

Full Council

Thursday, 24th February, 2022 at 1.00 pm in the Council Chamber, County Hall, Preston

Agenda

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1. **Apologies and Announcements**
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A. Matters for Decision

4. **Confirmation of the Minutes from the Meeting held on 16 December 2021 and from the Extraordinary General Meeting held on 24 January 2022** (Pages 3 - 18)
5. **Report of the Cabinet (Part A) - Annual Report of the Director of Public Health 2021-22** (Pages 19 - 56)
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7. **Localism Act 2011 - Pay Policy Statement 2022/23** (Pages 81 - 116)
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9. **Urgent Business**

An item of urgent business may only be considered under this heading where, by reason of special circumstances to be recorded in the Minutes, the Chairman 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.

B. Matters for Information

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Angie Ridgwell
Chief Executive and
Director of Resources

County Hall
Preston

15 February 2022

Agenda Item 3

Questions submitted under Standing Order B28

No.	To be asked by:	Question:	For answer by (Cabinet Member):
1.	CC Salter	Given concerns about the pressures on and decline in wildlife in the UK, and the welcome new biodiversity duties in the Environment Act 2021, can the Cabinet Member for Environment and Climate Change set out how the County Council plans to help the recovery of nature in Lancashire?	CC Turner

Minutes

At a meeting of the Full Council held at Council Chamber, County Hall, Preston, on Thursday, 16th December, 2021

Present:

County Councillor Barrie Yates (Chairman)

County Councillors

T Aldridge	H Hartley	E Pope
A Ali OBE	C Haythornthwaite	J Rear
N Aziz	N Hennessy	P Rigby
R Bailey	S Hind	Rigby
L Beavers	A Hindle	A Riggott
J Berry	S Holgate	M Salter
P Buckley	A Hosker	A Schofield
J Burrows	D Howarth	S Serridge
A Cheetham	T Hurn	J Shedwick
S Clarke	M Iqbal MBE	J R Singleton JP
M Clifford	S Jones	S Smith
J Couperthwaite	A Kay	K Snape
L Cox	H Khan	R Swarbrick
A Cullens	N Khan	M Tomlinson
F De Molfetta	E Lewis	C Towneley
G Dowding	S Malik	S Turner
C Edwards	M Maxwell-Scott	A Vincent
A Fewings	J Mein	D Westley
J Fillis	G Mirfin	S Whittam
A Gardiner	S C Morris	P Williamson
J Gibson	D O'Toole	R Woollam
G Gooch	J Oakes	
M Green	M Pattison	

1. Apologies and Announcements

Apologies for absence were received from County Councillor Matthew Brown.

County Councillor John Potter joined the meeting virtually.

County Councillors Usman Arif, Tim Ashton, Samara Barnes, Peter Britcliffe, Alf Clempson, Lizzi Collinge, M Dad BEM JP, M Goulthorp, K Iddon, Y Motala, J Parr, L Pate, J Purcell and Ash Sutcliffe were subject to pairing arrangements and were not present.

Announcements

Deaths

The Chairman reported the recent deaths of former County Councillor Tim Ormrod, who sadly passed away on Friday 22 October 2021, and former County Councillor Tom Sharratt, who sadly passed away on Sunday 7 November 2021.

The Council observed a one-minute silence.

2. Disclosure of Pecuniary and Non-Pecuniary Interests

Name of County Councillor	Agenda Item Number(s)	Nature of Interest (non-pecuniary unless stated)
S Rigby	6	I am currently the Interim Chair of Healthwatch Lancashire
J Gibson	Notice of Motion 4	I am a Board member of a voluntary organisation called Network for Europe which is currently working with other organisations to look at bidding to the fund when it is eventually rolled out.

3. Question Time

It was noted that Question 1, submitted by County Councillor Tim Ashton, had been withdrawn.

County Councillors Scott Smith and Gina Dowding asked their respective questions as follows:

No.	Question From	Subject	For Answer By
2.	County Councillor Scott Smith	Lancashire County Council's Net Zero Pledge	Cabinet Member for Environment and Climate Change
3.	County Councillor Gina Dowding	South Lancaster Growth Catalyst – Sustainable Transport Infrastructure	Cabinet Member for Highways and Transport

County Councillor Shaun Turner, Cabinet Member for Environment and Climate Change; and County Councillor Charles Edwards, Cabinet Member for Highways and Transport, replied respectively.

4. Confirmation of the Minutes from the Meeting held on 14 October 2021

Resolved: - That the Minutes of the Meeting held on 14 October 2021 be confirmed and signed by the Chairman.

5. Report of the Cabinet (Part A) - Local Member Grants

County Councillor Phillippa Williamson moved a report asking Full Council to consider the recommendations of the Cabinet in respect of the Local Member Grant Scheme.

Resolved: - That:

- (i) The Local Member Grant Scheme, as set out at Appendix 'A' to the Cabinet report, now presented, be approved.
- (ii) Each member be allocated a full year budget of £2,000 for grant within their division, with a pro-rata amount of £500 for the period January to March 2022, as set out at Appendix 'A' to the Cabinet report, now presented.
- (iii) Appropriate officer support be put in place to ensure the effective administration of Local Member Grants, as set out at Appendix 'A' to the Cabinet report, now presented.

6. Report of the Cabinet (Part A) - Health and Wellbeing Board Revised Terms of Reference

County Councillor Michael Green moved a report asking Full Council to consider the recommendations of Cabinet in respect of the Terms of Reference of the Health and Wellbeing Board.

Resolved: - That the proposed changes to the membership of the Health and Wellbeing Board, as set out at Appendix 'A' to the Cabinet report, now presented, be approved.

7. Report of the Audit, Risk and Governance Committee - Appointment of External Auditors

County Councillor Alan Schofield moved a report asking Full Council to consider the recommendations of the Audit, Risk and Governance Committee in relation to the appointment of external auditors.

Resolved: - That:

- (i) The recommendations of the Audit, Risk and Governance Committee, as set out at Appendix 'A' to the report, now presented, be noted.
- (ii) Public Sector Audit Appointments Limited be recommissioned to act as the appointing person for the appointment of an external auditor for Lancashire County Council and Lancashire County Pension Fund for the

five financial years commencing 1 April 2023, as set out at Appendix 'A' to the report, now presented.

8. Appointment of a New Employer Representative on the Lancashire Local Pension Board

County Councillor Eddie Pope moved a report asking Full Council to consider the recommendations of the Pension Fund Committee in relation to the appointment of a new employer representative on the Lancashire Local Pension Board.

Resolved: - That the appointment of Glyn Peach, Chief Digital Officer, Lancashire County Council, as the new Lancashire County Council employer representative on the Lancashire Local Pension Board to replace Tony Pounder, Director of Adult Services, with effect from 19 January 2022, as set out in the report, now presented, be approved.

9. Urgent Business

There was no urgent business to be considered.

10. Report of the Cabinet (Part B)

County Councillor Phillippa Williamson moved the report of the Cabinet from its meetings on 7 October 2021, 4 November 2021, and 2 December 2021, together with details of urgent Key Decisions taken since the last meeting of Full Council.

Resolved: - That the report of the Cabinet, now presented, be noted.

11(a) The Urgency Committee

County Councillor Phillippa Williamson moved the report of the Urgency Committee setting out details of a decision taken by the Director of Corporate Services (Monitoring Officer), under the county council's urgent business procedure on behalf of the Urgency Committee.

Resolved: - That the report of the Urgency Committee, now presented, be noted.

11(b) The Audit, Risk and Governance Committee

County Councillor Alan Schofield moved the report of the Audit, Risk and Governance Committee from its meeting on 18 October 2021.

Resolved: - That the report of the Audit, Risk and Governance Committee, now presented, be noted.

11(c) The Employment Committee

County Councillor Phillippa Williamson moved the report of the Employment Committee from its meeting on 8 November 2021.

Resolved: - That the report of the Employment Committee, now presented, be noted.

11(d) The Pension Fund Committee

County Councillor Eddie Pope moved the report of the Pension Fund Committee from its meeting on 26 November 2021.

Resolved: - That the report of the Pension Fund Committee, now presented, be noted.

11(e) The Overview and Scrutiny Committees

County Councillor David O'Toole moved the report of the Overview and Scrutiny Committees from their meetings as follows:

Education and Children's Services Scrutiny Committee - 5 October 2021 and 9 November 2021

Health Scrutiny Committee - 16 November 2021

Internal Scrutiny Committee - 12 November 2021

Resolved: - That the report of the Overview and Scrutiny Committees, now presented, be noted.

12. To consider Notices of Motion Submitted under Standing Order B36

1. It was moved by County Councillor Noordad Aziz and seconded by County Councillor Mohammed Iqbal that:

Council notes the concerning rise in the recreational use of Nitrous Oxide across Lancashire. Every district has seen a massive rise in the discarded canisters used to contain this cheap and highly dangerous drug.

Council resolves to write to the Government asking for an urgent review into the regulation and licensing of this product.

The following friendly amendment was proposed by County Councillor Peter Buckley in accordance with Standing Order B42:

Council notes the concerning rise in the recreational use of Nitrous Oxide across Lancashire. Every district has seen a massive rise in the discarded canisters used to contain this cheap and highly dangerous drug.

Whilst Lancashire Trading Standards recently spearheaded a campaign to raise awareness of the harm of taking nitrous oxide ('laughing gas') and to offer supporting information to parents, the risks are all too clear and heavy regular

use can have a long-term impact on health including possible anaemia and nerve damage.

Council welcomes the letter the Home Secretary sent on 3rd September 2021 to the Chair of the Advisory Council on the Misuse of Drugs (ACMD) requesting an updated assessment of the health and social harms of nitrous oxide and, following the assessment, advice on whether nitrous oxide should be controlled under the Misuse of Drugs Act 1971.

Council therefore resolves to ask the Chief Executive to write to the Home Secretary for an update to the ACMD assessment and review into the regulation and licensing of this product.

The friendly amendment was accepted by County Councillor Aziz and became the substantive motion.

The substantive motion, as amended by County Councillor Buckley's friendly amendment, was then put to the vote and was CARRIED. It was therefore:

Resolved: - That:

Council notes the concerning rise in the recreational use of Nitrous Oxide across Lancashire. Every district has seen a massive rise in the discarded canisters used to contain this cheap and highly dangerous drug.

Whilst Lancashire Trading Standards recently spearheaded a campaign to raise awareness of the harm of taking nitrous oxide ('laughing gas') and to offer supporting information to parents, the risks are all too clear and heavy regular use can have a long-term impact on health including possible anaemia and nerve damage.

Council welcomes the letter the Home Secretary sent on 3rd September 2021 to the Chair of the Advisory Council on the Misuse of Drugs (ACMD) requesting an updated assessment of the health and social harms of nitrous oxide and, following the assessment, advice on whether nitrous oxide should be controlled under the Misuse of Drugs Act 1971.

Council therefore resolves to ask the Chief Executive to write to the Home Secretary for an update to the ACMD assessment and review into the regulation and licensing of this product.

2. It was moved by County Councillor Lorraine Beavers and seconded by County Councillor Jackie Oakes that:

The 'Our Streets Now' campaign demands the right of women, girls and marginalised genders to be safe in public spaces. Lancashire County Council resolves:

- (i) To fully support and Promote the Our Streets Now campaign to make street harassment a crime and encourage all elected members and residents to sign the petition.
- (ii) Encourage schools, academies and colleges in Lancashire to each develop a clear policy on tackling harassment, separate to their bullying policy.
- (iii) Urge our schools, academies and colleges to include education around public sexual harassment as part of their PSHE education using the framework, free resources and lesson plans from 'Our Schools Now' (the sister campaign of 'Our Streets Now').

The following friendly amendment was proposed by County Councillor Jayne Rear in accordance with Standing Order B42:

Organisations and groups such as 'Our Streets Now', 'Safe Spaces Now' from UN Women UK and Action Aid's 'Safe Cities for Women' campaign for the rights of women, girls and marginalised individuals to be safe in our public spaces.

Violence against women and girls is an awful reality for many, and horrific crimes such as sexual assault have devastating consequences.

The Home Office have recently announced the Safety of Women at Night Fund which will award up to £5 million to 22 organisations focused on improving the safety of women and girls at night. This builds on the £25 million Safer Streets funding which included a range of interventions including educational programmes to raise awareness, more streetlights and extra CCTV.

