambition for everyone to:

- Choose to use libraries because they see clear benefits and positive outcomes from doing so
- Understand what library services offer, and how they can make the most of what's available to them.
- Be introduced to new ideas and opportunities, then given confidence and quick and easy access to tools, skills and information they need to improve their quality of life.
- Receive trusted guidance through the evolving information landscape and build the skills needed to thrive in a changing world.

The Lancashire Library Service strategy will refer to the above document which will continue to guide our development to ensure that we are a vibrant and modern service. We also understand that we need to have an in-depth understanding of our communities so that we can create libraries that inspire.

Lancashire County Council's Equality objectives were refreshed in April 2020, aligned to the council's corporate strategy "Our Vision for Lancashire." The vision is focused around five objectives.

1. Lancashire will be the place to live
2. Lancashire will be the place to work
3. Lancashire will be the place to prosper
4. Lancashire will be the place to visit
5. Lancashire will be the place where everyone acts responsibly.

We have considered the Equality objectives when formulating this strategy to ensure that our ambitions meet our duty to eliminate discrimination, advance equality of opportunity and foster good relations between people (Community cohesion.)

In developing this strategy, we have considered the 4 investment principles from Arts Council England and the strategy will -

- be ambitious and committed to improving the quality of our library service.
- be inclusive and relevant and reflect the diversity of the local area
- be dynamic and able to respond to challenges of the next decade
- be environmentally responsible and lead the way in our approach to the climate emergency

Arts Council England identify libraries as the ***'the country's most widespread and well-used cultural spaces, sitting at the heart of communities and often providing the first point of access to cultural activity. They help to build stronger, happier communities, support social prescribing, develop readers and promote digital literacy.'***

This strategy has been developed to build on the success of the past, and to enable the service to respond to the future challenges and opportunities facing the people of Lancashire.

What do we do?

What we do is known as "our core offer." Our libraries will be the place of choice and will offer:

- Safe, accessible, welcoming, and creative spaces where our communities can connect, be active, take notice, learn, and share.
- Advice and guidance from knowledgeable, trained staff on a range of subjects from recommending reading materials to help getting online and signposting to local services.
- Free Wi-Fi and access to the internet.
- Free 24/7 access to our online library resources, including a range of books, digital resources, eBooks, and other materials.
- A request service.
- Support for children and families, through actively promoting health, learning and wellbeing initiatives.
- Affordable cultural activities and events for all ages.

Our Home Library Service will:

- Offer full access to the whole of the library service's books and audio-visual material.
- Provide a request service.
- Be provided free of charge if people are unable to get to a library building because of age, disability or ill health.

Our Mobile Library Service will provide:

- A service which serves Lancashire's more isolated communities.
- Full access to the whole of the library service's collections including books and audio-visual material suitable for all ages.
- A request service.

Our additional services provided include:

- The School Library Service which provides a paid-for service to schools in Lancashire and the unitary authorities of Blackpool and Blackburn.
- The Prison Library Service which serves all five of the prisons in Lancashire.

Our service and the national public library framework

Our core offer will be underpinned by the Universal Offers set out by Libraries Connected and partners, including Arts Council England and the Reading Agency, to keep our services relevant and accessible

The Universal Offers demonstrate the power of libraries to enrich the lives of individuals and their communities.

The Universal Offers also aim to ensure that all aspects of public library provision are accessible and therefore each offer is underpinned by the Vision and Print Impaired

People's Promise developed by Share the Vision and The Children's Promise developed by The Association of Senior Children's and Education Librarians (ASCEL).

The Universal Offers were launched in 2013 to demonstrate the power of public libraries to enrich the lives of individuals and their communities. Two of the offers (Reading, and Health and Wellbeing) are delivered in partnership with The Reading Agency.

The offers were reviewed with the public library sector and stakeholders in 2019 and relaunched to create a new streamlined and consistent framework. The framework will ensure that the offers remain central to our aim to support the core public library offer and to drive library innovation and development. The refreshed Universal Offers aim to connect communities, improve wellbeing and promote equality through learning, literacy, and cultural activity.



Our Vision, Purpose and Values Our Vision

Here at Lancashire County Council we are helping you to make Lancashire the best place to live, work, visit and prosper as well as being the place where everyone acts responsibly

- The above is the vision of Lancashire County Council and forms part of the county council's planning and performance framework. Lancashire libraries contribute to the vision through the goals and objectives that will be detailed in this strategy
- Libraries will provide connections to our communities which create a sense of place and help to celebrate Lancashire as a great county in which to live and work

The goals and objectives detailed in this strategy will help Lancashire libraries to deliver the vision of the County Council.

Lancashire libraries' vision is:

"A library service which is embedded and flourishing at the heart of Lancashire communities and community life and which makes a difference through reading, information, digital, health, learning and culture".

Libraries will become the venue of choice:

- Businesses and community groups will be encouraged to use our spaces for meetings, displays and exhibitions.
- People and families will experience high quality cultural and theatrical events and be able to come together as communities to learn about and celebrate our county's heritage.

Our Purpose

Enriching lives in Lancashire

- Libraries enrich people's lives across Lancashire on a daily basis by providing a vibrant and modern library service.
- We have a positive impact on people's lives, through the information we provide and the experiences we offer both virtually and face to face.
- Our purpose is to offer information, inspiration, and connectedness and to strive to create opportunities for all.

Lancashire libraries aim to provide access for everyone to quality resources, knowledgeable and customer-focused staff and a welcoming library space.

Our Values

Supportive	Innovative	Respectful	Collaborative
We will support our customers and colleagues, recognising their contributions and making the best of their strengths to enable our communities to flourish.	We will deliver the best services we possibly can. We are always looking for creative ways to do things better, putting the customer at the heart of our thinking and being ambitious and focused on how we can deliver the best services now and in the future.	We will treat colleagues, customers and partners with respect, listening to their views, empathising with them and valuing their diverse needs and perspectives. We aim to be fair, open, and honest in all that we do	We will listen to, engage with, learn from and work with colleagues, partners, and customers to help achieve the best outcomes for everyone.

Strategic Priorities - our goals

Lancashire libraries have identified four strategic priorities which will help to meet the County Council's vision of enriching lives in Lancashire.

1. Offering a community-focused library service, which is well resourced, accountable, and creative for everyone now and in the future.
2. Libraries first: ensuring that libraries are at the heart of delivering county council and community services, actively collaborating with partners for mutual benefit.
3. Resilient communities: use libraries to ensure that customers are healthier and have a better quality of life.
4. Innovative and sustainable libraries which are flexible and adaptable to respond quickly to changing circumstances.

Customer interactions and requirements of the library service are likely to continue during the period of this strategy so it is important that it provides the flexibility and ability to allow Lancashire libraries to respond appropriately to differing needs and opportunities.

Strategic Priority 1 - Offering a community-focused library service, which is well resourced, accountable, and creative for everyone now and in the future

Corporate priorities: Delivering better services; Supporting economic growth; Caring for the vulnerable

We will aim to raise awareness of library services and their benefits to ensure wider community engagement.

We will be ambitious and committed to improving the quality of our library service.

We will be inclusive and reflect the diversity of the local communities.

We will provide a high-quality library service, making good use of the Libraries Connected proposed accreditation scheme which will support service development and meet the needs of local communities.

By raising awareness and expanding the range of library services on offer we will increase the number of local people who benefit from the skills, resources and opportunities available in libraries to improve their quality of life and fulfil their potential through participation, creativity and learning.

Strategic Priority 2 - Libraries first: ensuring that libraries are at the heart of delivering county council and community services, actively collaborating with partners for mutual benefit

Corporate priorities: Supporting economic growth; Caring for the vulnerable

The National Libraries Taskforce has identified an ambition for council services and community partners to understand what libraries have to offer them and see them as their first choice to provide information, signposting, and services within local communities.

By demonstrating what libraries can offer to the county council and community partners we will increase opportunities for libraries to play a more central role delivering council services to communities across the county and nationally

We will make significant steps on our journey to be the partner of choice. The neutrality of our library services engenders trust in people and we are uniquely positioned in terms of customer engagement within our communities

We will put libraries at the heart of delivering council and community services

Strategic Priority 3 - Resilient communities: use libraries to ensure that customers are healthier and have a better quality of life

Corporate priorities: Supporting economic growth; Caring for the vulnerable

We will continue to create digital opportunities for all.

We will use our libraries to deliver a service that ensures customers are healthier, have a better quality of life and are resilient and well connected.

We will work with our learning partners to offer a wide range of courses which will support the citizens of Lancashire to obtain employment and provide them with the skills to grow and flourish in the workplace.

Strategic Priority 4 - Innovative and sustainable libraries which are flexible and adaptable to respond quickly to changing circumstances.

Corporate priorities: Protecting our environment; Supporting economic growth

We will be adaptable and innovative to future-proof our libraries. We will keep up to date with national and local trends as well as maintaining a good understanding of our local communities,

Lancashire libraries will be environmentally responsible and innovative in our approach to the climate emergency. Arts Council England recognises that cultural organisations lead the way in their approach to environmental responsibility and states "***The climate crisis and environmental degradation will be the most significant challenge facing all of us over the next decade and beyond***"

We will ensure that our workforce have the right blend of skills, competencies, attitudes, and behaviours to face the future with confidence. We will attract, retain, and develop talent from diverse backgrounds by providing opportunities which encourage young people into the workplace.

How we will measure our performance

We have established different ways of measuring our performance. Each year we will:

- Produce an operational plan and ensure that this strategy is delivered. We will create and review annual plans within the framework of this strategy. This will ensure that we deliver a service which is relevant to the individuals and communities of Lancashire.
- Produce an annual report.
- Measure against key performance Indicators for all areas of our strategy and which will be regularly reviewed.
- Benchmark performance against other local authorities.
- Monitor our services by using both data and the experiences of our communities.
- Monitor our financial budget.
- Review progress and make any additional actions needed to implement the strategy.

Background papers

This strategy has been informed by and supports the message and ambitions of the following key documents:

- The Department for Culture, Media and Sports (DCMS): Libraries Deliver: Ambition for Public Libraries in England in 2016-2021
- The Chartered Institute of Library and Information Professionals (CILIP): Public Library Skills Strategy 2017-2030
- A revised strategy for Lancashire's libraries 2017-21, LCC 2017
- DCMS strategic toolkit (<https://www.gov.uk/government/publications/longer-term-evidence-based-sustainable-planning-toolkit/longer-term-evidence-based-sustainable-planning-toolkit>)
- Public Library Service Accreditation: consultation and scoping. Libraries Connected, November 2020
- Our Vision for Lancashire, Lancashire County Council, 2019
- Let's create: Our Strategy 2020 – 2030, Arts Council England, 2020
- Our strategy for Libraries, Museums, Culture and Archives 2019 – 2024, LCC 2019
- [Equality Objectives](#) , Lancashire County Council, April 2020

Lancashire Museums Strategy 2022-25

Foreword

Our Museums provide a real insight into Lancashire's past, from castles and historic houses to original textile mills at Helmshore and Queen Street Burnley. With our comprehensive archives collection and highly skilled curators and conservators, supported by friends' groups, volunteers and partners, we can proudly boast a very strong cultural presence here in Lancashire.

This strategy builds on the previous strategy for libraries, museums, culture and archives covering 2019-24 and expands it to incorporate the County Council's recently adopted corporate priorities of delivering better services; protecting our environment; supporting economic growth; and caring for the vulnerable.