Nevertheless, we must use every possible tool at our disposal to ensure that people feel safe at night when walking home, using transport or enjoying a night out with friends.

Lancashire County Council therefore resolves:

- (i) To welcome all campaigns that seek to make our streets safer, sexual harassment a crime and encourage elected members and residents to support our police and security services in their efforts to make our public places as safe as possible.
- (ii) To encourage schools and colleges in Lancashire to undertake a full revision of their policies on tackling harassment.
- (iii) To update the school's portal with appropriate educational resources for schools and colleges that wish to include public sexual harassment as part of their PSHE education.

The friendly amendment was accepted by County Councillor Beavers and became the substantive motion.

The substantive motion, as amended by County Councillor Rear's friendly amendment, was then put to the vote and was CARRIED. It was therefore:

Resolved: - That:

Organisations and groups such as 'Our Streets Now', 'Safe Spaces Now' from UN Women UK and Action Aid's 'Safe Cities for Women' campaign for the rights of women, girls and marginalised individuals to be safe in our public spaces.

Violence against women and girls is an awful reality for many, and horrific crimes such as sexual assault have devastating consequences.

The Home Office have recently announced the Safety of Women at Night Fund which will award up to £5 million to 22 organisations focused on improving the safety of women and girls at night. This builds on the £25 million Safer Streets funding which included a range of interventions including educational programmes to raise awareness, more streetlights and extra CCTV.

Nevertheless, we must use every possible tool at our disposal to ensure that people feel safe at night when walking home, using transport or enjoying a night out with friends.

Lancashire County Council therefore resolves:

- (i) To welcome all campaigns that seek to make our streets safer, sexual harassment a crime and encourage elected members and residents to support our police and security services in their efforts to make our public places as safe as possible.
- (ii) To encourage schools and colleges in Lancashire to undertake a full revision of their policies on tackling harassment.
- (iii) To update the school's portal with appropriate educational resources for schools and colleges that wish to include public sexual harassment as part of their PSHE education.

3. It was moved by County Councillor Alan Cullens and seconded by County Councillor Scott Smith that:

This council has previously declared a commitment to achieving Carbon Net Zero by 2030. The United Nations Framework Convention on Climate Change runs a global campaign called the Race to Zero which encourages businesses, cities, regions and investors to show leadership and support for a cleaner, healthier zero carbon recovery - one that prevents future threats, creates decent jobs and unlocks sustainable growth.

The campaign requires stakeholders outside of national governments to sign a net zero pledge before planning the actions required, implementing them and then regularly publishing their progress against the targets in their plan.

This council supports this campaign and resolves that the Cabinet Member for Environment and Climate Change signs the Race to Zero pledge on behalf of the County Council.

The following friendly amendment was proposed by County Councillor Gina Dowding in accordance with Standing Order B42:

Add at the end:

"publishes this council's plan on how it will achieve this goal and writes to Lancashire's other key organisations to encourage them to also sign the pledge".

The friendly amendment was accepted by County Councillor Cullens and became the substantive motion.

The substantive motion, as amended by County Councillor Dowding's friendly amendment, was then put to the vote and was CARRIED. It was therefore:

Resolved: - That:

This council has previously declared a commitment to achieving Carbon Net Zero by 2030. The United Nations Framework Convention on Climate Change runs a global campaign called the Race to Zero which encourages businesses, cities, regions and investors to show leadership and support for a cleaner, healthier zero carbon recovery - one that prevents future threats, creates decent jobs and unlocks sustainable growth.

The campaign requires stakeholders outside of national governments to sign a net zero pledge before planning the actions required, implementing them and then regularly publishing their progress against the targets in their plan.

This council supports this campaign and resolves that the Cabinet Member for Environment and Climate Change signs the Race to Zero pledge on behalf of the County Council and publishes this council's plan on how it will achieve this goal and writes to Lancashire's other key organisations to encourage them to also sign the pledge.

1. It was moved by County Councillor Azhar Ali and seconded by County Councillor Erica Lewis that:

In the recent Spending Review, the Chancellor made the announcement of the Shared Prosperity Fund, the replacement for EU structural funds. Despite a commitment to match EU funding levels – which were around £2.5 billion a year once match funding is included – just £0.4 billion has been allocated for 2022/3 rising to £1.5 billion in 2024/25.

Economic Development in Lancashire has benefitted massively from the injection of EU funds during the lifetime of the programmes and whilst the recent announcement is welcome, it in no way makes up for the loss of funding.

Council therefore resolves to write to the Right Honourable Rishi Sunak, MP, Chancellor of the Exchequer, to ask for his assurance that:

- Lancashire will receive its fair share of these replacement funds.
- Further replacement funding will be made available to make up for the shortfall.

The following friendly amendment was proposed by County Councillor Aidy Riggott in accordance with Standing Order B42:

In the recent Spending Review, the Chancellor, the Rt Hon Rishi Sunak MP, made the announcement of the Shared Prosperity Fund a total of £2.6 billion focused on helping people into jobs and get on in life across the UK. He also announced further significant funding awards for Lancashire as part of the Government's Levelling Up agenda, notably £20m to support the expansion of the University of Central Lancashire's Burnley campus and a £6.5m investment in three theatres in Colne Town Centre.

Economic Development in Lancashire has benefitted massively from the injection of these and other funds during the lifetime of the various programmes, and the recent Community Renewal Fund award is most welcome.

Council therefore resolves to write to the Right Honourable Rishi Sunak, MP, Chancellor of the Exchequer, and Rt Hon Michael Gove MP, Secretary of State for Levelling Up, Housing and Communities, to thank them for these recent awards and to seek their assurance that:

- Lancashire will receive its fair share of UK Shared Prosperity Funds.
- Lancashire will remain central to the Government's Levelling Up agenda.
- Lancashire will remain under consideration for all future funding initiatives to help support this Council's recently adopted corporate priority of Supporting Economic Growth.

The friendly amendment was accepted by County Councillor Ali and became the substantive motion.

The substantive motion, as amended by County Councillor Riggott's friendly amendment, was then put to the vote and was CARRIED. It was therefore:

Resolved: - That:

In the recent Spending Review, the Chancellor, the Rt Hon Rishi Sunak MP, made the announcement of the Shared Prosperity Fund a total of £2.6 billion focused on helping people into jobs and get on in life across the UK. He also announced further significant funding awards for Lancashire as part of the Government's Levelling Up agenda, notably £20m to support the expansion of the University of Central Lancashire's Burnley campus and a £6.5m investment in three theatres in Colne Town Centre.

Economic Development in Lancashire has benefitted massively from the injection of these and other funds during the lifetime of the various programmes, and the recent Community Renewal Fund award is most welcome.

Council therefore resolves to write to the Right Honourable Rishi Sunak, MP, Chancellor of the Exchequer, and Rt Hon Michael Gove MP, Secretary of State for Levelling Up, Housing and Communities, to thank them for these recent awards and to seek their assurance that:

- Lancashire will receive its fair share of UK Shared Prosperity Funds.
- Lancashire will remain central to the Governments Levelling Up agenda.
- Lancashire will remain under consideration for all future funding initiatives to help support this Council's recently adopted corporate priority of Supporting Economic Growth.

Angie Ridgwell
Chief Executive and Director
of Resources

County Hall
Preston

Minutes

At an Extraordinary General Meeting of the Full Council held at Council Chamber, County Hall, Preston, on Monday, 24th January, 2022

Present:

County Councillor Barrie Yates (Chairman)

County Councillors

T Aldridge	A Fewings	M Pattison
U Arif	J Fillis	E Pope
T Ashton	A Gardiner	J Purcell
N Aziz	G Gooch	J Rear
R Bailey	M Goulthorp	P Rigby
L Beavers	M Green	S Rigby
J Berry	C Haythornthwaite	A Riggott
P Britcliffe	S Hind	M Salter
M Brown	A Hindle	A Schofield
P Buckley	S Holgate	S Serridge
J Burrows	D Howarth	J Shedwick
A Cheetham	T Hurn	J R Singleton JP
S Clarke	K Iddon	S Smith
A Clempson	S Jones	K Snape
M Clifford	A Kay	A Sutcliffe
L Collinge	H Khan	R Swarbrick
J Couperthwaite	S Malik	C Towneley
L Cox	M Maxwell-Scott	S Turner
A Cullens	J Mein	A Vincent
M Dad BEM JP	G Mirfin	D Westley
F De Molfetta	S C Morris	S Whittam
G Dowding	J Oakes	P Williamson
C Edwards	J Parr	R Woollam

1. Apologies and Announcements

Apologies for absence were received from County Councillors Barnes, Hartley, Hennessy, Hosker, Iqbal, O'Toole, Potter and Tomlinson.

County Councillors Ali, Gibson, N Khan, Lewis, Motala and Pate, joined the meeting virtually.

Announcements

Deaths

The Chairman reported the recent death of former County Councillor Terry Brown, who sadly passed away on Thursday 13 January 2022.

The Council observed a one-minute silence.

2. Disclosure of Pecuniary and Non-Pecuniary Interests

Name of County Councillor	Agenda Item Number(s)	Nature of Interest (non-pecuniary unless stated)
P Britcliffe	3	Borough Councillor
P Buckley	3	Wife is Leader of Fylde Borough Council
A Cheetham	3	Borough Councillor
A Gardiner	3	Borough Councillor
M Goulthorp	3	Deputy Leader of Pendle Borough Council
M Green	3	Borough Councillor
C Haythornthwaite	3	Borough Councillor
T Hurn	3	Borough Councillor
K Iddon	3	Borough Councillor
A Kay	3	Borough Councillor
G Mirfin	3	Borough Councillor
S Morris	3	Borough Councillor
J Purcell	3	Borough Councillor
J Singleton	3	Borough Councillor
A Sutcliffe	3	Borough Councillor
S Turner	3	Borough Councillor
C Towneley	3	Borough Councillor
A Vincent	3	Borough Councillor
D Westley	3	Borough Councillor
S Whittam	3	Borough Councillor
R Woollam	3	Borough Councillor
B Yates	3	Borough Councillor

3. Our New Deal for a Greater Lancashire

County Councillor Phillippa Williamson moved a report which provided Full Council with an update on work undertaken towards development of strengthened joint working, a long-term strategic plan and a County Deal for the Lancashire area and which sought agreement to progress this work.

The following amendment was moved by County Councillor Lorraine Beavers:

- (i) Note the outline "Our New Deal for a Greater Lancashire" at Appendix A as a suggested initial draft basis for further discussion and development of a possible County Deal for the Lancashire area. It, however, is this

council's position devolution discussions should seek similar powers, freedoms, and resources for Lancastrians as existing arrangements in the North West most notably Greater Manchester and Liverpool City Region.

- (i) Remains as written.
- (ii) (replace) Agree that the Leader of the Council continues to work with Lancashire Leaders to develop an initial proposal in consultation with councillors, residents, local businesses, trade unions, organisations and institutions, and notes that any formal proposals will require approval by Full Council at the appropriate time.

Following a period of debate, and on being put to the vote, the amendment was lost. Following a further period of debate, the substantive Motion was put to the vote.

In accordance with the requirements of procedural Standing Order B45(4), a recorded vote was taken. The names of the county councillors who voted for or against the Motion and those who abstained are set out below:

For (65)

Aldridge	Dad	Kay	Shedwick
Arif	De Molfetta	Khan, H	Singleton
Ashton	Dowding	Malik	Smith
Aziz	Edwards	Maxwell-Scott	Snape
Bailey	Fewings	Mirfin	Sutcliffe
Beavers	Fillis	Morris	Swarbrick
Berry	Gardiner	Oakes	Towneley
Britcliffe	Gooch	Pattison	Turner
Buckley	Goulthorp	Pope	Vincent
Burrows	Green	Purcell	Westley
Cheetham	Haythornthwaite	Rear	Whittam
Clarke	Hind	Rigby, P	Williamson
Clempson	Holgate	Rigby, S	Woollam
Clifford	Howarth	Riggott	Yates
Couperthwaite	Hurn	Salter	
Cox	Iddon	Schofield	
Cullens	Jones	Serridge	

Against (1)

Collinge

Abstain (4)

Brown	Hindle	Mein	Parr
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The Motion was therefore carried, and it was therefore:

Resolved: - That:

- (i) The outline "Our New Deal for a Greater Lancashire", as set out at Appendix 'A' to the report, now presented, be supported as the initial draft basis for further discussion and development of a possible County Deal for the Lancashire area.
- (ii) The principles of governance for any future deal, as set out in Appendix 'B' to the report, now presented, be agreed.
- (iii) It be agreed that the Leader of the Council continues to work with Lancashire Leaders in line with the principles agreed in recommendations (i) and (ii) above, and it be noted that any formal proposals will require approval by Full Council at the appropriate time.

Angie Ridgwell
Chief Executive and Director
of Resources

County Hall
Preston

Meeting of the Full Council

Meeting to be held on Thursday, 24 February 2022

Report submitted by: Head of Legal and Democratic Services

Part A

Electoral Division affected:
(All Divisions);

Corporate Priorities:
Delivering better services;

Report of the Cabinet (Part A) - Annual Report of the Director of Public Health 2021-22

(Appendix 'A' refers)

Contact for further information:

Craig Alker, Tel: (01772) 537997, Democratic Services Officer (Technical),
craig.alker@lancashire.gov.uk

Brief Summary

Attached at Appendix 'A' is the report considered by Cabinet on 3 February 2022 in respect of the Annual Report of the Director of Public Health 2021-22.

Recommendation

Full Council is asked to consider the recommendations of Cabinet in respect of the Annual Report of the Director of Public Health 2021-22.

Detail

Attached at Appendix 'A' is the report considered by Cabinet on 3 February 2022 in respect of the Annual Report of the Director of Public Health 2021-22.

At that meeting, Cabinet recommended that Full Council be asked to approve the recommendations as set out in the report at 'Appendix 'A'.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

Risk management implications are set out in the report at Appendix 'A'.

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

Paper	Date	Contact/Tel
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None		
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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 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:

Dr Sakthi Karunanithi, Tel: (01772) 532483, Director of Public Health
sakthi.karunanithi@lancashire.gov.uk

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



Annex 1



Towards a thriving Lancashire

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Foreword by The Director of Public Health for Lancashire



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

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

1. Population at a Glance

Lancashire population of **1,227,100** has increased by **7,300** in the latest year (2020).

But projected growth is below NW and England

The gender ratio is currently
49.4% men
50.6% women

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.



Lancashire Early Years

There were

281,200

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**



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



187k

cases so far in Lancashire, that's around

15.2%

of the total population which is higher than the England %



3,225

Covid deaths (within 28 days) to date. Most Covid-19 deaths so far occurred during 2020



185

patients in hospital with Covid-19 now. Winter 20/21 saw up to

800

per day



Covid-19 vaccinations has now covered

79.4%

of 16+ population with 1 dose

72.9%

of 16+ population with 2 doses

Ageing Well in Lancashire

The Lancashire population aged **65+** was

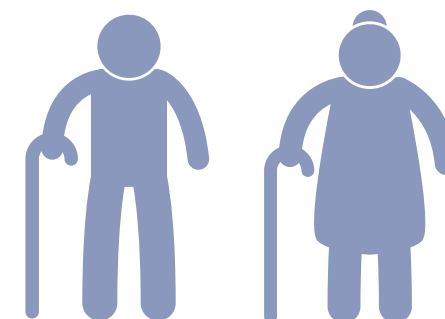
255,637

in 2020.

The **65+** population has **increased** by

2,600

people between 2019 and 2020.

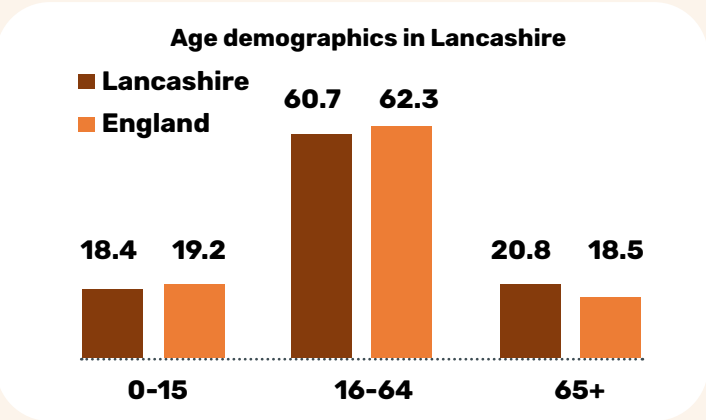


Known as the **old age dependency ratio**, Lancashire has only **2.9** working age people per older person, which is lower than England which has **3.7** working age people to one older person

Quality of Life

Healthy Ageing

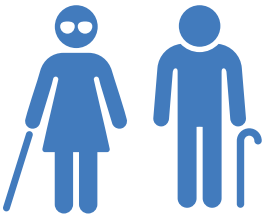
Longer lives are one of society's greatest achievements but with over half of adults expected to be 50 or over by 2035, we must seize the opportunity to enable more people in later life to be **happy, healthy and active**.



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.



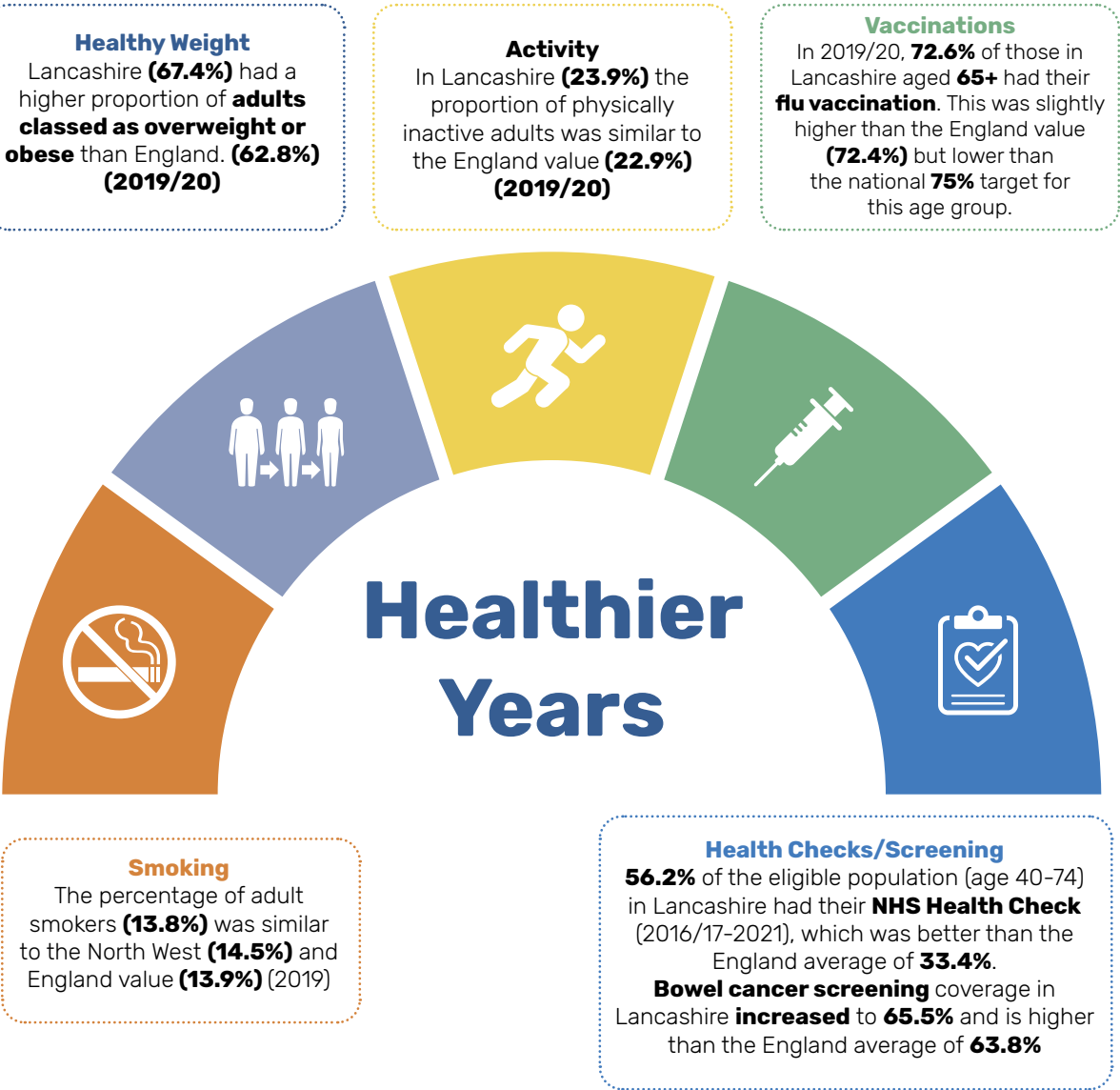
In 2020 there were an estimated

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




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?


Life Expectancy (LE) at Birth

 The latest female LE at birth in Lancashire (2018-20) was **82.0** years


 The latest male LE at birth in Lancashire (2018-20) was **78.3** years


Healthy Life Expectancy (HLE)

 A woman in Lancashire can expect to live **62.0** years in good health.

 A man in Lancashire can expect to live **60.6** years in good health.

Disability Free Life Expectancy (DFLE)

 A woman in Lancashire can expect to live **60.6** years disability free.

 A man in Lancashire can expect to live **60.0** years disability free.

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.

Lancashire


82.0

NW


81.7

England


83.1


78.3


77.9


79.4

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

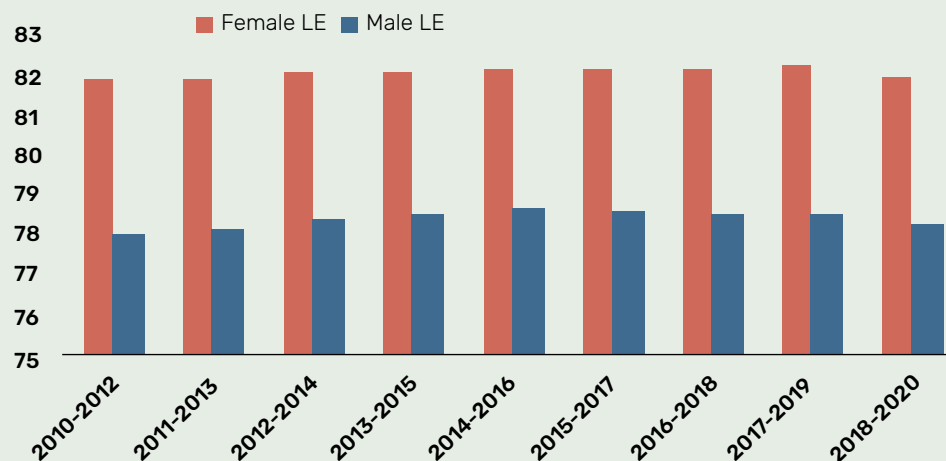
Lancashire Trends



Life Expectancy (LE)

LE has been gradually increasing but dropped in 2018-20

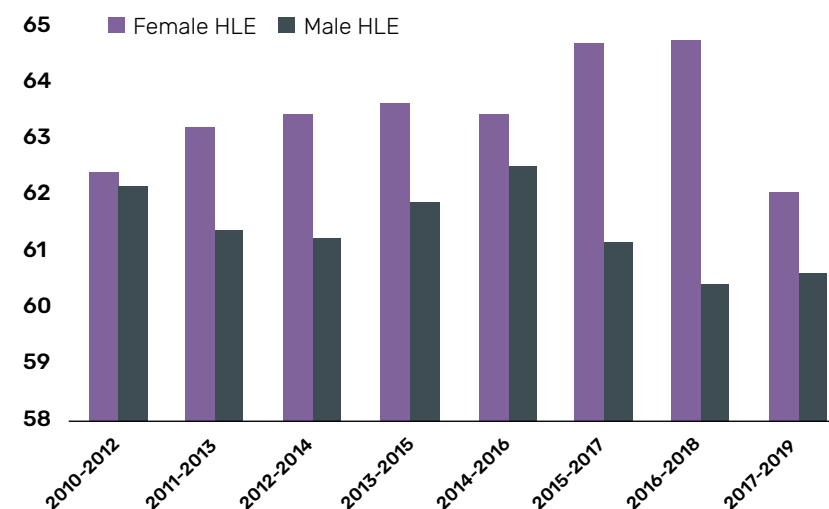
Life Expectancy (LE) at birth



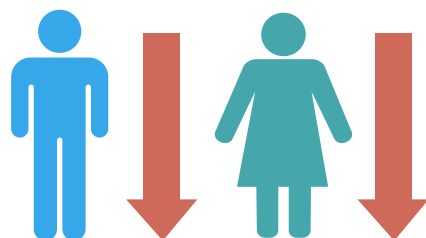
Healthy Life Expectancy (HLE)