The vision for our museums within this framework is for a service to collect and preserve Lancashire's diverse heritage and to make it accessible to everyone through high quality cultural experiences.

County Councillor Peter Buckley
Cabinet Member for Community and Cultural Services

January 2022

Background and National Context

The 1964 Public Libraries and Museums Act and the 1972 Local Government Act extended the powers of local authorities to provide museums. However, museums are not a statutory service.

Following the reorganisation of County boundaries in 1974, the Lancashire County Museum Service was created to ensure the history and heritage of the post-1974 county was collected and interpreted for its citizens.

Initially based at the Library Service Headquarters, museum staff worked to collect material specifically relating to all aspects of the history and heritage of Lancashire with a particular emphasis on agricultural and rural life to reflect the make-up of the new Lancashire.

In 1984, the Museum Service moved to its present Museum Headquarters location on Stanley Street, part of the historically significant entrance area to Preston from the south. This venue contains the administrative, specialist services and core collection storage.

The Museum Service now administers a number museums and archaeological sites covering collections from a broad range of disciplines. Several historic houses and industrial buildings were transferred to the County Council as the industries they housed closed production and other buildings were no longer used. These included Judges' Lodgings and Helmshore Mills.

Lancashire County Council Museum Service is currently responsible for 8 sites which are listed buildings, 2 reserve collection stores and workshops and one site which is used for educational purposes. Two further sites contain museum collections of significance to Lancashire's heritage.

At a national level, Arts Council England – as part of its wide remit in the arts and culture sector- is the development agency for museums in England. It wants all museums to be sustainable, focused and trusted organisations, which offer their visitors a great experience.

Arts Council England manages the Museum Accreditation Scheme, which sets nationally agreed standards for museums in the UK that inspire the confidence of the public and funding and governing bodies. There are currently just under 1,800 museums participating in the scheme, demonstrating their commitment to managing collections effectively for the enjoyment and benefit of users.

Its 10-year strategy – Let's Create 2020-2030 - centres around three Outcomes, which it will work to deliver over the next decade:

1. **Creative People:** Everyone can develop and express creativity throughout their life.
2. **Cultural Communities:** Villages, towns and cities thrive through a collaborative approach to culture.
3. **A Creative and Cultural Country:** England's cultural sector is innovative, collaborative and international.

To achieve these, Arts Council England and the organisations and people it invests in will need to adapt, steered by four Investment Principles:

- **Ambition & Quality:** Cultural organisations are ambitious and committed to improving the quality of their work.
- **Inclusivity & Relevance:** England's diversity is fully reflected in the organisations and individuals that it supports and in the culture they produce.
- **Dynamism:** Cultural organisations can thrive and are better able to respond to the challenges of the next decade.
- **Environmental Responsibility:** Cultural organisations lead the way in their approach to the climate emergency.

The Lancashire Museum Service strategy will guide our development to ensure that we are a vibrant and modern service. We also understand that we need to have an in-depth understanding of our communities and audiences so that we can create museums that inspire.

In developing this strategy, we have considered the 4 investment principles from Arts Council England and the strategy will -

- be ambitious and committed to improving the quality of our museum service
- be inclusive and relevant and reflect the history and diversity of the local area
- be dynamic and able to respond to challenges of the next decade
- be environmentally responsible and lead the way in our approach to the climate emergency

This strategy has been developed to build on the success of the past and to enable the service to respond to the future challenges and opportunities facing the people of Lancashire.

What are we?

Clitheroe Castle Museum

With panoramic views across the Ribble Valley, Clitheroe Castle is perched above the town of Clitheroe where it has dominated the skyline for 800 years. The Keep is 12th century Norman and has Ancient Monument status. The museum is located in the former Steward's House, a Grade II listed building that was built in the 18th century to house the Steward of Clitheroe Castle. Owned by Ribble Valley Borough Council and operated by Lancashire County Council under a management agreement, the site is a major tourist attraction for the town and the Ribble Valley. The Museum tells the story of Clitheroe and surrounding local area using exhibits, touchscreen animations and oral history sound points. The galleries are fully accessible and there is a vibrant and visible family friendly offer of monthly themed hunts which drive repeat visitors to the museum. The Heritage Learning Team also provide several different educational sessions with over 5,000 pupils attending each year.

Gawthorpe Hall

This Jacobean historic house was built in 1605 by the Shuttleworth family and remained in their ownership until 1970 when it was gifted to the National Trust. The Hall and part of the grounds are managed by the Museums Service, under a 99-year lease, dated 30 May 1972. This was originally to allow use for adult education purposes, with Nelson and Colne College being the occupier. The Hall was transferred to the Museum Service in 1991, but the College continued to use some of the facilities until 1995.

The Hall is Grade 1 listed with stunning original interiors and with furniture and painting collections on display, Victorian renovations by Sir Charles Barry and decorative elements by Augustus Pugin. The Hall also houses Gawthorpe Textiles Collection (managed by a separate Trust still connected to the Shuttleworth family) and Burnley Football Club have access to their neighbouring training ground. Events are held throughout the year for families, special interest, groups and schools.

Helmshore Textile Mills Museum

Nestling side by side in the quiet village of Helmshore in the stunning Rossendale Valley are two original Lancashire textile mills, Higher Mill and Whitaker's Mill, together known as Helmshore Mills Textile Museum. Higher Mill was constructed in 1789 and Whitaker's Mill around 1828 by the Turner family, who were textile manufacturers from the Blackburn area.

While Higher Mill has always been a wool fulling mill, Whitaker's Mill for the first century of its existence alternated between working wool and cotton. By the mid-1920s, it was solely working recycled cotton. Commercial production ceased at Higher Mill in 1968 and at Whitaker's Mill in 1978.

The two mills were both preserved as they were on the days of their individual closures due to being acquired for the purpose of becoming heritage venues and museums. Higher Mill Trust was formed to take responsibility for the Higher Mill. The County Council acquired Whitaker's Mill upon its closure as well as taking responsibility for Higher Mill under a 99-year management agreement with the Higher Mill Trust from 1975. The swift action in preserving these sites resulted in protecting wonderful working in-situ original machinery, as well as extensive collections of national importance for future generations.

Judges' Lodgings

Built in the centre of Lancaster against the backdrop of Lancaster Castle and Lancaster Priory this elegant, Grade 1 building was home to Thomas Covell, Keeper of Lancaster Castle and notorious witch hunter. Between 1776 and 1975, the house became an impressive residence for judges visiting the Assize Court at the Castle. When use of the house by visiting judges ended in 1975, the County Council became the owner and the building was converted into a museum; featuring a museum of childhood, and the Gillow furniture collection.

Lancaster Castle

Steeped in almost 1000 years of history, the Castle is built on a commanding hilltop location which dominates the City of Lancaster. Owned by the monarchy for over 600 years, this impressive castle was used as a prison from the Middle Ages until 2011 and is still used as a court. The civil courtroom, known as the Shire Hall, is one of the most iconic rooms in the north of England and contains an impressive collection of heraldry spanning 800 years. There are over 650 shields on display representing the arms of every English monarch from Richard The Lionheart onwards, as well as those of all the Constables of Lancaster Castle and High Sheriffs of Lancashire. The County Council has leased the Shire Hall since the 1930s and the Museum Service is responsible for providing guided tours around the Castle.

Queen Street Mill Museum

The last operational steam-powered weaving mill in the world, Queen Street Mill is located just outside Burnley, a town once dominated by the textile industry. In its Victorian heyday, Queen Street Mill specialised in producing plain calico cloth. Visitors can see the machinery – a complete collection of national importance – preserved in full working order, including the Lancashire looms, boilers and a steam engine named Peace.

The Mill was producing cloth until its closure in 1982 when it was down to 440 looms, having originally been equipped with 900 and a further 366 added in the 'bottom shed'. It is now a perfect time capsule of Victorian manufacturing, bringing the past to life and telling the story of cotton cloth production as well as offering insights into local social history along the way.

Ribchester Roman Bathhouse

The bathhouse at Ribchester (known to the Romans as Bremetennacum) was built about AD 100. It was designed to serve the needs of the soldiers garrisoned in the nearby fort and later for the local civilian population until c245AD. Initially discovered in 1837, various excavations continued until 1978. The Museum Service holds the archaeological items discovered during excavation. Today, the remains of the ruined Bath house are visible and

there are information boards explaining the site. This is a free to access site, open dawn to dusk, and it is a key stopping off point for walkers as it sits on the route of on the Ribble Way Long-Distance Path.

Lancashire Conservation Studios & Collections

The Museum Service has maintained centralised specialised services and stores to support its operation across the County. Based in Preston in the original Territorial Army HQ building adjacent to the Museum of Lancashire, it houses our research collections. The Conservation & Collections Team is based across this site as it provides access to our collections and responds to public and organisational enquiries. Behind the Headquarters sites is the 1836 Church of St Mary's which was converted into the Lancashire Conservation Studios in 2007. This Grade 2 listed building houses the specialist conservation, technical and design service which supports both the County Council's museums and other museums, heritage bodies, and private individuals through the provision of practical, preventative conservation as well as workforce development and training for staff and volunteers. The building is open to the public via pre-booked tours and the Team undertakes a number of special events throughout the year.

Lancashire Heritage Learning Team

This team gives school pupils the opportunity to explore and appreciate Lancashire's rich heritage through access to our unique collections, stimulating sites and outreach.

We offer:

- Fascinating places to explore and real historical objects to see and touch.
- The chance to be inspired and encouraged to think creatively during one of our practical school sessions.
- Active participation in new and unique experiences with our programme of special events, which are based on a variety of themes and hosted by many of our sites throughout the year.
- Museum loan boxes to use in the classroom in order to enhance and complement learning sessions.
- Outreach learning programmes
- Risk assessed activities and trained staff with enhanced DBS certificates
- Teacher training and CPD programmes.
- Curriculum development

Other interests:

Scarisbrick Hall Collections

Scarisbrick Hall was remodelled by Augustus Pugin and is one of the finest examples of Neo Gothic architecture in the UK. It is in private ownership but, in December 1963, the County Council obtained a Building Preservation Order to stop the removal of internal fittings and works of art. Subsequently, on 3rd December 1965, a Purchase Order was served on the County Council and, in 1969, following payment of £5,500 a number of 16th & 17th Century works of art and complete panelled interiors became the property of the County Council. These works of art remain in situ and cannot be removed from the building.

Fleetwood Maritime Museum Collection

The Museum occupies the Old Custom House, which was designed by the important Victorian architect Decimus Burton. The collection is centred around the development of the new town of Fleetwood dating from 1840's and the history and operation of deep sea and inshore fishing industries.

In 2018 the operation of Fleetwood Museum transferred to the independent Fleetwood Museum Trust. However, the bulk of the collections displayed and stored at Fleetwood Museum are on loan to this Trust from the County Council.

Our Service and the Museums Partnership Framework

National museums are working to deliver recommendations from the Strategic Review of DCMS-Sponsored Museums (2017), which was published alongside the Mendoza Review. Here the particular focus is on enabling a more consistent approach to lending and borrowing between museums for the benefit of the whole museum sector. By seeking input from non-national museums and engaging widely with colleagues across the museum sector, we aim to develop a Framework that will enable more strategic, collaborative and impactful partnership working for the benefit of museums and audiences across the UK. The national museums will, through the National Museum Directors' Council (NMDC), work with the Department for Digital, Culture, Media and Sport, Arts Council England and the National Lottery Heritage Fund in building a new 'partnership framework' to extend their reach throughout England in a more strategic way. It is expected that this will be based on an assessment of museums' and audiences' needs informed by existing activity. It will cover areas that include: collections management, learning, working with audiences, digital, international, and commercial.