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

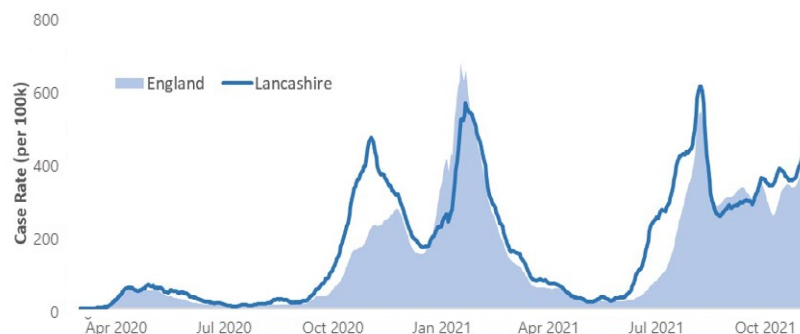
male and female

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)



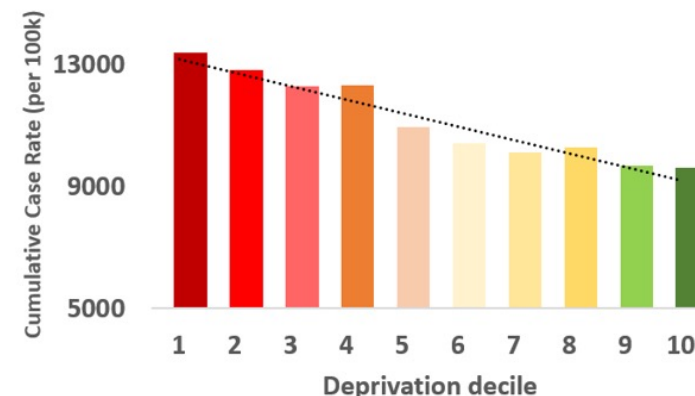
Lancashire cases rates are currently **higher than** England rates.

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.

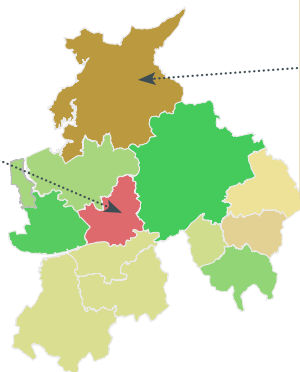
However, during September and October 2021 cases have been more evenly distributed between deprivation deciles. This will be due in part to high child case numbers.

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:

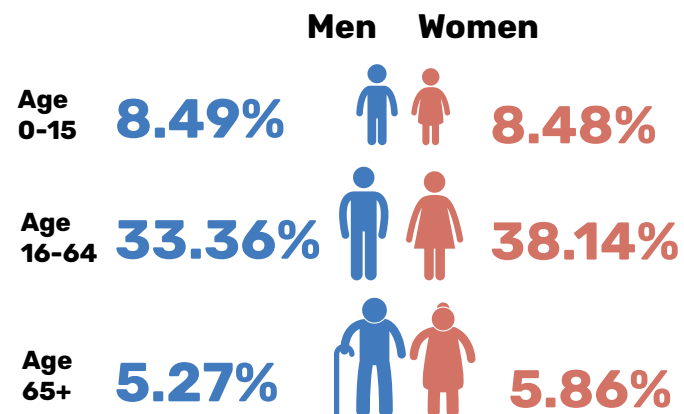
19k

Lancashire Covid-19 Cases and Age/Gender

71.5%

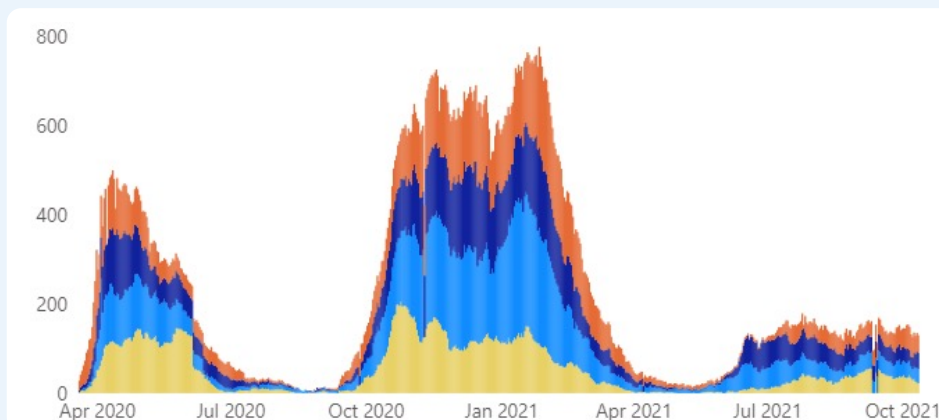
of cases were in the **working age population.**

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

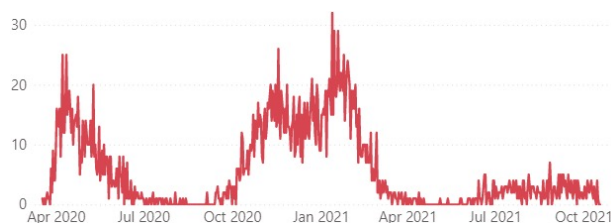


Winter 2020/21 saw most Covid-19 inpatients – with up to 800 in hospital daily (October 2020–January 2021).

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.

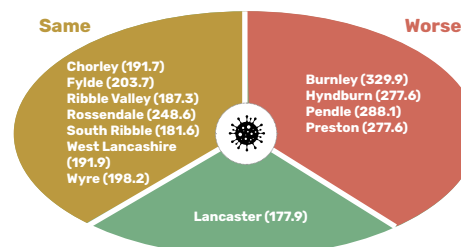
Lancashire Covid-19 Deaths



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:

Around
14k
per 100k for White British residents

Around
18k
per 100k for Asian/Asian British residents

Definitive quality assured data has not been published, so rates above were computed from case numbers and 2011 Census based population estimates.

Lancashire Vaccination

Up to

200k

doses were being administered per month during spring/summer 2021.



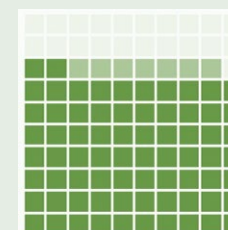
At late Oct 2021,

79.4%

of the adult Lancashire population (aged 12+) had been given their first dose vaccine.

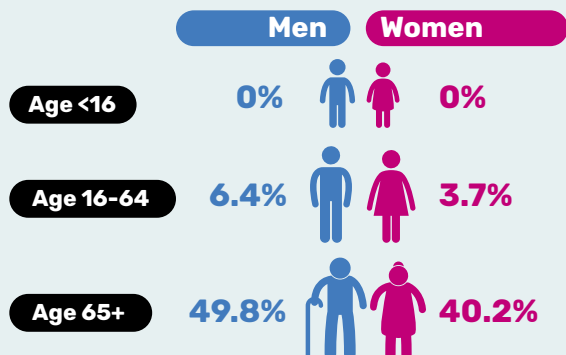
72.9%

had also had their second.



The **'booster'** rollout has started, find more [data here](#)

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).

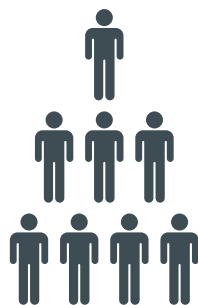
3. Early Years, Children and Young People

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

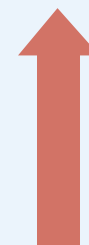
67 in England.

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)

31

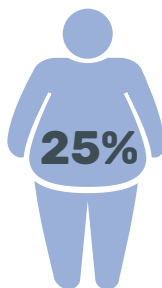
deaths each year for those **aged 1-17 years** which is **worse than England** (2017-19).

368 (3.27%)

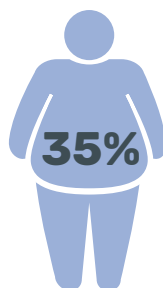
Live births at term with low birth weight are similar to the England rate.



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)

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



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.

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.

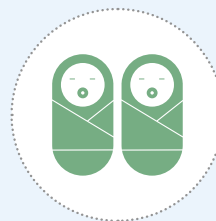
30% of year 9s often or always feel lonely. This is higher than the **22%** in 2019.

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

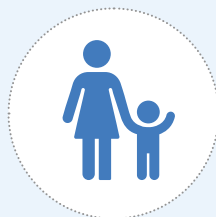
Free healthy start vitamins targeted at babies and families through the health visiting service.



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.

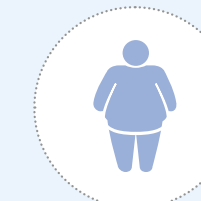


Mental health

- 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

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.

Home Start Central Lancashire

Supported over

230 families and over

650 children during the lockdown of 2020-21

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.

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.

Volunteering and Community Support

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.

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.



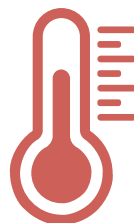
5. Environment and Climate

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.

There is likely to be **significant increase in rainfall** intensity and frequency of very heavy rainfall, leading to more frequent river flooding.

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.

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**.

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.



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.

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%**).

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%)

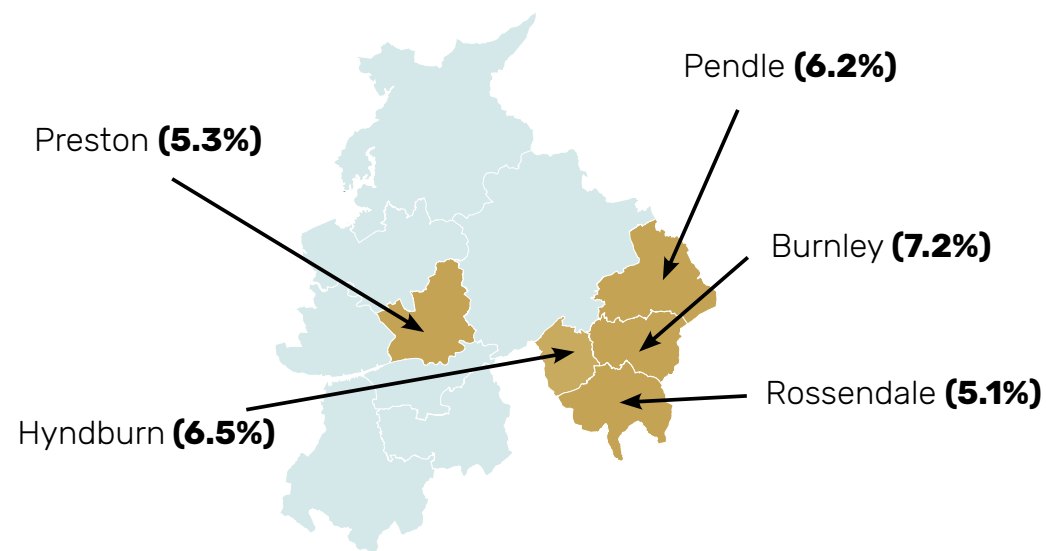
lower than the initial May 2020 peak.

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.



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

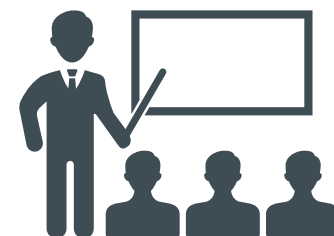
Good quality jobs are of critical importance for reducing health inequalities. The prospect of access to local employment through educational attainment and the opportunity to learn and develop in-work are important. So too is support for flexible working to enable a balance of work and family life.



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 Samlesbury 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

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.

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.

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.

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.

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.

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.



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%
82%

of people who died with Covid-19 from March to June 2020 had **dementia**.

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

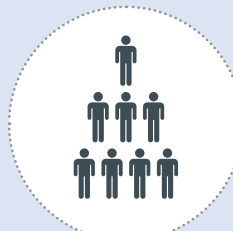
8. High-Level Recommendations

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.

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.



9. Data Sources

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More information is available at
www.lancashire.gov.uk/council/strategies-policies-plans/public-health



Meeting of the Full Council

Meeting to be held on Thursday, 24 February 2022

Report submitted by: Head of Legal and Democratic Services

Part A

Electoral Division affected:
None;

Corporate Priorities:
N/A;

Members' Allowance Scheme 2022/23

(Appendix 'A' refers)

Contact for further information:

Josh Mynott, Tel: (01772) 534580, Democratic and Member Services Manager,
josh.mynott@lancashire.gov.uk

Brief Summary

This report sets out the proposed Members' Allowance Scheme for 2021/22.