Our Vision, Purpose and Values

Our vision

Here at Lancashire County Council, we are helping you to make Lancashire the best place to live, work, visit and prosper as well as being the place where everyone acts responsibly.

- The above is the vision of Lancashire County Council and forms parts of the county council's planning and performance framework. The Museum Service contributes to the vision through the goals and objectives that will be detailed in this strategy
- Museums will provide connections to our communities and audiences, which will create a sense of place and help to celebrate Lancashire as a great county in which to live, work and visit

The goals and objectives detailed in this strategy will help Lancashire County Museum Service to deliver the vision of the County Council.

Lancashire County Museum Service’s vision is:

“To collect and preserve Lancashire’s diverse heritage and to make it accessible to everyone through high quality cultural experiences”.

Museums will become the venue of choice:

- Community groups and a wide range of businesses will be encouraged to use our spaces for meetings, displays and exhibitions
- People and families will experience high quality and a wide range of cultural and theatrical events and be able to come together as communities to learn about and celebrate and contribute to our county’s heritage

Our Purpose

Enriching lives in Lancashire

- Museums enrich people's lives across Lancashire by providing a vibrant, and modern museum service
- We have a positive impact on people's lives, through the information we provide and the experiences we offer both virtually and face to face
- Our purpose is to offer information, inspiration, and connectedness and to strive to create opportunities for all

The Museum Service aims to provide access for everyone to quality resources, knowledgeable and customer focused staff and welcoming museum spaces.

Our Values

Supportive	Innovative	Respectful	Collaborative
We support our customers and colleagues, recognising their contributions and making the best of their strengths to enable our communities to flourish	We deliver the best services we possibly can. We are always looking for creative ways to do things better, putting the customer at the heart of our thinking, and being ambitious and focused on how we can deliver the best services now and in the future	We treat colleagues, customers and partners with respect, listening to their views, empathising with them, and valuing their diverse needs and perspectives. We aim to be fair, open and honest in all that we do	We listen to, engage with, learn from and work with colleagues, partners, and customers to help achieve the best outcomes for everyone

Strategic Priorities - Our Goals

The Museum Service has identified 4 strategic priorities which will help it to meet the County Council's vision of enriching lives in Lancashire:

1. Engaging with all our customers and potential audiences by having a Museum Service which is well resourced, accountable, and creative for everyone now and in the future

2. Preserving Lancashire's memory by providing community access, building a sense of place and identity by actively collaborating with partners for mutual benefit
3. Support resilient communities – use museums to ensure that customers are healthier and have a better quality of life
4. Innovative and sustainable museums, which are flexible and adaptable to respond quickly to changing circumstances

The implications of COVID-19 mean that customer interactions and requirements of the Museum Service are likely to continue to change. This strategy provides the flexibility and opportunity to allow the Museum Service to respond appropriately to differing needs and opportunities.

Strategic Priority 1 - Engaging with all our customers and potential audiences by having a Museum Service which is well resourced, accountable, and creative for everyone now and in the future

Corporate priorities: Delivering better services; Caring for the vulnerable

We aim to raise awareness of museum services and their benefits to ensure wider community engagement.

We will be ambitious and committed to improving the quality--- of our museum service.

We will be inclusive and reflect the diversity of the local communities and our wider audiences.

We will provide a high-quality Museum Service in line with the standards of Arts Council England's Accreditation Scheme, which will support service development and meet the needs of local communities.

By raising awareness and expanding the range of museum services on offer, we will increase the number of local people who benefit from the skills, resources and opportunities available in museums and the heritage teams to improve their quality of life and fulfil their potential through participation, creativity and learning.

Strategic Priority 2 - Preserving Lancashire's memory by providing community access, building a sense of place and identity by actively collaborating with partners for mutual benefit

Corporate priorities: Delivering better services; Caring for the vulnerable

We will continue to use our museums to preserve Lancashire's memory.

We will build and maintain a sense of Lancashire's identity through the collection and preservation of physical and digital artefacts of the county's history.

We will place museums at the centre of a collaborative network of partners both within the County Council and the wider local and business communities, for mutual benefit,

encouraging and expanding existing networks with onsite partners, volunteers, friend's groups and Lancashire's thriving education sector.

We will ensure better access to our collections by improving and accelerating the digital recording of items and increasing historical and interpretive content on our website.

Strategic Priority 3 - Support resilient communities – use museums to ensure that customers are healthier and have a better quality of life

Corporate priorities: Delivering better services; Supporting economic growth

We will use our museums to deliver services that ensure customers are healthier, have a better quality of life and are resilient and well connected.

We will stimulate our customers' and our communities' mental wellbeing through our offer of venues, services and utilising our collections to help to build better resilience, overarching health and quality of life.

We will provide a range of learning opportunities allowing the people of Lancashire to realise personal and shared ambitions.

We will work with our partners to offer a wide range of opportunities, which will support the citizens of Lancashire to obtain employment and provide them with the skills to grow and flourish in the workplace.

Strategic Priority 4 - Innovative and sustainable museums, which are flexible and adaptable to respond quickly to changing circumstances and technologies

Corporate priorities: Delivering better services; Protecting our environment

We will be adaptable and innovative to future proof our museums and specialist heritage teams. We will keep up to date with national and local trends as well as maintaining a good understanding of our local communities and audiences.

The Museum Service will be environmentally responsible and innovative in our approach to the climate emergency. Arts Council England recognises that cultural organisations lead the way in their approach to environmental responsibility and states "*The climate crisis and environmental degradation will be the most significant challenge facing all of us over the next decade and beyond*"

We will ensure that our workforce have the right blend of skills, competencies, attitudes and behaviours to face the future with confidence. We will attract, retain and develop talent from diverse backgrounds by providing opportunities which encourage young people into the workplace.

We will endeavour to make each museum and heritage team as financially sustainability as possible.

We will use digital technology to provide better access to our collections for all and to widen the range of engagement and interpretation that we provide.

How we will measure our performance

We have established different ways of measuring our performance. Each year we will: -

- produce an operational plan and ensure that the strategy is delivered. We will create and review annual plans within the framework of this strategy. This will ensure that we deliver a service which is relevant to the individuals and communities of Lancashire
- contribute to the annual report for Cultural Services
- have key performance indicators for all areas of our strategy which are reviewed annually
- continue to benchmark all aspects of performance against other local authorities and the wider heritage sector
- monitor our services by using both data and the experiences of our communities and audiences in line with Arts Council England's Museum Accreditation Scheme
- measure our performance against our financial budget each year
- review progress and make any additional actions needed to implement the strategy

Background Documents

This strategy has been informed by and supports the message and ambitions of the following key documents:

- DCMS strategic toolkit (<https://www.gov.uk/government/publications/longer-term-evidence-based-sustainable-planning-toolkit/longer-term-evidence-based-sustainable-planning-toolkit>)
- Let's create: Our Strategy 2020 – 2030, Arts Council England, 2020
- Our strategy for Libraries, Museums, Culture and Archives 2019 – 2024, Lancashire County Council 2019

Report to the Cabinet

Meeting to be held on Thursday, 3 February 2022

Report of the Director of Public Health**Part I**

Electoral Division affected:
(All Divisions);

Corporate Priorities:
Delivering better services;

Annual Report of the Director of Public Health 2021-22

(Appendix 'A' refers)

Contact for further information:

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Brief Summary

Directors of Public Health in England have a statutory duty to write an Annual Public Health Report to demonstrate the state of health within their communities.

A copy of the annual public health report for 2021/22 is attached as Appendix 'A'.

The report highlights the state of our health and wellbeing in Lancashire and how the pandemic has impacted on our lives and livelihoods. The report also makes six high level recommendations to improve our health and reduce inequalities across Lancashire.

Recommendation

Cabinet is asked to:

- (i) Receive the annual report of the Director of Public Health 2021/22 and support the high-level recommendations contained within it.
- (ii) Recommend that Full Council considers and notes the report.

Detail

The report, attached as Appendix 'A', entails an analysis of key indicators of health outcomes and inequalities.

Some of the key findings in the report include:

Life expectancy in Lancashire has decreased overall in both the most and least deprived areas. Males living in the least deprived communities live 10.3 years longer than those in the most deprived, and the gap is 7.8 years for females.

Overall, comparing local indicators with England averages, the health and wellbeing of children in Lancashire is worse than England.

Providing face-to-face health visiting services has been a challenge during the lockdown. However, health assessments and reviews have still been undertaken with thousands of new mothers and babies being assessed.

The pandemic has had an impact on the mental health and wellbeing of young people as identified in the 2021 health needs assessment survey.

Lancashire's emissions have reduced by 32.7% between 2005 and 2019. Nationally, total emissions have reduced by 36%. This has been driven mainly by a large reduction in the amount of coal used for electricity generation.

Recent research has projected that the Lancashire economy could be increased by an estimated £8.2 billion if we improve the conditions that make up the wider definition of productivity.

The percentage of people who "often or always" felt lonely during the pandemic in Lancashire was reported to be 6.1% but for certain districts this figure was as high as 13.5%.

The six high level recommendations in the report include:

1. Adopt a health in all policies approach to reducing health inequalities across Lancashire.
2. Work more closely with wider system partners to support and improve how we do things, working alongside the voluntary, community, faith and social enterprise sector as more equal partners.
3. Harness the relationships and ways of working which have developed during the pandemic to improve the health and wellbeing of children and young people and reduce child health inequalities.
4. Align health and climate goals, working with partners and our communities to transition away from carbon and build resilient communities that are well adapted to respond to climate change.
5. Ensure all key interfacing strategies in Lancashire have a healthy ageing focus and to demonstrate commitment to healthy ageing by signing up as a co-signatory to the Public Health England Healthy Ageing Consensus statement.
6. Address low in-work productivity, as the biggest single contributor to Lancashire's productivity gap, through work-based health programmes, supportive workplace practices and closer working relationships with key agencies such as the Department for Work and Pensions.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

Under section 73B(5) & (6) of the 2006 Act, inserted by section 31 of the 2012 Health and Social Care Act, the Director of Public Health has a duty to write a report, and the authority's duty is to publish it.

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A

Towards a thriving Lancashire
Recovering our health and wellbeing

Public Health Annual Report 2021 - 2022

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Towards a thriving Lancashire

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Acknowledgements and Contributors

This report has been produced with the hard work and dedication of many individuals across Lancashire County Council and partner bodies.

I would like to acknowledge the immense work of the core editorial group who have made this report possible:

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Foreword by The Director of Public Health for Lancashire



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This year's public health report builds on the previous report entitled 'Investing in the health and wellbeing of Lancashire 2019-2020' published just before the Covid-19 pandemic began. The pandemic has shown how interlinked securing our health is with every other aspect of our lives and indeed the global economy. It has also shown that with the resolve of our communities across Lancashire, we have endured unprecedented restrictions to lives and relied on mutually protective behaviours in keeping Lancashire safe and well.

With the prospect of reducing levels of infections, thanks to the measures like handwashing, face masks, regular testing, and better ventilated spaces, along with increasing immunity achieved

through the vaccination programme, we are beginning to see the signs of how this pandemic will end. Whilst this could mark the beginning of the end of the immediate crisis, it also marks the end of the beginning of what looks like a long and significant road of recovery and reforms in Lancashire.

Whilst remaining hopeful, we must also act with humility that we are still in the middle of a pandemic and be honest in our appraisals of the health inequalities deepened during the last two years. Real world evidence tells us that approximately 20 per cent of a person's health is dependent on the healthcare services they receive. The other 80 per cent is accounted for by what is known as the social determinants of health. The World Health Organisation states that "the social conditions in which people are born, live, and work are the single most important determinant of good health or ill health, of a long and productive life, or a short and poor quality one. Social determinants of health include experience during the early years, education, working conditions, income, housing, communities and environment, and discrimination and exclusion".

Local government has a successful track record of making significant differences to the public's health by working with local communities to ensure that places continue to thrive. Most local government action happens with the close collaboration of other sectors such as the NHS, businesses and the voluntary, community, faith and social enterprises.

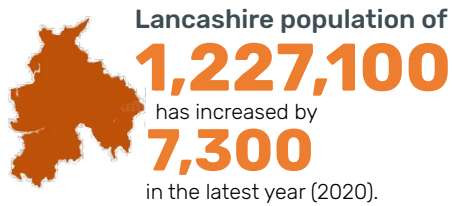
With a greater level of collaboration amongst the local government sector ahead in the form of a Greater Lancashire Plan along with the creation of Lancashire and South Cumbria Integrated Care System (ICS), we can make further and faster progress on social determinants of health in Lancashire and in pursuing a cross sector programme of work in reducing health inequalities.

This report describes the state of our health and wellbeing across Lancashire and how Covid-19 has impacted our lives and livelihoods. It aims to reframe our health as an asset in Lancashire rather than a liability and highlights the importance of our actions to develop a thriving and inclusive economy and addressing climate change as key determinants of our wellbeing. The report also makes high level recommendations to improve our outcomes and reducing inequalities.

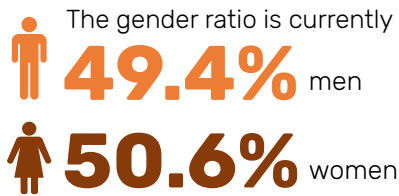
Whilst our team continues to respond to the threats to our health posed by the pandemic, we are also determined to recover key public health outcomes and support the reform of wider public services in reducing health inequalities. Our aim is to support Lancashire residents thrive well through better life chances. I look forward to working with you in developing Lancashire as a safer, fairer, and a healthier place for all.

Dr Sakthi Karunanithi
Director of Public Health
Lancashire County Council

1. Population at a Glance



But projected growth is below NW and England



Estimated ethnic breakdown of Lancashire's population (2019)

- White: Lancashire - **91%** (**89% White British**) England - **84%** (**79% White British**)
- Ethnic minority communities: **9%** compared to **16%** in England.
- Asian (**7%**) is the largest ethnic minority group (compared to **8%** in England)
- Pendle (**23%**) and Preston (**22%**) have the largest ethnic minority communities
- Burnley and Hyndburn have **14%** ethnic minority communities.
- Ribble Valley, West Lancashire and Wyre have a **2%** ethnic minority population. .



children aged **0-19** in Lancashire in 2020, an increase of **0.5%** on 2019.

The **%** of children living in low income households was **higher** than for England.

School readiness in Lancashire is **worse** than for England.

Lancashire Health Inequalities

The latest female life expectancy (LE) at birth in Lancashire (2018-20) was

82.0 years. This is **0.3** years **lower** than in 2017-19.

The latest male life expectancy (LE) at birth in Lancashire (2018-20) was

78.3 This is **0.3** years **lower** than in 2017-19

Lancashire Economy



£32.6 billion gross domestic product
£28.5 billion gross value added

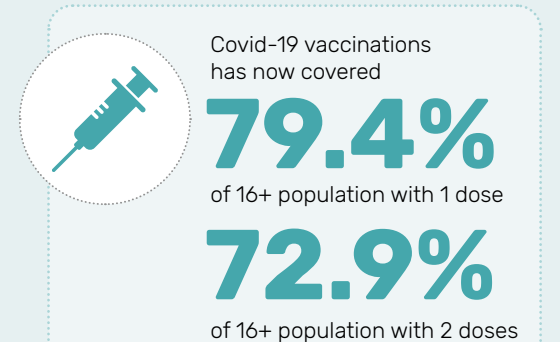
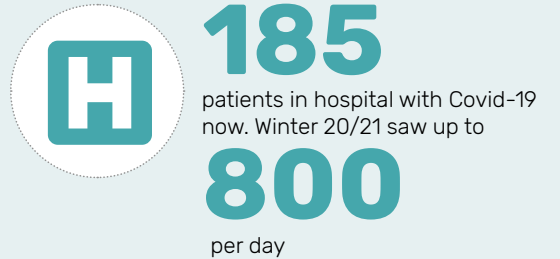
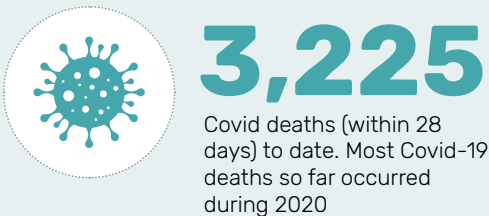
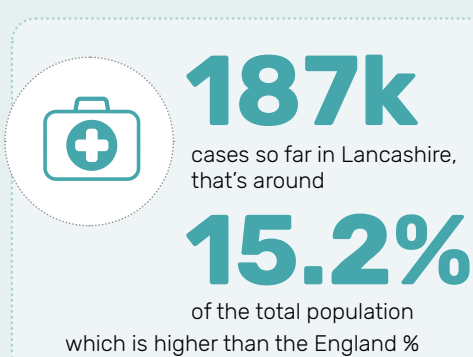
44,970 businesses

98% employ less than 50 people

Productivity

£31.60 per hour worked
11.5% below England's figure

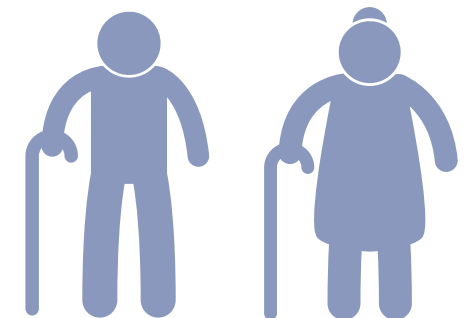
The Covid-19 Pandemic in Lancashire - 31 October 2021



Ageing Well in Lancashire

The Lancashire population aged **65+** was **255,637** in 2020.

The **65+** population has **increased** by **2,600** people between 2019 and 2020.

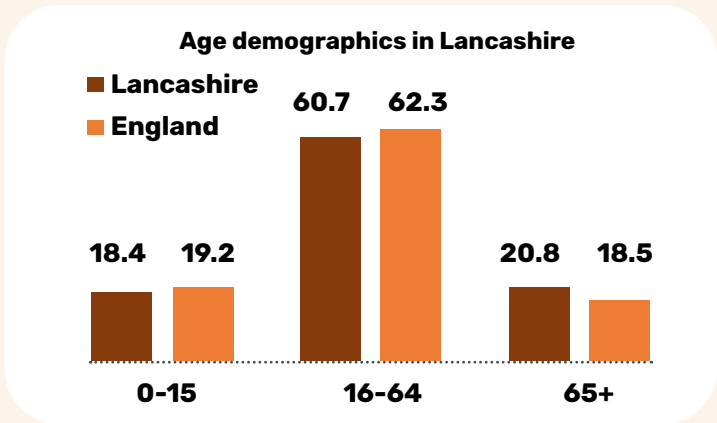


Known as the **old age dependency ratio**, Lancashire has only **2.9** working age people per older person, which is lower than England which has **3.7** working age people to one older person

Quality of Life

Healthy Ageing

Longer lives are one of society's greatest achievements but with over half of adults expected to be 50 or over by 2035, we must seize the opportunity to enable more people in later life to be **happy, healthy and active**.



Lancashire has a **higher %** of older people than the North West or indeed England.

Unpaid Carers

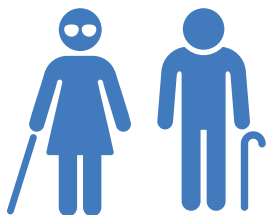
Becoming an **unpaid carer** in your 50s increases a person's chances of leaving the labour market for good, is associated with health problems and restricts social and leisure activities.

In 2020 there were an estimated

38,396

people in Lancashire over the age of **65** providing unpaid care to a partner, family member or other, by **2035** this number will have risen by an estimated **28%** to

49,219



Factors that contribute towards living a healthy life

Healthy Weight

Lancashire (**67.4%**) had a higher proportion of **adults classed as overweight or obese** than England. (**62.8%**) (2019/20)

Activity

In Lancashire (**23.9%**) the proportion of physically inactive adults was similar to the England value (**22.9%**) (2019/20)

Vaccinations

In 2019/20, **72.6%** of those in Lancashire aged **65+** had their **flu vaccination**. This was slightly higher than the England value (**72.4%**) but lower than the national **75%** target for this age group.



Healthier Years

Smoking

The percentage of adult smokers (**13.8%**) was similar to the North West (**14.5%**) and England value (**13.9%**) (2019)

Health Checks/Screening

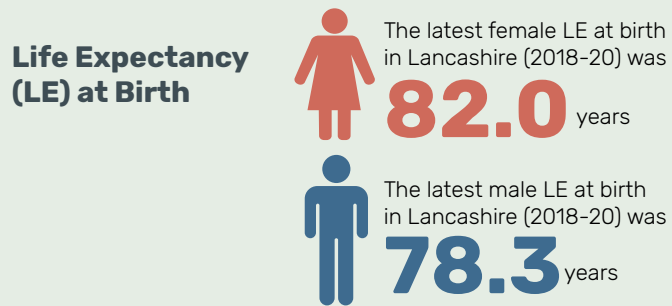
56.2% of the eligible population (age 40-74) in Lancashire had their **NHS Health Check** (2016/17-2021), which was better than the England average of **33.4%**. **Bowel cancer screening** coverage in Lancashire **increased** to **65.5%** and is higher than the England average of **63.8%**

2. Health Inequalities in Lancashire

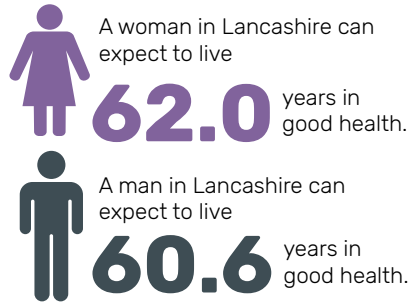
Life expectancy has decreased overall in both the most and least deprived areas. Males living in the least deprived communities live 10.3 years longer than those in the most deprived, and the gap is 7.8 years for females.

Life expectancy

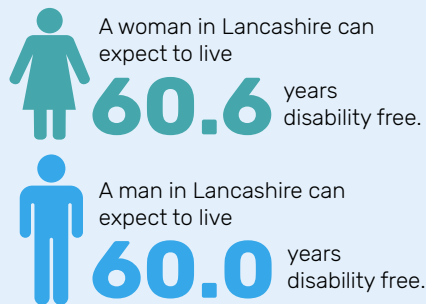
Where are we now?