Recommendation

Full Council is asked to approve the 2022/23 Members' Allowance Scheme, as presented at Appendix 'A'.

Detail

The county council is required to approve its Members' Allowance Scheme before the beginning of each financial year. The Local Authorities (Members' Allowances) (England) Regulations 2003 require the county council to have regard to the recommendations of its Independent Remuneration Panel before making or amending the Members' Allowance Scheme.

A meeting of the Panel to consider the Members' Allowance Scheme and make recommendations on any changes to the Full Council would normally take place prior to this meeting. However, the 2003 Regulations provide that "a scheme may make provision for an annual adjustment of allowances by reference to such an index as may be specified by the County Council and where the only change made to a scheme in any year is that affected by such an annual adjustment in accordance with such an index, the scheme shall be deemed not to have been amended".

The existing Members' Allowance Scheme provides for an annual adjustment of allowances in accordance with specified indices (as shown below) and given that no other changes are proposed, the Full Council can approve a Scheme for 2022/23 without a meeting of the panel having to be convened.

	Allowance	Index
1	<ul style="list-style-type: none"> • Basic Allowance • Special Responsibility Allowance • Carers/Dependents • Council's Chairman/Vice Chairman 	Local Government National Pay Award for officers
	Travel:	
2	<ul style="list-style-type: none"> • Overnight Accommodation • Travel Abroad 	Consumer Price Index (as of the percentage published in November of the preceding year)
3	<ul style="list-style-type: none"> • Motor Car • Motor Cycles • Bicycles 	To be revised in accordance with the maximum for Income Tax purposes as defined by HMRC

Attached at Appendix 'A' is the proposed Members' Allowance Scheme for 2022/23.

The Full Council will note that the allowances mentioned at 1. above have not been uprated since 2020/21, as the employee pay settlement for 2021/22 and 2022/23 has yet to be determined. Therefore 2020/21 allowances will remain effective until the annual pay award has been settled. Once this is confirmed the increase will be backdated to 1 April in the year to which the increase applies.

The allowances mentioned at 2. above have been increased by 5.1%, in line with the Consumer Price Index (as of November 2021), but the allowances mentioned at 3. above remain unchanged as the HMRC rates have not changed from 2021/22.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

No significant risks have been identified

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

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

Members' Allowance Scheme

1.0 Background

Lancashire County Council, in exercise of the powers conferred by the Local Authorities (Members' Allowances) (England) Regulations 2003, hereby makes the following Scheme:

- 1.1 This Scheme shall have effect for the period 1 April 2022 to 31 March 2023 and subsequent years.
- 1.2 The County Council is required to convene a panel of independent persons, the Independent Remuneration Panel, and have regard to its recommendations on the allowances that are paid.
- 1.3 Each year the County Council has to publish details of its Scheme, and the amounts paid to each Councillor under the Scheme. The record is open to inspection by any local government elector for the County Council's area during normal working hours, and electors are entitled to make a copy of any part of the record.

2.0 Scheme Definitions

- 2.1 In this Scheme:

"Councillor" means an elected member of Lancashire County Council.

"Co-opted member" means a person other than a Councillor who is appointed to serve on a Council Committee, Sub-Committee or Board.

"Year" means the twelve months commencing 1st April.

"Meetings" means a meeting of the Full Council or a body of Members formally established by the Full Council, the Leader of the County Council, the Cabinet or a Council Committee.

3.0 Allowances General

- 3.1 The main Allowances which are provided for in this Scheme are as follows:
 - Basic Allowance
 - Special Responsibility Allowance
 - Dependants'/Carers' Allowance
 - Travelling Allowances

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Owner – Democratic Services)**

The Allowances shall be up rated annually in accordance with paragraph 13 of this Scheme.

- 3.2 For the avoidance of doubt, Attendance Allowances and Subsistence Allowances are not payable under this Scheme.

4.0 Basic Allowance

- 4.1 Subject to paragraphs 9.0 and 10.0 below, a basic annual flat rate Allowance shall be paid to every Councillor. The amount of Basic Allowance is shown in paragraph 1.1 of Schedule 'A' of this Scheme.
- 4.2 This Allowance is paid monthly and is intended to recognise the time commitment of all Councillors including such inevitable calls on their time as meetings with Council officers and constituents, and attendance at political group meetings. It is also intended to cover incidental costs such as the use of Councillors' homes.

5.0 Special Responsibility Allowance

- 5.1 Subject to paragraphs 9.0 and 10.0 below, each Councillor or Co-opted member who holds a special responsibility as defined within the Regulations and specified within this Scheme, will receive a Special Responsibility Allowance as shown in Schedule 'B' of this Scheme.
- 5.2 Special Responsibility Allowances are paid monthly.
- 5.3 There is no statutory limit on the number of Special Responsibility Allowances which may be paid to a Councillor. However, the Council on the recommendation of its Independent Remuneration Panel has agreed that a Councillor may not receive more than one Special Responsibility Allowance.

6.0 Dependants' Carers' Allowance

- 6.1 Subject to paragraphs 6.2 and 6.3, a Dependants' Carers' Allowance may be claimed in respect of named children aged 16 or under or in respect of other named dependants where there is medical or social evidence that care is required.
- 6.2 Payment of Dependants' Carers' Allowance shall:
- (a) Be based on actual receipted expenditure subject to a maximum hourly rate and a maximum annual Allowance, as specified in paragraph 3 of Schedule 'A' of this Scheme.
 - (b) Not be made where a Councillor already receives a carer's allowance from the Department for Works and Pensions.

**(Last updated February 2022
Owner – Democratic Services)**

- (c) Not be payable where the carer is a parent or is a member of the household.
 - (d) Not be payable unless the carer has been cleared by the Disclosure and Barring Service.
- 6.3 The Dependents' Carers' Allowance may be claimed where the actual expenditure has been incurred in connection with the Approved Duties that apply to claims for travel as detailed in Schedule 'D' of this Scheme.

7.0 Co-optees Allowance

- 7.1 Co-opted members may claim travel expenses they have actually and necessarily incurred in the performance of an Approved Duty as defined in Schedule 'D' of the Scheme.

For the avoidance of doubt the provisions of paragraphs 8 and 12 shall apply to the Co-opted members Allowance.

8.0 Travelling Allowances

- 8.1 A Councillor including the Chairman and Vice-Chairman of the County Council, and or Co-opted member shall be entitled to receive Travelling Allowances for journeys made within the County of Lancashire only. Travelling Allowances will only be paid for journeys made beyond Lancashire in exceptional circumstances, which shall be approved by the Cabinet Member with responsibility for Members Allowances (See Schedule 'E' - Annex 2).
- 8.2 Subject to paragraph 8.1 above, a Councillor including the Chairman and Vice-Chairman of the County Council, and or Co-opted member shall be entitled to receive Travelling Allowances at the rates specified in Schedule C.
- 8.3 Appropriate receipts **must** be obtained and retained in respect of any claims made by a Councillor or Co-opted member for the reimbursement of public transport and taxi fares (See Schedule 'E' – Annex 2), car parking fees and other incidental expenses.
- 8.4 Receipts must be retained for 3 years following the financial year in which the expenses were incurred.
- 8.5 A Councillor or Co-opted member must produce his/her receipts if required by claim processing officers, as well as internal or external auditors.
- 8.6 Each Councillor or Co-opted member shall agree with the Director of Corporate Services a fixed mileage for journeys between his/her home address and County Hall for the purpose of verifying travel expense claims. The schedule of agreed and approved mileages will be updated

**(Last updated February 2022
Owner – Democratic Services)**

following the Director of Corporate Services being notified of a change of address.

9.0 Renunciation

- 9.1 A Councillor may, by notice in writing to the Chief Executive, elect to forego all or part of any Allowance to he/she may be entitled under the Scheme. Such a notice can subsequently be withdrawn or amended non-retrospectively.

10.0 Adjustments to Entitlements in Year

- 10.1 The provisions of this paragraph apply in relation to the entitlement of a Councillor to Allowances where, in the course of a year:

- (a) The scheme is amended.
- (b) A person becomes, or ceases to be, a Councillor.
- (c) A Councillor accepts or relinquishes a special responsibility in respect of which a Special Responsibility Allowance is payable.
- (d) A Councillor is suspended or partially suspended from his/her responsibilities or duties as a Member of the County Council.

- 10.2 If, during the year, the Scheme is amended and this results in a change to a Councillor's entitlement to Special Responsibility Allowance and/or Basic Allowance, the actual entitlement shall be based on:

- (a) A proportion of the original annual Allowance based on the number of days up to the date of amendment plus
- (b) A proportion of the revised annual Allowance based on the number of days from the date of amendment.

- 10.3 When the term of office of a Councillor either begins and/or ends during the course of a year, the entitlement to Basic Allowance shall be based on the number of days in office during that year. Similar pro rata entitlements will apply in situations where Basic Allowance is amended under sub-paragraph 10.2 above.

- 10.4 Where, for a part of the year, a Councillor has such special responsibilities as specified in this Scheme, the entitlement to Special Responsibility Allowance shall be based on the number of days during that year that the Councillor has held such special responsibilities, such entitlement being pro rata to a full year. Similar pro rata entitlement will apply in situations where Special Responsibility Allowances have been amended under sub-paragraph 10.2 above.

- 10.5 Where a Councillor is suspended or partially suspended from his/her responsibilities or duties as a Member of the County Council in accordance with Part III of the Local Government Act 2000 (or Regulations made under that Part), the part of the Basic, Special Responsibility, Travel Allowances payable in respect of the period of suspension may be withheld by the County Council.

11. Submission of Claims

- 11.1 Separately, individual claims for Dependents' Carers' Allowances and Travel shall be made on a monthly basis and shall be submitted to Democratic Services on or before the 4th day of each month. This applies especially to year end claims (i.e. claims for Allowances for duties performed up to and including 31 March each year). Claims submitted after 31 May for the preceding financial year will not be accepted.
- 11.2 Claims **must** be submitted via the electronic Members' Allowances System as soon as possible at the end of each month. Claims may be submitted by non-electronic means (by an agreed paper-based method) only in exceptional circumstances approved by the Director of Corporate Services.
- 11.3 Claims **must** be submitted within two months of the period to which they relate or a payment will not be made unless it is approved by the Chief Executive, good cause having been shown by the member submitting the late claim.
- 11.4 Each claim shall provide details of the duties undertaken together with adequate supporting information in relation to claims for travel. Such information must include the Place and Time for both the start and finish of each claim.
- 11.5 Each claim shall be certified by the Councillor or Co-opted member that he/she has **actually and necessarily incurred** the expenditure claimed in the performance of Approved Duties as defined in Schedule 'D' and that he/she will not make any other claim in respect of that expenditure other than under this Scheme.

12.0 Payment of Allowances

- 12.1 Payments of Basic Allowance and Special Responsibility Allowance shall be made monthly on the last working day of each month.
- 12.2 Claims for Travel and Dependents' Carers' Allowances which are received by Democratic Services on or before the 4th day of each month shall be paid on the last working day of that month.
- 12.2 The monthly amount payable in respect of the Basic Allowance and a Special Responsibility Allowance shall be one-twelfth of the annual

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allowance(s) specified in this Scheme and subject to paragraphs 9 and 10.0 above.

13. Scheme Amendments

- 13.1 The amounts specified in paragraphs 1.0, 2.0, 3.0 and 5.0 (Basic Allowance, Special Responsibility Allowance, Dependant's Carers' Allowance and the Council's Chairman/Vice-Chairman Allowance respectively) of Schedule 'A' are subject to an annual uprating on 1 April. This uprating shall equate to the average annual percentage increase in employees' pay under the National Joint Council for Local Government Services pay structure.
- 13.2 Overnight Accommodation and Travel Abroad Allowances shall be increased annually with effect from 1st April in every year in line with the Consumer Price Index published in November of the preceding year.
- 13.3 Motor car, Motor cycle, and Bicycle Travelling Allowances shall be revised annually with effect from 1st April in every year in accordance with the maximum allowance for Income Tax purposes as determined by HM Revenue and Customs.