Healthy Life Expectancy (HLE)



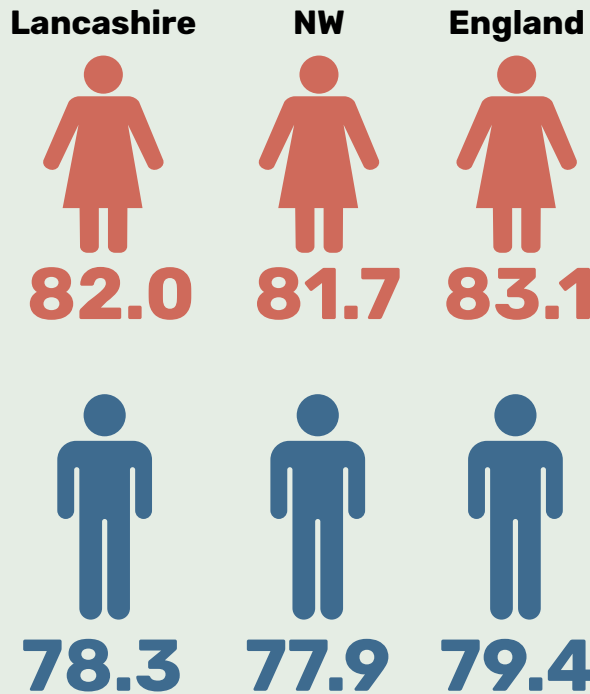
Disability Free Life Expectancy (DFLE)



How do we compare?

Life Expectancy (LE) at Birth

For both women and men, LE in Lancashire is just higher than the NW but **lower** than England.



Healthy Life Expectancy (HLE)

In Lancashire HLE is **similar to** the **North West**

61.7 Men 62.2 Women

and lower than **England** values for men and women

63.2 Men 63.5 Women

Disability Free Life Expectancy (DFLE)

For women DFLE is statistically similar to the England value of

61.2

but for men DFLE is **lower** than the England value of

62.7

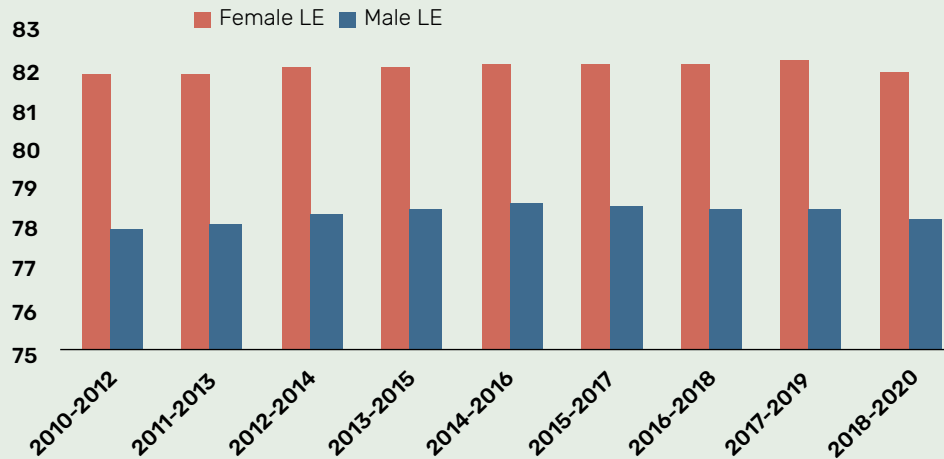
Lancashire Trends



Life Expectancy (LE)

LE has been gradually increasing but dropped in 2018-20

Life Expectancy (LE) at birth



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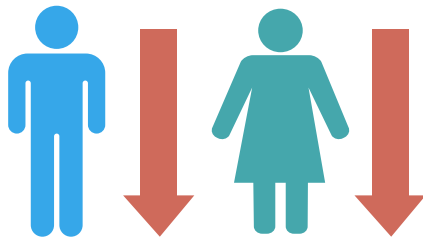
Healthy Life Expectancy (HLE)

Female HLE has fallen by 2.6 years in the latest period.

Healthy Life Expectancy (HLE)



Life expectancy is falling and falling faster in most deprived areas.



Inequality in life expectancy at birth for both **males** and **females** is in the



second worst quintile in England

Across Lancashire there is a wide variation in

male and female

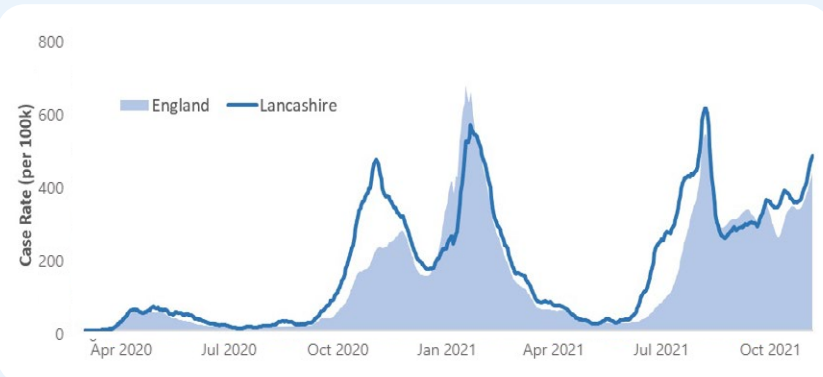
life expectancy. The **lowest** is in Burnley and **highest** is in the Ribble Valley.



2.1 Covid-19 Pandemic



Lancashire Covid-19 Cases over Time >187,000 cases recorded (Oct 2021)

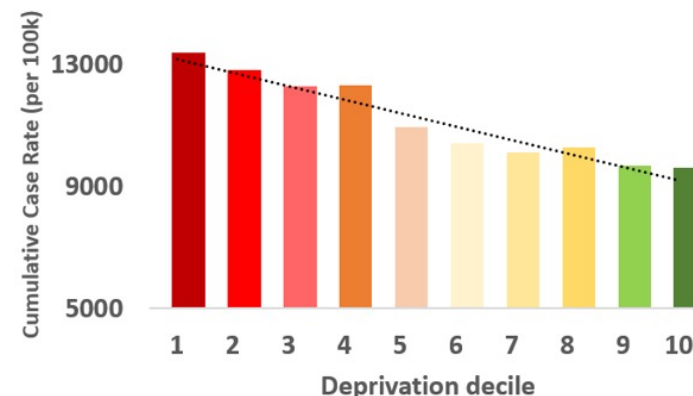


Lancashire cases rates are currently **higher than** England rates.

Lancashire was also often **ahead of the curve** experiencing case rises sooner than England.

Over **187,000** cases have been recorded so far in Lancashire (Data at 20 October 2021) although this is being closely monitored.

Lancashire Cases and Deprivation



The cumulative case rate (per 100k population) was higher for deprived decile areas and lower for **the least deprived** areas. The graph shows the relationship to August 2021.

However, during September and October 2021 cases have been more evenly distributed between deprivation deciles. This will be due in part to high child case numbers.

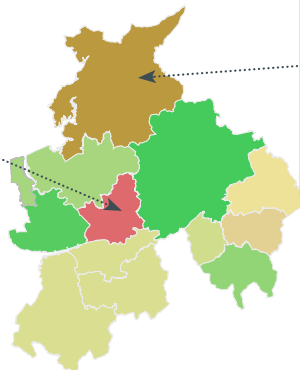
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Lancashire Cases at District Level

Cases were **not distributed** evenly around the districts. Cumulative cases as of 20 October 2021 are mapped below.

Preston had the most cases at:

24k



Lancaster had the 2nd highest number of cases at:

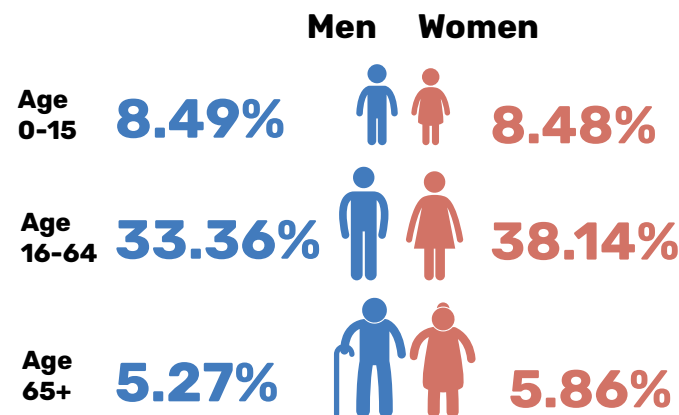
19k

Lancashire Covid-19 Cases and Age/Gender

71.5%

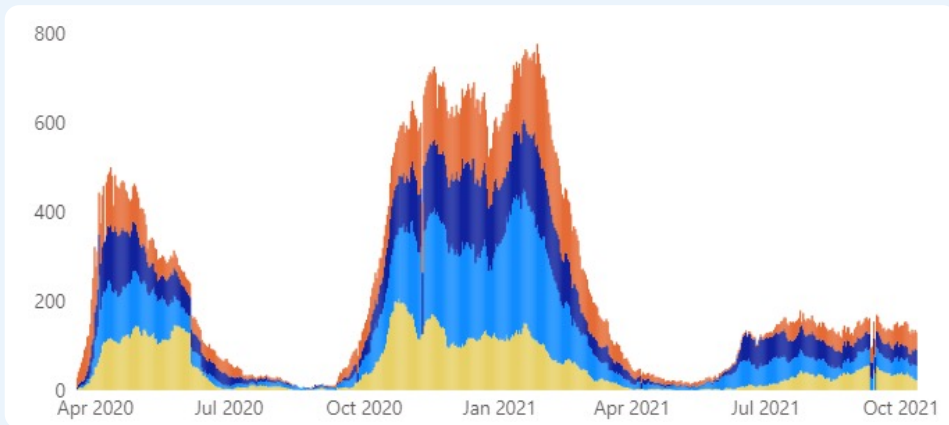
of cases were in the **working age population.**

The higher proportion of cases in women represents this larger population group, especially age 65+. For most, hospitalisation risk and/or death was small if baseline health was good and vaccination received.



Covid-19 Hospitalisations, Vaccination and Deaths

Lancashire Covid-19 Hospitalisations over Time



Winter 2020/21 saw most Covid-19 inpatients – with up to 800 in hospital daily (October 2020–January 2021).

Beyond this time the number of people admitted to hospital was lower. This reduction aligned with the widespread **vaccination roll out programme** and improved treatments for Covid-19.

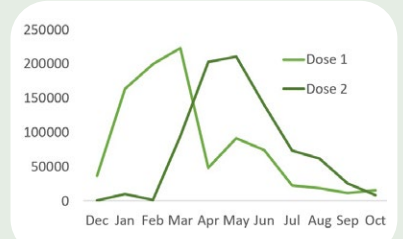
At the time of collating (Oct 2021) there were around 130 Covid-19 inpatients on any given day and patient numbers were fairly steady.

Lancashire Vaccination

Up to

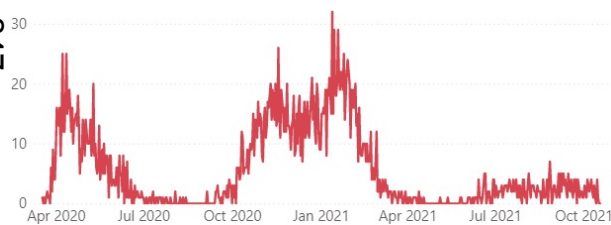
200k

doses were being administered per month during spring/summer 2021.



Lancashire Covid-19 Deaths

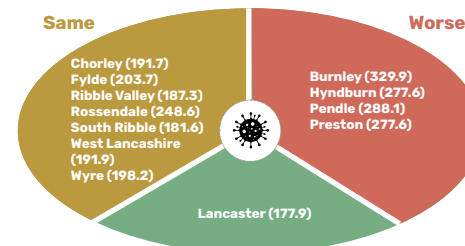
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Since the beginning of the pandemic to date (Oct 2021) there have been around **3,225 Lancashire deaths** within 28 days of a Covid-19 diagnosis: around 2,000 during the year 2020 and 1,200 so far during 2021.

The **winter period** – Nov 2020 to Feb 2021– accounted for almost half (**45.5%**) of Covid-19 deaths so far.

Covid-19 mortality rates varied by district, all districts EXCEPT Lancaster had mortality rates the same or worse than England during the period March 2020 – April 2021.



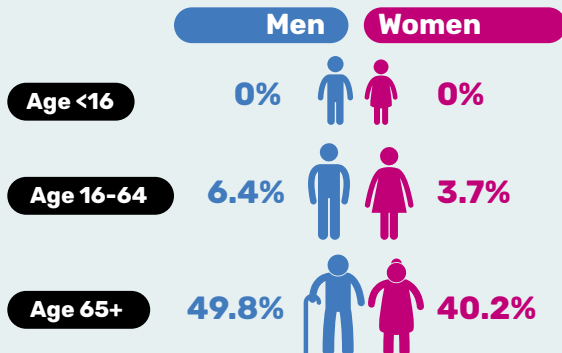
Districts with the worst rates = those with highest % of deprived areas.

For the two main ethnicities in Lancashire, White British, and Asian/Asian British, at October 2021, cumulative Covid-19 Case rates in Lancashire were:



Definitive quality assured data has not been published, so rates above were computed from case numbers and 2011 Census based population estimates.

Distribution of Covid-19 deaths by age and gender



Deaths in the **65+ age group** were highest. **Deaths in men were higher** than in women. Covid-19 mortality rate varied by district (right), and all except Lancaster were worse than England. Note: the districts with higher rates than England are also those highest % of deprived areas (data to Aug 21).

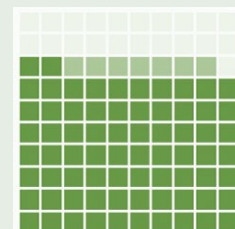
At late Oct 2021,

79.4%

of the adult Lancashire population (aged 12+) had been given their first dose vaccine.

72.9%

had also had their second.



The **'booster'** rollout has started, find more [data here](#)

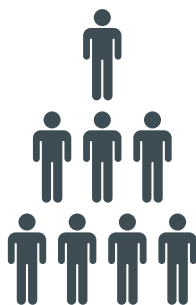
3. Early Years, Children and Young People

Child Inequalities – wider determinants

Analysis shows the number of children

aged 0 to 15

in Lancashire will peak in **2022** and then begin to decline.



In Lancashire (2020) there were

281,290 (22.9%)



children age 0-19. This is less than **23.6%** regionally and England

Children Looked after

The numbers of Children Looked after is significantly higher than the England average

83 per 10,000

in Lancashire compared to

67

 in England.

Trend shows the rate is

increasing and **getting worse.**



Children in absolute low-income families (under 16s) - remains significantly worse than the England average. The trend shows it **increasing** and **getting worse.**



School readiness



The percentage of children with free school meal status achieving a good level of development at the end of reception for Lancashire is **52.3%** and worse than the **56.5%** England average.



Children killed and seriously injured on roads in Lancashire is **33.8** per 100,000

which is **significantly worse** compared to



18.0 per 100,000 England average.



Children achieving a good level of development at the end of reception is significantly **worse** than the England average. Lancashire is **69.2%** compared to **71.8%** in England in 2018/19,

Child Health Inequalities

Overall, comparing local indicators with England averages, the health and wellbeing of children in Lancashire is worse than England.

Infant mortality

46

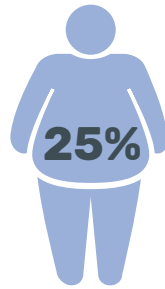
infants dying each year before the age of one - this is similar to **England** (2018-20)

368 (3.27%)

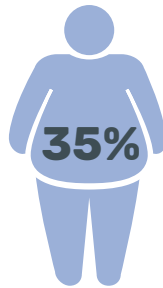
Live births at term with low birth weight are similar to the England rate.



Infant mortality rate is higher in the more deprived areas of the county.



of reception-aged children are overweight or **obese**, which is **worse** than England (2019/20)



of year six children, are overweight or obese (2019/20). This rate is similar to England but **increasing** and getting **worse**

Obesity levels in children have **increased** during the pandemic which is a major public health issue for children. This is likely to be caused by higher calorie intakes due to change in lifestyles and habits including buying more food and having more takeaways as well as reduced opportunities for sports and physical activity due to lockdown.



The rate of hospital admissions for **mental health conditions** for **under-18s** is

93.6 per 100,000

similar to England. This rate is **decreasing** and getting better (2019/20).



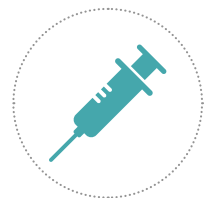
In 10-24 year olds, the rate of **hospital admissions** due to **self harm** is

482.7 per 100,000

This is worse than England (2019/20)

By age two,

89.4%



of children have had one dose of the measles, mumps and rubella vaccination (2020/21).

This is **worse** than the **90.3%** England average.

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12.1%



of women **smoke while pregnant**. This is worse than England (**9.6%**), but the trend is showing an **improving** picture (2020/21).

The teenage pregnancy rate (under-18)

387

girls becoming pregnant in a year (2019).



The trend shows no significant change. This is **worse than the England average**

Lancashire's teenage pregnancy rate was **20.3** per **1,000** females aged 15-17, compared to England's **15.7**

30.4%

of five-year-olds having visually obvious **dental decay** (2018/19). This is **worse** than **23.4%** England average



3.1 Impact of Covid-19 on Children

Providing face-to-face health visiting services has been a challenge during the lockdown. However, health assessments and reviews have still been undertaken with thousands of new mothers and babies being assessed.

Between April 2020 and March 2021

7,430 (66%)

mothers received an antenatal contact.

By July 2021 this has increased to **78%**

Between April 2019 and March 2020

9,496 (79%)

infants received a 6-8-week check compared to

7,440 (64%)

between April 2020 - March 2021 (This is **worse** than **80%** England average)

This has increased to **89%** by July 2021

Between April 2019 and March 2020

9,338 (78%)

mothers received a **birth visit by 14 days** compared to

10,001 (86%)

between **April 2020 - March 2021**

(This is **worse** than **88%** England average)

This has increased to **91%** by July 2021



Between April 2019 and March 2020

11,412 (92%)

infants received a **12-month review by 15 months** compared to

10,700 (85%)

between April 2020 - March 2021 (This is **better** than **76%** England average)

This has increased to **90%** by July 2021



Between April 2020 and March 2021

10,648 (83%)

of children received a **2-2.5 year review**. This is **better** than the England average (**71%**). This has increased to **84%** by July 2021.



What are our school age children telling us about their health needs?

The academic year 2020/21 was faced with many challenges, including a lockdown, school closures and children and young people isolating. This pandemic has had an impact on the mental health and wellbeing of young people as identified in the 2021 health needs assessment survey.

54% of year 9s **often or always feel angry**. This is more than the **49%** in 2019.

13% of year 9s often feel overwhelmed by daily problems and difficulties and cannot cope. This is higher than the **9%** in 2019.

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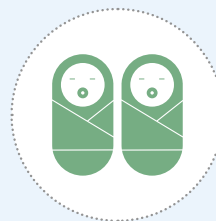
30% of year 9s often or always feel lonely. This is higher than the **22%** in 2019.

21% of year 9s **hardly ever or never feel hopeful** about their future which is higher than the **16%** in 2019.

19% of year 9s have deliberately hurt or harmed themselves. This is higher than the **15%** in 2019.

Actions

Population health – partnership working to deliver actions in the infant mortality action plan – **1001** critical days.



Breastfeeding advice and support available

Health visiting services, Children and Family Wellbeing Service and breastfeeding peer support were re-accredited with Baby Friendly Gold Standard in May 2021.

Free healthy start vitamins

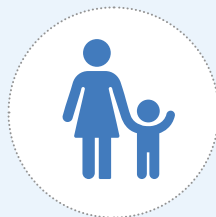
Free healthy start vitamins targeted at babies and families through the health visiting service.



Information and interventions to **reduce child deaths** from cosleeping and sudden infant deaths.

Universal provision of services

- All families to be offered 5 mandated visits.
- All schools to have access to a named school nurse.



Vision screening

Every child will be offered a vision screen in reception.



School readiness

- Implementation of the early years strategy.
- Early language identification measure (ELIM) to be introduced as part of the 2 ½ year assessment.

Oral health

- Free toothbrushes and toothpaste.
- Supervised toothbrushing.
- Development of an oral health strategy.



Mental health

- Support for perinatal and postnatal mental health.
- Building resilience in children
- Training and resources for education settings.

Child obesity

- Using a targeted approach to reduce childhood obesity through interventions supporting families and children to make healthier choices.



4. Communities and Place

During the Covid-19 pandemic local communities have demonstrated their collective collaboration and mobilisation of skills and assets through community hubs that have enabled some of the most vulnerable in society to be supported with essential needs and services.

Tackling Inequalities - Community Hubs and Community Support

District and city councils set up community hubs to provide support to vulnerable people due to their age, health factors or through self-isolation, working alongside their local voluntary, community, faith and social enterprise (VCFSE) sector. Existing and new community groups came together, to provide support and work with their communities.

This included help to access a wide range of support such as food, medicine and finance, as well as support required to manage their mental health and find ways to keep connected socially while being isolated at home. During the pandemic communities across Lancashire responded quickly to provide much needed practical and emotional support. Examples are to the right.

Lancashire Volunteer Partnership

NHS Vaccination Marshalling
Between 01/01/21 and 30/9/21

2,062 volunteers accepted

Community Social Befriending

Between 01/04/21 and 30/9/21

659 volunteers

District/City Council Hubs

Set up to offer support to

90,727

shielding people to ensure they were provided with food, medicine and practical support

Active Lancashire Challenge through Sport

Chit Chat WhatsApp group supporting those in substance misuse recovery and with poor mental health, ensuring

80 participants always had someone to talk to and participation in training or activities.

NHS Volunteer Responders

Providing vital support to communities including shopping, medication, telephone welfare. Over a 12-month period:

5,887 referrals were made.

4,635 people were helped,

15,177 volunteers signed up.

Volunteering and Community Support

Age UK Lancashire

Made **22,566**

home visits to deliver essential shopping, cleaning and practical support.

4,356

people supported to remain independent following discharge from hospital.

Home Start Central Lancashire

Supported over

230 families and over

650 children during the lockdown of 2020-21

Disability Equality

33,000 'safe and well' calls to up to

6,500 disabled clients and

1,335 PPE deliveries

and supported clients with over **300** discrimination claims related to compulsory face covering and 'hidden' disabilities.

Central Lancashire Age Concern

The charity delivered over

15,000 parcels containing food and dementia packs.

The team received over **2,000**

calls and made a further **12,127** to those isolating. Over **380** new volunteers signed up and supported delivering meals, which equated to over **9.8** tonnes of food.