14. General Information

- 14.1 Schedule 'E' contains additional background information and supporting guidance to the Scheme, including:
- Annex 1 – Contacts, Enquiries and Other General Matters
 - Annex 2 - Travel Allowances
 - Annex 3 - Taxation
 - Annex 4 - National Insurance
 - Annex 5 - Insurance Arrangements

Lancashire County Council
Members' Allowance Scheme
Schedule 'A'

1.0 Basic Allowance

- 1.1 An annual Basic Allowance of £10,969* is payable to each Councillor.

2.0 Special Responsibility Allowance

- 2.1 Based on an annual Special Responsibility Allowance total of £409,378* the actual individual Allowances are detailed in Schedule 'B'. The amounts quoted in Schedule 'B' are in respect of a full year term of office.

3.0 Dependants'/Carers' Allowance

- 3.1 Payment of a Dependants'/Carers' Allowance, as provided for in Paragraphs 6.1 to 6.3 of this Scheme, shall be based on actual receipted expenditure subject to a maximum hourly rate of £7.53*. Total payments in any one year shall not exceed £1,577*.

4.0 Travelling Allowances

- 4.1 The amounts payable by way of Travelling Allowances including Overnight Accommodation, and Travel Abroad shall be subject to the rates specified in Schedule 'C' of this Scheme.

5.0 Chairman and Vice-Chairman of the County Council Allowances

- 5.1 An annual Allowance of £16,447* is payable to the Chairman of the County Council and the Vice-Chairman shall receive an annual allowance of £8,224*.

**to be uplifted following confirmation of the employee pay settlement for 2021/22 and 2022/23. This will take effect from 1 April of the year to which the increase applies*

Lancashire County Council
Members' Allowance Scheme
Schedule 'B' - Special Responsibility Allowances

Position			Amount *£	% of Leader
Leader			32,907	100.00
Deputy Leader			23,035	70.00
Cabinet Members		8 @	18,099	55.00
Lead Members		5 @	9,049	27.50
Champions		6 @	5,759	17.50
Chairs	Overview & Scrutiny	4 @	8,227	25.00
	Corporate Parenting Board		8,227	25.00
	Development Control		8,227	25.00
	Pension Fund		8,227	25.00
	Regulatory		8,227	25.00
	Audit and Governance		8,227	25.00
	Lancs County Dev Ltd		8,227	25.00
Deputy Chairs	Overview & Scrutiny	4 @	3,867	47.00
	<i>(This is the % of the amount paid to a chair of Overview & Scrutiny Committees)</i>			
Majority Group	Secretary		4,936	15.00
	Whip		4,936	15.00
Largest Opposition Group	Leader		18,099	55.00
	Deputy Leader		9,049	27.50
	Secretary		3,291	10.00
	Whip		3,291	10.00

**to be uplifted following confirmation of the employee pay settlement for 2021/22 and 2022/23. This will take effect from 1 April of the year to which the increase applies.*

Lancashire County Council

Members' Allowance Scheme

Schedule 'C' – Travelling Allowances (see also Schedule 'E')

Travelling by Private Vehicle

The rate for travel by a Councillor or Co-opted member in his/her own private vehicle, or one belonging to a member of the family or otherwise provided for the Councillor or Co-opted member's use, for journeys made in accordance with paragraph 8.1 of the Scheme shall not exceed:

Type of vehicle	First 10,000 miles	Above 10,000 miles
Cars and vans	45p	25p
Motorcycles	24p	24p
Cycles	20p	20p

In addition to the rates detailed above, the actual and receipted expenditure incurred on public transport, taxis (see Schedule 'E' – Annex 2), tolls, ferries or parking fees, including overnight garaging may be claimed.

Overnight Accommodation

Where the nature of the duties being undertaken result in a Councillor or Co-opted member being absent from his/her usual place of residence, overnight accommodation will be booked and paid directly by the County Council.

In exceptional circumstances where it is not possible for the County Council to make a direct booking on behalf of a Councillor or Co-opted member, the actual receipted cost of accommodation, will be reimbursed to the Councillor or Co-opted member. Such reimbursement will be subject to a maximum allowance per night of £162.33 for London and £141.35 elsewhere in the UK.

Travel Abroad

For Councillors or Co-opted members travelling outside Great Britain on approved duties (including, for the purpose of this section, travelling in Northern Ireland), a flat daily rate of £78.39 will be provided to cover costs incurred on transport whilst actually abroad. An unused portion of this allowance must be returned to the County Council.

Lancashire County Council

Members' Allowance Scheme

Schedule 'D' – Travel – 'Approved Duties' (See also Schedule 'E', Annex 2)

Appropriate travel allowances may be claimed in accordance with the above details where such travelling has been undertaken in connection with one or more of the following 'Approved Duties':

1. The attendance in connection with the efficient conduct or discharge of duties for which a Special Responsibility Allowance is paid in accordance with this Scheme.
2. The attendance at a meeting of the Full Council or of any Council Committee, Sub-Committee, Task Group, Working Group, Steering Group or Board.
3. The attendance as the Council's appointee at meetings of Outside bodies including any Committees or Sub-Committees of such a body where allowances cannot be claimed direct from the body concerned.
4. The attendance at any other meeting, the holding of which is authorised by the Authority, or a Committee or Sub-Committee of the Authority, or a joint Committee, or the Authority and one or more local authority within the meaning of section 270(1) of the Local Government Act 1972, or a Sub-Committee of such a joint committee provided that:
 - (i) where the Authority is divided into two or more political groups it is a meeting to which members of at least two such groups have been invited, or
 - (ii) if the Authority is not so divided, it is a meeting to which at least two members of the Authority have been invited.

For the purposes of paragraphs 2 to 4 above, claims for Travel can only be made in respect of attendance at meetings of a Committee, Sub-Committee or other body of which the Councillor claiming is a member or where the Councillor is invited to attend by that body.

5. The attendance at a meeting of the Cabinet.
6. Meetings, Official Inspections and Visits authorised by the Cabinet, a Cabinet Member (where a decision cannot await the next meeting of the Cabinet), a Council Committee, Sub-Committee, Task Group, Working Group, Steering Group or Board.

7. Conferences and Seminars authorised by the Cabinet or where a decision cannot await the next meeting of the Cabinet by the Cabinet Member with responsibility for Resources.
8. Authorised training events.
9. Attendance by Councillors appointed by the Council and who are not principal office holders on the Local Government Association (LGA) at LGA meetings.
8. Public meetings concerning a Council Service.
9. Any authorised Official or Courtesy visit on behalf the County Council.
10. Any of the following authorised County Council events in Lancashire:
 - i. Opening Ceremonies
 - ii. Open days
 - iii. Receptions
 - iv. Displays
 - v. Concerts
 - vi. Demonstrations and Presentations
 - vii. Competitions
11. Foster/Adoption Panels.
12. Meetings with other representatives of local authorities, government departments and Members of Parliament.
13. Joint Negotiating Councils.
14. Political group meetings that are held immediately prior to a Full Council meeting for the purpose of discussing council business.
15. Attendance at the Royal Garden Party.
16. The performance of any duty in pursuance of any Procurement Rule under section 135 of the Local Government Act 1972 requiring a Member or Members to be present while tender documents are opened.
17. The performance of any duty in connection with the discharge of any function of the Authority conferred by or under any enactment and empowering or requiring the Authority to inspect or authorise the inspection of premises.
18. The performance of any duty in connection with arrangements made by the Authority for the attendance of pupils at any school approved for the purposes of section 342 (approval of non-maintained special schools) of the Education Act 1996.

19. The carrying out of any duties as Chairman and Vice-Chairman of the County Council.

Attendance at any of the following are not authorised as an 'Approved Duty' and no travel allowances will be paid.

1. All other Political Group Meetings other than those specified in paragraph 14 of the 'Approved Duties' section shown above.
2. Meetings with officers and constituents.
3. Member Surgeries.
4. Standing Order No. 19(1) (Attendance by Members of the County Council at meetings of Committees or Sub-Committees of which they are not members).
5. Meetings of any outside body where allowances are paid by the body concerned. This shall include meetings of the Local Government Association where a Councillor is a principal office holder or has been appointed by the Association or Assembly to attend in a representative role. Such Councillors should claim direct from the Local Government Association.
6. Lancashire Combined Fire Authority and associated meetings. Members of this Authority should claim direct from the Fire Authority.
7. Meetings of any outside body where a councilor has been appointed by a political party.

Lancashire County Council

Members' Allowance Scheme

Schedule 'E' – Supporting Guidance

Annex 1 - Contacts, Enquiries and Other General Matters

If Councillors or Co-opted members:

- a) require help with the submission of claims for Allowances or wish to question any payment made to them, would they please contact Lisa Cook, Democratic Services on 01772 536552.
- b) wish to raise a point of principle or require clarification of the Members' Allowance Scheme, would they please contact Josh Mynott, Democratic Services on 01772 534580.

Cases of Uncertainty

Where questions arise in connection with Members' Allowances and are not specifically covered in the Scheme (e.g. whether a function is sufficiently closely connected with the functions of the County Council to warrant approved duty status and thus attract the payment of allowances) the matter falls for consideration by the Chief Executive in consultation with the Cabinet Member responsible for Members' Allowances.

Any such matters should be raised with the Chief Executive by contacting Josh Mynott, Democratic Services on 01772 534580.

Attendance Record

Councillors should ensure that they sign an official attendance record circulated at each place of meeting as this will support a claim for allowances and form part of the permanent record.

Record of Payments

The County Council is required to keep a record of all payments to Councillors, indicating the amount paid to each Councillor in respect of each type of allowance. That record is open to inspection at all reasonable hours by any local government elector resident in the area of the council. Each year the payments made in the preceding year are placed on the County Council's website.

Annex 2 - Travelling Allowances - Additional Guidance and Provision

General

Allowances should be claimed according to the actual method of travel used. When Councillors or Co-opted members travel, in the performance of approved duties, in the car, of an officer or another Councillor or Co-opted member who is claiming reimbursement, or when transport is provided, they are not entitled to any allowance for that journey.

Travel by public transport

First Class travel is permitted and must be authorised by the Cabinet Member with responsibility for Members Allowances.

Councillors and Co-opted members are asked to notify Julie Trafford, Procurement team, on 01772 533406 of their travel requirements as early as possible so that the County Council can benefit from discounts for advance booking where available. Exceptionally, Councillors and Co-opted members may purchase their own tickets at short notice, but reimbursement will only be made on production of the rail tickets used or a receipt for payment.

Unused portions of rail tickets should be returned to Julie Trafford, Procurement team.

Travel by Private Vehicle

Councillors and Co-opted members are prohibited from using personal vehicles to travel outside Lancashire unless prior approval is given in exceptional circumstances by the Cabinet Member with responsibility for Members Allowances.

Exceptional circumstances would be where an event is held at a remote location with no public transport connections or where the event start/finish time means that the use of public transport is impractical. Councillors and Co-opted members can elect to use their own vehicle for journeys beyond Lancashire, but they can only claim the equivalent public transport cost unless the journey has been previously approved by the Cabinet Member via Democratic Services.

Councillors and Co-opted members are encouraged to car share wherever possible and journeys should be made via the shortest practicable route.

Councillors and Co-opted members are responsible for ensuring that their motor insurance covers use of the vehicle on Council business. Please see Annex 5.

Travel by Taxi

Councillors and Co-opted members are permitted to reclaim the cost of a taxi journey in the following circumstances only:

- (i) Where a taxi needs to be used prior to or following a train journey in connection with attendance at a conference or other similar event away from County Hall; or
- (ii) An emergency situation where no other form of transport is available; or
- (iii) Where a journey by taxi has been given prior approval by the Director of Corporate Services.

Overnight Accommodation

Julie Trafford (01772 533406) will make the necessary arrangements, including payment, in respect of any overnight accommodation. In exceptional circumstances, where it is not possible for a direct booking to be made, the actual receipted cost of accommodation, will be reimbursed in accordance with Schedule 'C' to the Scheme.

Travel Abroad

A flat daily rate will be paid to Councillors or Co-opted members traveling outside Great Britain on approved duties. This Allowance is intended to cover costs incurred on transport whilst actually abroad. Any unused portion of this Allowance e.g. in respect of meals provided at no cost to the Councillor or Co-opted member must be returned to the Council. Details of the rate are set out in Schedule 'C' to the Scheme.