Collaboration

Across the wider VCFSE sector we have seen an increase in the number of people volunteering and there has been recognition of the key role played by this sector in supporting our communities, such as:

Preston Wellfest

Successful mental health event delivering activities to address the inequality gap. 15 local organisations invited – providing stalls, activities, advice, information and workshops to improve mental health and wellbeing

Lancaster Food Poverty Alliance

Co-ordinating the distribution of food, including a project making frozen ready meals for those most vulnerable due to physical or mental ill health, or lack of cooking equipment. The project delivered to about 100 people every week over a six-month period. The alliance also launched their five-year action plan

Lancashire Food Networking Event

The first Lancashire Food Networking Event was held in July 2021. The event brought community food organisations across Lancashire, including statutory authorities and members of the VCFSE to share experiences of food insecurity throughout the pandemic. 26 organisations attended and further collaboration is scheduled.

Fleetwood Together

A collaboration with St Wulstan and St Edmunds Catholic parish, St Peter's C of E Parish, West View Community Centre, and other organisations successfully delivered food to 600 households, feeding up to 1,300-1,400 people

Mosques as Vaccine Centres

As part of support delivering the Covid-19 vaccines to targeted groups, two mosques in Burnley became local vaccination centres and delivered over 600 first and second doses. Brierfield community centre aligned with a local mosque to provide a further 200 doses.

West Preston Methodist Church: @Home Café

Set up to provide holistic support to vulnerable individuals, addressing physical, mental, emotional/social, and spiritual needs. Over 50 people have engaged with one or more activities, and this holistic approach to wellbeing is a fantastic example of what faith groups have to offer by working in partnership.

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Actions – some of the many projects that received funding support

Lancashire Community Food Grant Scheme

During 2020/21 **grants were awarded** to 45 community food organisations with grants totalling **£42,053** to support projects that provide emergency food and tackle food insecurity to those most in need..



Community Foundation for Lancashire – Red Rose Responding Fund

A total of **£125,446** has been awarded over 27 **grants for mental health support projects**. The fund continues and will distribute grants again early in 2022-23. As a consequence, Fylde Coast Women's Aid provided free advice and support to individuals experiencing domestic abuse, stalking and child sexual exploitation. Peer support, drop-in sessions, and recovery support for up to 65 women, included emotional, psychological and practical support.



Wesley's Larder & Café (Community Hub Funding)

A project supplying low-cost wholesome meals and providing PPE. It delivered **70+ Christmas dinners to vulnerable people**, and supported schools links to the New Roots programme to support asylum seekers with language classes, food and accommodation.



Fylde Coast Women's Aid (Community Hub Funding)

Provided free advice and support to individuals who are experiencing domestic abuse, stalking and child sexual exploitation. Funds went towards an outreach post to providing peer support, drop in sessions, and to map a unique tailored recovery pathway for a group of between **60-65 women**, to include **emotional, psychological and practical support** eg. safety planning, identifying coping mechanisms, parenting and improving financial capability.



5. Environment and Climate

Our environment underpins all aspects of our daily lives. The Covid-19 pandemic has highlighted the interconnected nature of our health and the health of the planet. From the origins of disease to greater vulnerability resulting from social inequality, poor air quality and other environmental factors.



Climate Change

The World Health Organisation has declared climate change the single biggest health threat facing humanity. The UK government has set a commitment to be Net Zero by 2050 to meet global commitments to limit temperature rise. However, past emissions means that significant climate impacts are inevitable.



Average **annual temperatures** in the North West are already around **1.5°C higher in the 21st century** compared with the end of the 19th century.

Lancashire's climate is projected to be **significantly warmer by the 2080s** with a **20-30% increase in winter rainfall** and a **20-40% decrease in summer rainfall**.

There is likely to be **significant increase in rainfall** intensity and frequency of very heavy rainfall, leading to more frequent river flooding.

The effects are already being felt. There have been a **number of major wildfires on our moorlands** and more frequent weather events such as Storm Dennis in 2020. In 2015 Storm Desmond left around **5,200 homes flooded** and more than **43,000 homes without power** across Lancashire and Cumbria.

Experiencing loss and damage from extreme weather can increase the chance of facing **mental health problems by 50%**. Many residents that have been flooded live with the issues caused at least two years after the event.



Emissions

In 2019 Lancashire's carbon emissions were

7.4 million tonnes.

The **transport sector** is the largest source making up

35% of emissions, 

followed by **industry** and **commercial sectors** combined

31% and the **domestic sector** **25%**

- Lancashire's emissions have reduced by **32.7%** between 2005 and 2019. Nationally, total emissions have reduced by **36%**. This has been driven mainly by a large reduction in the amount of coal used for electricity generation.
- The rate of reduction has levelled in recent years. There is a huge challenge to meet **net zero** ambitions which will require changes to the way electricity is generated, how people travel, how land is used and how buildings are heated.

Inequality



As the pandemic has demonstrated, communities that are already disadvantaged are among the most vulnerable to the effects of systemic shocks and extreme events, and climate change has the potential to widen existing health inequalities.

Older people are at most risk of extremes of heat and cold; lower income groups are disproportionately impacted by extreme weather by virtue of living in poorer quality housing in vulnerable locations and are less likely to be able to modify their homes to adapt to climate change.

Health equity needs to be at the heart of climate action to ensure that costs are not unfairly borne by people on low incomes, who often bear least responsibility for the emissions that cause climate change.

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Impact of Covid-19 on the Environment



The Covid-19 pandemic and the resulting restrictions imposed have provided some

positive impacts on the environment, including lower emissions, improved air and water quality, reduced noise pollution and, in some cases, wildlife restoration. There has been an unprecedented impact on transport patterns, both in terms of the modes of transport we use and how frequently and far we travel.

Nationally, carbon dioxide emissions have estimated to

have **fallen** by **10.7%** in 2020 from 2019, primarily due to the large reduction in the use of road transport during the nationwide lockdowns and the reduction in business activity. However, as activity continues to resume any benefit is likely to be short-lived, and unlikely to have any significant impact on meeting longer-term emission targets.

There are opportunities to build on beneficial changes seen during the pandemic in how we live, work, produce, consume and travel, and the way our communities have mobilised to provide help and support to those in need.

Co-benefits of Health and Climate Action



Action to mitigate and adapt to climate change can have lasting health improvements. From cleaner air, warmer and more energy-efficient homes, increased physical activity, more access to greenspace, improved mental health and creating well adapted, resilient communities.

There is a close relationship between **carbon emissions and air pollution**. There are 19 air quality management areas in Lancashire, designated due to poor air quality caused by vehicle emissions. Whilst levels of nitrogen oxides and particulates are below national air quality objectives, there is no evidence of a safe level of exposure below which there is no risk of adverse health effects.

The percentage of **adults walking and cycling for travel** at least three days a week is worse than the England average at just **11.9%** and **1.6%** respectively. Most commuter journeys are made by private vehicles (**69%**), just **7%** are by public transport with **13%** walking or cycling. Creating a modal shift away from private car and towards more active forms of travel as well as public transport can reduce emissions and improve physical activity.

Fuel poverty in Lancashire is higher than the England average. Much of the county's housing is old with poor insulation linked to high emissions and poor health outcomes. Greening Lancashire's housing stock will have multiple benefits.

Access to parks, woodlands and greenspaces became increasingly important during the pandemic. Nature can play a huge role in improving health and wellbeing, as well as providing opportunities for carbon capture, flood management and reducing urban heat.

Community action is often driven by a motivation to **improve places, the local environment and quality of life**. Mobilised communities can play a leading role in both the mitigation of, and adaptation to, climate change.

6. Economy and Health

Put simply, there is no wealth without health. For Lancashire to thrive and be the best location for economic growth, it needs to invest in the health and wellbeing of its working age population and its future workforce. This will ultimately lead to its enduring economic prosperity.

Recent research has projected that the Lancashire economy could be increased by an estimated **£8.2 billion** if we improve the conditions that make up the wider definition of productivity. This includes our working age population, skills, employment, the digital economy, sickness levels, economic inactivity, commuting, transport, housing, innovation, and research. Poor health accounts for about a sixth of this gap. Improving these would see Lancashire and its workforce flourish.

The place, where we are born and live, matters. This is because everything is connected: the social and economic conditions we are born into, our communities, learning and employment opportunities – all affect health throughout life as well as across generations. Increased inequalities in health are not just a problem for the NHS, they are a problem for everyone. Lancashire's growth needs to be inclusive and fair. Reversing this trend will have a beneficial impact on productivity and economic opportunities for Lancashire.

Keeping people in work and reducing ill-health-related absences and loss of productivity is a priority. Being absent from work places significant cost on both employees and employers as well as the economy.

Mental Health Matters - In Lancashire,

there are **146,611**

adults (aged 18+ years) with a **confirmed diagnosis of depression**, accounting for **15.0%** of the total 18+ registered population. This is higher than the England prevalence of 12.3%. Work can also be a common cause of stress and mental health problems, with **15.9 million days** in the UK being lost in 2020 to work-related stress and anxiety.

If wider productivity matched the English average, about **£8.2 billion**

would be added to Lancashire's economy. Poor health accounts for approximately a sixth of this amount

£1.3 billion. 



Physical Health Matters - Disease of the musculoskeletal system and connective tissue accounted for

13.6% (5,084)

of the total Employment and Support Allowance claims in Lancashire (**England = 12.6%, NW = 12.8%**).

Inclusion Matters - Linked to mental wellbeing is **social isolation** where previous evidence in the report, Hidden from View, confirms the **link to unemployment and social exclusion.**

Education and Lifelong learning – Improvements in attainment and development of training offers would help individuals, businesses, organisations and the Lancashire economy flourish.

Of the **economically active population** aged **16 to 64** in Lancashire,

29.2% have low or no qualifications

(England = **22.5%**), whilst **33.8%** have a degree or equivalent and above (England = **40.1%**).

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Recognising that where we live influences our health.
A warm and dry home can improve health outcomes, for example improved respiratory conditions. Where we live can lead to poor physical health, influence mental health and wellbeing as well as educational attainment.

The latest **fuel poverty statistics** from winter 2019 indicated that

13.7%

of households (**71,822**) were fuel poor in Lancashire (England = 13.4%). Six Lancashire areas were in the top third of the national fuel poverty rankings.

In England, in 2019

23%

of dwellings in the private rented sector failed to meet the Decent Homes Standard. This is higher than the proportion for owner occupied homes (**16%**) and the social rented sector (**12%**).

In 2020, the **house price to earnings ratio** for Lancashire was **5.42**

(North West = **5.72**, England = **7.84**). Within Lancashire, ratios range from **3.75** to **6.66** times earnings. Burnley (**3.75**) had the fourth lowest ratio in England and Wales. Pendle (**4.25**) and Hyndburn (**4.33**) also had low ratios, whilst Ribbles Valley (**6.66**), West Lancashire (**6.20**) and Wyre (**6.04**) had the highest ratios locally.

Opportunities for change

Work is a critical determinant of good health and a flourishing economy. Unemployment is associated with an increased risk of illness and reduced life expectancy. There are inequalities in employment rates between those that have good health and those that have a health condition or disability.

In February 2021, the number of people claiming working age '**Out of Work**' benefits in Lancashire totalled

112,069 people

or **15.0%** of the working age population. (England = **14.3%**). Burnley (**23.4%**), Hyndburn (**21.2%**), Pendle (**18.1%**), Preston (**16.9%**), Rossendale (**15.9%**) and Wyre (**15.3%**) were in the highest third of the England rankings.

In 2021, the **residence-based median gross weekly earnings** for Lancashire was **£465.00**

some **£44.30 (8.7%)** lower than England (**£509.30**). Nine of the twelve Lancashire areas had estimates that were between **7.5%** and **21.7%** below the England figure.

Impact of Covid-19



The pandemic has had an impact on Lancashire's economy in terms of output, employers, employment, education and people receiving support.

As a result of the initial Covid-19 lockdown Claimant Count numbers almost doubled, rising from

23,000 people in March 2020 to

45,690 people in May 2020

Figures have reduced in 2021 and as at October 2021, the numbers were

12,470 (27.3%)

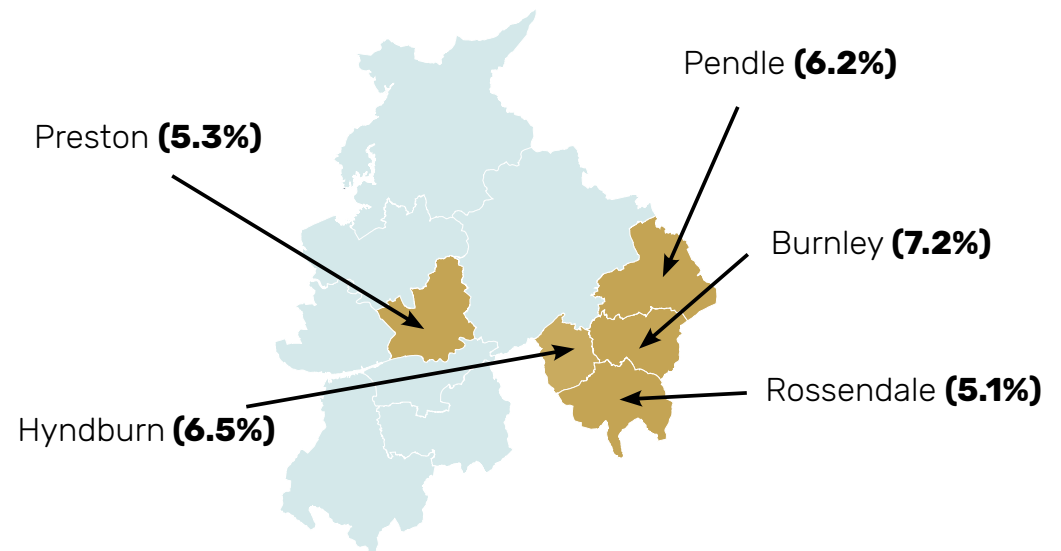
lower than the initial May 2020 peak.

As at September 2021, the number of people on **Universal Credit** in Lancashire was

106,557 or **75.9%**

higher than March 2020.

The Lancashire average hides inequalities at the district level



Burnley (7.2), Hyndburn (6.5), Pendle (6.2), Preston (5.3) and Rossendale (5.1) have high Claimant Count proportions (**England = 4.9%**). The majority of these are in the east of the county. Proportions in the rest of the county range from **4.0%** in Wyre to **2.1%** in Ribble Valley.

Between March 2020 and June 2021, employment has fallen from

559,300 to **542,800**

Between June 2020 and 2021, the number of self-employed people has fallen from

94,500 to **73,700**



Those people previously **furloughed** are likely to have lost income and some may have lost their job.

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Some of the **self-employed** or those in precarious employment **may have lost income or their livelihoods.**

Employers may be managing **economic challenges**, complex business decisions and their workforce.



Health is an essential asset for Lancashire to thrive

Good quality jobs are of critical importance for reducing health inequalities. The prospect of access to local employment through educational attainment and the opportunity to learn and develop in-work are important. So too is support for flexible working to enable a balance of work and family life.



The prospects for Lancashire are now more exciting than ever. Among the many developments in Lancashire, the establishment of the National Cyber Security Centre at Sarnesbury is predicted to create thousands of high-quality jobs in the county by 2030 and bring in £5 billion of investment. The proposed Eden-style project on Morecambe seafront will also provide a huge boost to the local economy, attracting thousands of visitors and employing more than 400 people.



Lancashire's health sector and key anchor institutions are growing. The development of skills and capability to enable local recruitment and retention is supported by our world-class higher educational institutions, which attract innovation and developments of new technology into the heart of our economy. They inspire our youth and working age population to grow and flourish.



Putting health at the centre of policy development and working in partnership, Lancashire will invest in its communities to provide adaptable and affordable new housing, sustainable, connected town centre regeneration programmes and spatial plans that support enduring economic productivity and inclusive prosperity.



7. Healthy Ageing

Longer lives are one of society's greatest achievements but with over half of adults nationally expected to be 50 or over by 2035, we must seize the opportunity to enable more people in later life to be happy, healthy and active, and to use their skills, knowledge and experience to benefit the wider community. Currently, too many people spend a significant proportion of their later life in poor health, or managing a disability that could have been prevented, and there are huge inequalities in healthy and disability-free life expectancy across the country. These years spent in ill health are not inevitable, and many of the factors that cause people to age differently can be prevented or the impact mitigated through public health interventions.

Population Health

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Lancashire has a population of **1,227,076** of which **690,149** are 20-64 (56.2%) and **255,637** (20.8%) are aged 65 and over.

The impact of the rising prevalence of dementia, loneliness and the number of those caring for ill family members is substantial. In Lancashire the recorded prevalence of dementia (**4.22%**) in ages **65+** is higher than the England average (**3.97%**)

Estimates suggest that there are

17,607

65+ persons living **with dementia** in Lancashire, of which **63%** are female, and this is projected to increase to

19,567 by 2025.

Becoming an **unpaid carer** in your 50s increases a person's chances of leaving the labour market for good, and is associated with health problems and restricts social and leisure activities.



Many working age adults and older people care for **ill family members** and nationally the possibility of becoming an unpaid carer increases up to **age 64** with people in the **50-64** age range being the most likely to have an elderly parent to care for.

The number of **over-50s** experiencing **loneliness** is set to reach **two million** nationally by 2025/6. Loneliness increases the risk of death by **26%** and is on a par with health risks such as smoking and obesity. Related to this an estimated **32.1% (82,000 people)** of Lancashire's population aged 65 and over live alone and this is similar to the England value of **32.2%**.

The percentage of 65 and over population living alone in Lancashire is projected to increase to just over **108,000** by 2035.

By 2040, Lancashire's population aged 65 and over is estimated to increase by **35%** compared to England's **38%** increase.

The rate of growth in population **aged 65** and over varies across the region with areas like the Ribble Valley and Fylde projected to nearly double by 2040.

Inequalities



Public Health England recently published a national productive healthy ageing profile tool which provides data and further information on a wide range of topics relevant to our health as we age. There is a broad range of indicators, not only in terms of life expectancy related figures but also indicators related to quality of life, lifestyle, disease prevalence, CVD risk reduction and cancer screening programmes. There is also a comparison between how we compare to both the North West region and England as a whole.

In 2020 there were an estimated **38,396 (15.0%)** people in Lancashire **aged 65 and over** providing unpaid care to a partner, family member or other person. This is higher than the England figure of **14.1%**, and by 2035 this number in Lancashire will have risen by an estimated

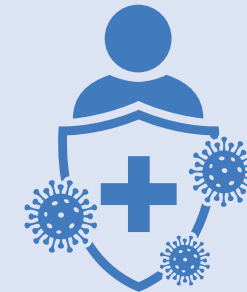
28% to **49,219**



Impact of Covid-19

The recently published **Wider Impacts of Covid-19 on Health (WICH)** monitoring tool is designed to explore the indirect effects of the Covid-19 pandemic on the population's health and wellbeing and has particularly highlighted that:

Loneliness has also been exacerbated during the pandemic when lockdown restrictions and shielding requirements led to a decline in not just physical activity but also an adverse impact on both social isolation and mental health and wellbeing. The percentage of people who "often or always" felt lonely during the pandemic in Lancashire was reported to be **6.1%** but for certain districts this figure was as high as **13.5%**.



Older people have been more likely to be in the **shielded** or moderate risk category for Covid-19 and

together with the risk of death from **Covid-19** increasing with age, two thirds of older people are living with multiple long term conditions.

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The pandemic has added a wide range of challenges for working age adults such as **childcare, home schooling, care for vulnerable relatives and ensuring adequate food and housing.**



Older people have greater health and social care needs, especially during their last years of life. In addition, older people are at significantly higher risk of developing dementia. People with a dementia diagnosis have been disproportionately impacted by Covid-19

27% of people who died with Covid-19 from March to June 2020 had **dementia**.

82% reported a deterioration in their symptoms during the pandemic.

It is estimated that the impact on the provision of dementia diagnosis services has been significant which in part also helps explain the total number of patients aged over 65 with a recorded dementia diagnosis having fallen by a little under **10%** on a national basis compared to pre-Covid levels though this is now slowly rising again

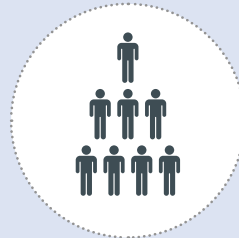
8. High-Level Recommendations

This report makes six high-level recommendations for a call to action to work towards a thriving Lancashire.



Health in all policies approach

Adopt a health in all policies approach to reducing health inequalities across Lancashire.



Communities and place

Work more closely with wider system partners to support and improve how we do things, working alongside the voluntary, community, faith and social enterprise (VCFSE) sector as more equal partners.

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Early years, children and young people

Harness the relationships and ways of working which have developed during the pandemic to improve the health and wellbeing of children and young people and reduce child health inequalities



Environment and climate

Align health and climate goals, working with partners and our communities to transition away from carbon and build resilient communities that are well adapted to respond to climate change.



Healthy Ageing

Ensure all key interfacing strategies in Lancashire have a healthy ageing focus and to demonstrate commitment to healthy ageing by signing up as a co-signatory to the PHE Healthy Ageing Consensus statement.

Economy and Health

Address low in-work productivity, as the biggest single contributor to Lancashire's productivity gap, through work-based health programmes, supportive workplace practices and closer working relationships with key agencies such as DWP.



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Healthy Ageing

Population health

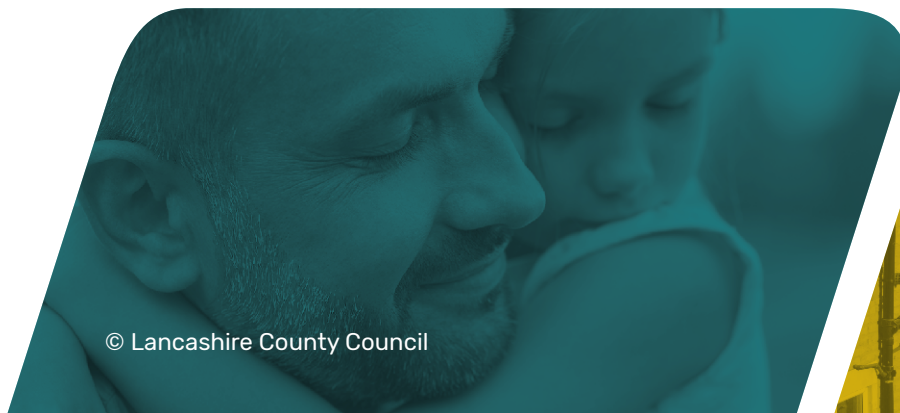
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More information is available at
www.lancashire.gov.uk/council/strategies-policies-plans/public-health



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