Annex 3 - Taxation

PAYE

Basic Flat Rate Allowance and Special Responsibility Allowance are taxable emoluments. As such, the allowances will be taxed, less any tax free pay notified to the Council's Payroll Service in the form of a tax code notification from HM Revenue and Customs (HMRC). It should be noted that it is up to each Councillor to contact HMRC direct in order to obtain or query such notifications. This can be done online, by phone or by in writing.

On Line: <https://www.gov.uk/personal-tax-account>

Tel: 0300 200 3300

Address:

Pay As You Earn and Self-Assessment
HM Revenue and Customs
BX9 1AS
United Kingdom

Allowances paid and tax deducted are notified to HMRC monthly and a certificate (P60) will be issued to each Councillor showing the total amount of taxable allowances paid and the total tax deducted in the year by 31st May of the following year. The certificate should be retained to check any notice of assessment, which the Tax office may issue.

The Dependants'/Carers' allowance is also subject to tax.

Annex 4 - National Insurance

General Liability for National Insurance Contributions

The Social Security Contributions & Benefits Act 1992 and subsequent amendments provide for National Insurance contributions to be collected along with Income Tax under the PAYE procedure.

As Basic Flat Rate Allowance and Special Responsibility Allowance are taxable under Schedule 'E' (emoluments from office), they are also liable for National Insurance contributions.

The carers/dependants allowance is also subject to National Insurance contributions.

National insurance contributions are payable on the total of all monies earned by an individual that are subject to national insurance, (including allowances) in excess of the Earnings Threshold. Contributions are payable at the standard rate up to an Upper Earnings Limit after which a reduced rate applies. These limits are subject to annual adjustment and are available on request.

Councillors should notify the local office of the Department for Work & Pensions of any taxable allowances received if they are claiming or receiving benefits from the Department for Work & Pensions.

Persons of Pensionable Age

No Class 1 contribution will be payable by a person over pensionable age who is a retirement pensioner or who does not satisfy the contribution conditions for a retirement pension. In such circumstances, the Councillor should apply to HM Revenue & Customs, National Insurance Contributions Office, Longbenton, Newcastle Upon Tyne, NE98 1ZZ for a Certificate of Age Exemption (CF384) telephone 0300 200 3500. This certificate should then be forwarded to the County Council's Payroll Service.

Married Women and Widows

There is now no right to "opt out" of paying full rate National Insurance contributions; however, those Councillors who currently hold a reduced rate certificate, and have paid contributions during the last two consecutive tax years, can retain the right to pay reduced rate. Any valid certificate should be forwarded to the County Council's Payroll Service.

Dual Employment etc.

Each employment or office is considered separately for contribution purposes and no account is taken for the fact that a Councillor may be employed or the holder of another office under another "employer" or self-employed.

However, in situations where the taxable emoluments received, either in total or in one particular employment exceed the Upper Earnings limit, Councillors should contact HM Revenue & Customs, National Insurance Contributions Office, Longbenton, Newcastle Upon Tyne, NE98 1ZZ in order to limit contributions payable (by use of Form CA2700) or obtain an appropriate refund of contributions paid.

Annex 5 - Insurance Arrangements

Liability Insurance

The County Council's liability insurance arrangements provide appropriate cover in respect of the actions of Councillors whilst acting on County Council business.

Personal Accident Insurance

The County Council has a Personal Accident Insurance Policy which provides financial benefits regardless of legal liability for Councillors who are accidentally killed or injured while attending a Council or committee meeting or any other function or engagement which forms part of their duties as members of the Council, or whilst traveling to and from such meetings, or functions, including travel abroad on County Council business.

The benefits provided by this policy are as follows:

- a) For death or permanent total disablement, a lump sum of £200,000 (this could be reduced if no dependants).
- b) For other permanent partial disablement(s) (e.g. loss of a finger) a lump sum percentage of £200,000 on a scale determined according to the severity of the injury.
- c) For temporary total or partial disablement, actual loss of net earnings up to a maximum of £200 per week for a maximum period of 104 weeks.
- d) In addition to the benefits outlined in paragraphs a), b) and c) above, the following benefits are provided whilst traveling abroad on County Council business:

		Maximum per person
i)	Medical and emergency travel expenses	Unlimited
ii)	Personal baggage (subject to a single article limit of £2,000)	£10,000
iii)	Personal money (subject to the cover for cash being limited to £2,000)	£10,000

Notes

- i) There is no upper age limit on the policy
- ii) At the age of 75, the lump sum benefits for death and permanent total disablement are reduced. Benefits for permanent partial disablement and all temporary disablement cease to be payable at the age of 75.

- iii) Medical expenses cover for travel abroad is subject to the proviso that such journeys are not made against medical advice.

Motor Vehicle Insurance

The use of motor vehicles is subject to compulsory insurance cover and where Councillors and or Co-opted members use private motor vehicles on County Council business, it is the responsibility of individual Councillors and or Co-opted Members to ensure that their own motor vehicle insurance policies provide appropriate cover for such use.

Meeting of the Full Council

Meeting to be held on Thursday, 24 February 2022

Report submitted by: Head of Legal and Democratic Services

Part A

Electoral Division affected:
None;

Corporate Priorities:
N/A;

Localism Act 2011 - Pay Policy Statement 2022/23

(Appendix 'A' refers)

Contact for further information:

Josh Mynott, Tel: (01772) 534580, Democratic and Member Services Manager,
josh.mynott@lancashire.gov.uk

Brief Summary

This report sets out the council's proposed 2022/23 Pay Policy Statement as required by the Localism Act 2011. The Statement was considered by the Employment Committee on 26 January 2022.

Recommendation

Full Council is asked to agree that:

- (i) The proposed Pay Policy Statement for 2022/23, as set out at Appendix 'A' be approved.
- (ii) Should it be required, the application of the uplifted Foundation Living Wage rate for 2022/23, may be delayed until a national pay agreement for Local Government Services for 2021/22 is reached but backdated to 1 April 2022; and
- (iii) Subject to the views of the recognised trades unions, the method by which the Foundation Living Wage is paid moves to a supplement model by April 2023.

Detail

The Localism Act 2011 requires local authorities to prepare a Pay Policy Statement each year. The Pay Policy Statement must articulate the council's approach to the remuneration of chief officers on appointment, subsequent progression and any use of bonus or performance related pay. In preparing Pay Policy Statements, local

authorities must have regard to any guidance issued or approved by the Secretary of State. In preparing this statement, regard has also been given to guidance issued by the former Department for Communities and Local Government.

The purpose of the statement is to provide transparency with regard to the council's approach to setting pay for its employees (except staff in schools), in particular its chief officers. The Pay Policy Statement must be approved by a resolution of Full Council before it comes into force on 1 April each year and must then comply with the statement for the financial year to which it relates (although amendments may be made to the statement after the beginning of the financial year to which it relates). Once approved, the statement (or an amended statement) must be published in such manner as the local authority sees fit, which must include publication on the local authority's website.

The Pay Policy Statement must set out the local authority's policies for the financial year relating to:

- The remuneration of its chief officers;
- The remuneration of its lowest-paid employees; and
- The relationship between the remuneration of its:
 - Chief officers, and
 - Employees who are not chief officers.

The statement must set out:

- The definition of 'lowest-paid employees' adopted by the authority for the purposes of the statement; and
- The authority's reasons for adopting that definition.

The statement must include the local authority's policies relating to:

- The level and elements of remuneration for each chief officer;
- The remuneration of chief officers on recruitment;
- The increases and additions to remuneration for each chief officer;
- The use of performance-related pay for chief officers;
- The use of bonuses for chief officers;
- The approach to the payment of chief officers on their ceasing to hold office under, or to be employed by, the authority; and
- The publication of and access to information relating to remuneration of chief officers.

A Pay Policy Statement for a financial year may also set out the local authority's policies for the financial year relating to the other terms and conditions applying to the authority's chief officers.

Updated Pay Policy Statement

A proposed Pay Policy Statement for the financial year 2022/23 is provided at Appendix 'A' to this report.

The Pay Policy Statement also takes account of the recommendations within the Hutton Review of Fair Pay in the Public Sector (March 2011) that 'government should not cap pay across public services, but should require that from 2011/12 all public service organisations publish their top to median pay multiples each year to allow the public to hold them to account'. The statement therefore sets out the council's aim that the pay multiple between the median full-time equivalent salary and that of the Chief Executive will not exceed 1:16.

The pay multiple between the 2021 median full-time equivalent salary and that of the Chief Executive and Director of Resources is 1:11.28, which represents a slight increase from the figure (1:11.06) reported in the last Pay Policy Statement. This multiple is based on current salaries, pay award pending.

The guidance also provides that Full Council should be offered the opportunity to consider salary packages in excess of £100,000 before any new appointment is made. In this regard, the Pay Policy Statement sets out the grading structure for all posts at Director 1 and above. All appointments are currently made in line with this grading structure and any proposal to make a new appointment otherwise than in accordance with it would first be referred to Full Council to consider.

Foundation Living Wage

The Local Government Services pay agreement for 2021/22 remains outstanding. The Employment Committee therefore agreed that, should it be required, the application of the uplifted Foundation Living Wage rate of £9.90 per hour (which is the equivalent of £19,100 per annum), subject to Full Council approval, may be delayed until a national pay agreement for Local Government Services for 2021-22 is reached, so that the Foundation Living Wage rate and the Local Government Services pay award can be applied at the same time, with the new Foundation Living Wage rate being backdated as necessary.

The council has previously committed to adjusting its Foundation Living Wage rate within six months of the new rate being announced nationally. The updated rate is usually applied from 1 April each year, subject to Full Council approval, and was increased in April 2021 to the current level. Delaying it this year would ensure that the council's pay and grading structure is not further eroded as a result of the outstanding Local Government Services pay award for 2021/22 as well as ensuring that parity with the wider workforce, who have not yet received an increase for 2021/22, is not affected. If delayed the Foundation Living Wage rate would be backdated to April 2022.

The Employment Committee also agreed that, subject to the views of the recognised trades unions, the method by which the Foundation Living Wage is paid moves to a supplement model by April 2023 which would ensure that the council's pay and grading structure is not further eroded by any future delays in reaching an agreement on Local Government Services pay or by the Foundation Living Wage uplift exceeding the Local Government Services pay award.

Consultations

The proposed Pay Policy Statement for 2022/23 has been shared with the recognised trade unions at the Joint Negotiating and Consultative Forum.

Implications:

This item has the following implications, as indicated:

Risk management

The Full Council is under a statutory duty to agree an annual pay policy statement and this function cannot be delegated.

Financial

There are no direct financial implications arising from the adoption of the pay policy statement.

Local Government (Access to Information) Act 1985

List of Background Papers

Paper	Date	Contact/Tel
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None		
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Reason for inclusion in Part II, if appropriate		
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N/A		
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Annual Pay Policy Statement 2022/23

(The Localism Act 2011)

Introduction

The Localism Act 2011 (the Act) requires the council to prepare a Pay Policy Statement each year. The pay policy statement must articulate the council's approach to a range of issues relating to the pay of its workforce, particularly its senior staff (or 'chief officers') and its lowest paid employees.

The following Pay Policy Statement has been approved by Full Council and will come into effect from 1 April 2022. This annual Pay Policy Statement will be subject to annual review and approval by Full Council by 31 March each year. In exceptional circumstances the statement may be reviewed/amended mid-year by the Full Council.

This statement will be published on the council's website following each review and approval by Full Council.

The purpose of this statement is to provide transparency with regard to the council's approach to setting the pay of its employees (excluding staff working in local authority schools) by identifying:

- the methods by which salaries of all employees are determined;
- the detail and level of remuneration of the council's most senior staff;
- the remuneration of the council's lowest-paid employees, and
- the relationship between the remuneration of chief officers and those employees who are not chief officers.

This Pay Policy Statement sets out the council's approach to pay policy in accordance with the requirements of Section 38 of the Act. Section 40(1) of the Act requires local authorities to have regard to guidance issued by the Secretary of State in performing their functions and approving Pay Policy Statements. In preparing this Pay Policy Statement regard has been given to the guidance issued by the Department for Communities and Local Government in February 2012 alongside the supplementary guidance issued in February 2013.

1. The Council's Pay and Grading Structure

- 1.1 Section 112 of the Local Government Act 1972 provides that a local authority shall appoint such officers as they think fit for the proper discharge of their functions. Officers so appointed shall hold office on such reasonable terms and conditions, including conditions as to remuneration, as the local authority thinks fit.
- 1.2 In determining the pay and remuneration of all of its employees, the council will comply with all relevant employment legislation. The council will ensure that there is no pay discrimination within its pay and grading structures and that all pay differentials can be objectively justified through the use of job evaluation mechanisms, which directly establish the relative levels of posts in grades according to the requirements, demands and responsibilities of the role.

- 1.3 The remuneration of the vast majority of employees of the council, other than those employee groups set out below, is in accordance with an objectively evaluated grade profile or job description as determined under the council's job evaluation scheme. The evaluated score for the grade profile/job description will determine the grading level paid within a locally agreed pay spine (the Lancashire Pay Spine (see Annex 1)). The council presently use the Local Government Single Status Job Evaluation Scheme (the NJC scheme) to evaluate posts up to Grade 6 on the Lancashire Pay Spine and the Hay Group Job Evaluation Scheme for other managerial and professional grades.
- 1.4 The following employee groups are not presently paid in accordance with an evaluated grade profile/job description determined by the council, unless employees have subsequently been appointed to a post that is paid in accordance with the Lancashire Pay Spine, and instead nationally or locally determined rates apply:
- Employees whose pay and conditions are determined by the Soulbury Committee;
 - Employees whose pay and conditions of service are determined by the Joint Negotiating Committee for Youth and Community Workers;
 - Employees who have transferred from the NHS to the council following a TUPE or statutory transfer;
 - Employees who have retained terms and conditions of employment from other employers following a Transfer of Undertakings (Protection of Employment) regulations (TUPE) transfer to the council.
- 1.5 The council presently adopts the national pay bargaining arrangements in respect of the revision of pay spines through any agreed annual pay increases negotiated with joint trade unions.
- 1.6 All other pay related enhancements and payable allowances/expenses are the subject of either nationally or locally negotiated and/or determined rates. The enhancements to pay and allowances/expenses payable as determined from time to time are provided at Annex 2 (Payable Enhancements) and Annex 3 (Allowances and Expenses) respectively.
- 1.7 New appointments will normally be made at the minimum of the relevant pay scale for the grade, although recruiting managers have discretion to offer a higher scale point to secure the best candidate.
- 1.8 Progression within each grade will normally be by annual increment at 1 April each year subject to the maximum of the grade. However, heads of service have discretion to advance an individual employee's incremental progression

within the grade on the grounds of special merit or ability to assist in the retention of able professional or other staff.

- 1.9 Any temporary supplement to the salary scale for the grade for taking on additional duties or responsibilities must be approved in accordance with the council's agreed policy relating to honoraria and acting up payments.
- 1.10 From time to time it may be necessary to take account of the external pay levels in the labour market in order to attract and retain employees with particular experience, skills and capacity. Where necessary, the council will ensure the requirement for such is objectively justified by reference to clear and transparent evidence of relevant market comparators, using data sources available from within the local government sector and outside, as appropriate.

2. Chief Officer Remuneration

- 2.1 The Act defines chief officers as the following (the post titles in brackets identify the relevant posts within the council's senior management structure):
- The Head of the Paid Service (the Chief Executive and Director of Resources);
 - The Monitoring Officer (the Director of Corporate Services);
 - A statutory chief officer (the Executive Director of Education and Children's Services, the Executive Director of Adult Services and Health & Wellbeing, the Chief Executive and Director of Resources (also the Council's s.151 Officer / Chief Financial Officer) and the Director of Public Health).
 - A non-statutory chief officer (the Executive Director of Growth, Environment and Transport, the Director of Finance, the Director of Strategy and Performance, and any other postholder reporting directly to or directly accountable to the Chief Executive);
 - A deputy chief officer (all other director grade posts).
- 2.2 The terms and conditions of employment applicable to officers on director grades and above are as determined by the NJC for Local Government Services ('Green Book') as amended, supplemented or superseded by decisions on conditions of service made by the council from time to time. This also applies to the Chief Executive and Director of Resources with the exception of an additional provision relating to remuneration in relation to acting as returning officer (see below) and a time limited restriction on re-employment.
- 2.3 The council's pay and grading structure is as approved by Full Council. The grade profile/job description of each chief officer post has been objectively evaluated using a recognised job evaluation scheme (the Hay Group Job Evaluation Scheme). The evaluated score of the grade profile/job description

will determine the grading level paid within the Lancashire Pay Spine. Salary packages take account of such factors as the requirements of the job, the relative size of the organisation, local and national market rates and the relationship with other posts within the grading structure.

- 2.4 Details of chief officers' basic salaries are set out below (salaries are as applicable at 1 April 2020, as a national pay agreement for 2021-22 for Local Government Services has not yet been reached). A structure chart identifying all posts covered by the statutory definition of chief officer posts is provided at Annex 4.

Chief Executive

The current basic salary package of the post of Chief Executive and Director of Resources/Head of Paid Service is £216,826 per annum, a single, spot salary (SCP 90).

The Chief Executive also acts as Returning Officer for all county council elections for which an additional allowance is payable in relation to the overall supervision and ultimate responsibility for the conduct of council elections.

The fee payable is calculated in accordance with a formula approved by Full Council, currently 15% of the total fees payable to Deputy Returning Officers employed by district councils (which are based on a set amount for each councillor to be elected, currently £71.25). In a contested election, the council presently has 84 elected members. Elections take place on a 4 year cycle although by-elections may take place at other times.

Executive Directors

The current basic salary package for posts designated as Executive Director fall within a range of five incremental points between £129,643 (SCP 85) rising to a maximum of £140,894 (SCP 89).

The post of Executive Director of Education and Children's Services attracts a market supplement of £26,796 per annum, which is paid in addition to the salary for an Executive Director graded post.

Director Grades

The current basic salary package of posts within the director grades fall within a range of three levels each comprising of five incremental points as set out below:

- Director Grade 1 (D1) - £85,159 (SCP 70) rising to £93,475 (SCP 74)
- Director Grade 2 (D2) - £95,326 (SCP 75) rising to £103,645 (SCP 79)
- Director Grade 3 (D3) - £114,504 (SCP 80) rising to £125,408 (SCP 84)

The post of Director of Investment attracts a market supplement of £26,688 per annum, which is paid in addition to the salary for a Director Grade 3 (D3) post.

Officers Reporting Direct to the Chief Executive, Statutory and Non-statutory Chief Officers

There are currently a number of officers at head of service level who meet the statutory definition of non-statutory chief officer, or deputy chief officer, but who are not employed on director grades or chief officer terms and conditions. These posts are identified on the structure chart provided at Annex 4.

2.5 Progression through the grade is by annual increment, which normally happens on 1 April each year.

2.6 Salary levels are increased in accordance with any nationally agreed pay settlement negotiated through the NJC for Local Government Services.

2.7 Other Remuneration Elements

2.7.1 In addition to basic salary, all chief officer posts are entitled to:

- A lease car. The current maximum contribution by the council, based on the annual rental payable for any vehicle, is £6,000 (£6,500 for the Chief Executive and Director of Resources); or,
- As an alternative to a lease car, or where engaged on a contract for less than three years, a chief officer may opt to receive a cash equivalent sum of £5,300 per annum (as at 1 April 2021) (this sum is subject to annual review);
- The council operates a policy of reimbursing the membership fees incurred by a chief officer in relation to membership of a professional body;
- Official business mileage undertaken by chief officers is reimbursed at the prevailing advisory rate set by HMRC in relation to company cars. This rate is calculated on the basis that it does not include any taxable profit and no national insurance contribution liability as the rate is intended to reflect actual fuel costs.
- Other allowances and expenses that chief officers may claim are as set out within the list provided at Annex 3 (Allowances and Expenses). The allowances and expenses that may be claimed are as applicable to other employees of the council.
- Chief officers are not permitted to claim any payable enhancements as documented at Annex 2 (for example, planned overtime payments or enhancements for weekend working).

2.7.2 To meet specific operational requirements it may be necessary in exceptional circumstances for an individual to temporarily take on additional duties or

responsibilities. Where this is necessary and justified a temporary supplement to the salary scale for the grade must be approved in accordance with the council's agreed policy relating to honoraria and acting up payments.

2.8 Performance Related Pay/Bonus Scheme

With the exception of progression through the incremental scale of the relevant grade, the level of remuneration is not variable or dependent upon the achievement of defined targets.

The council does not operate a performance related pay scheme in relation to its chief officers nor does it pay bonuses or any other cash incentive.

2.9 Recruitment of Chief Officers

2.9.1 The council has delegated the appointment and dismissal of the Chief Executive and Director of Resources (Head of Paid Service and Chief Financial Officer), Executive Directors, and the Monitoring Officer, collectively referred to as 'senior officers', to the Employment Committee. The committee is also responsible for the appointment of Directors who hold the statutory responsibilities for Children's Services (the Executive Director of Education and Children's Services), Adult Services (the Executive Director of Adult Services and Health and Wellbeing) and Public Health (the Director of Public Health).

2.9.2 When recruiting to all chief officer posts the council is required to comply with the statutory requirement that no appointment or dismissal (including dismissal by reason of redundancy) may proceed until all Cabinet Members have been notified of the proposed appointment or dismissal to allow them the opportunity to object. Where the committee is appointing or dismissing the Head of Paid Service, the Monitoring Officer or the Chief Financial Officer, the Full Council must also approve the appointment or dismissal before an offer of appointment is made or notice of dismissal is given.

2.9.3 Remuneration on appointment is determined by the committee at a scale point within the evaluated grade for the post, having regard to the qualifications and experience of the successful candidate. The committee has further discretion to agree the payment of an additional market supplement, where appropriate.

2.9.4 Relocation allowances paid to chief officers are in accordance with the council's relocation allowances scheme, which applies to permanent employees (and fixed term appointments of two years or more) who are appointed as a result of external advertisement, and who are obliged to relocate their place of residence as a direct result of taking up their initial appointment with the council.

The maximum amount payable under the relocation scheme is £7,660 net of VAT (as at 1 April 2021) plus an additional discretionary element of £2,000 is payable in exceptional circumstances. The Employment Committee has

further discretion to agree to relocation allowances outside the provisions of the relocation scheme where they consider this to be reasonable and appropriate.

- 2.9.5 Where the council is unable to recruit chief officers, or there is a need for interim support to provide cover for a substantive chief officer post, the council will, where necessary, consider engaging individuals under a 'contract for service'. These will be sourced through an appropriate procurement process ensuring that the council is able to demonstrate the maximum value for money benefits from competition in securing the relevant service. In making such assessments it should be noted that in respect of such engagements the council is not required to make either pension or national insurance contributions for such individuals. Public Health Consultants are currently being used on this basis to support the council in its coronavirus pandemic response. The post of Director of Adult Care and Provider Services is also being covered by an interim, pending a permanent appointment being made to the role. If an interim worker uses an intermediary personal service company the council is responsible for assessing their tax and national insurance liability under the IR35 rules, alongside deducting and paying the correct tax.

2.10 Payments on Termination of Employment

- 2.10.1 The council's policies in relation to redundancy payments and early retirement are set out respectively within its Employer Discretions Policy, Redundancy Payments Scheme, Early Retirement and Business Efficiency (Early Retirement) Policies. These policies are subject to review in light of possible future reforms to exit payments. The council's policy in relation to payments on termination is as summarised below:

Redundancy payments, for both voluntary and compulsory redundancy, are based upon the statutory redundancy payments scale. Under the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006, the council does not apply its discretion under Regulation 5 to base any redundancy payments on an employee's actual week's pay where this exceeds the statutory week's pay limit, nor does it apply its discretion under Regulation 6 to award lump sum compensation over and above that which is set out under the statutory redundancy payments scale. A week's pay does not include other payments (unless these are deemed to be contractual) nor does it include employer pension contributions.

Under Regulation 31 of the Local Government Pension Scheme Regulations 2013, the council may award additional pension of not more than £7,316 a year (as at 1 April 2021) in exceptional and justifiable circumstances.

- 2.10.2 The council does not operate a policy of making any specific or general payment to its chief officers on their ceasing to hold office or to be employed by the council but it may, where appropriate, agree to waive or pay contractual notice.

- 2.10.3 Any other forms of severance payment falling outside these provisions must be authorised by or on behalf of the Full Council.

2.11 Tax Avoidance Measures

All chief officers are remunerated via monthly salary payments. Appropriate tax and national insurance deductions are made in accordance with HMRC regulations and there are no arrangements in place for the purpose of minimising tax payments.

3. Lowest Paid Employees

- 3.1 The lowest paid persons employed under a contract of employment with the council are employed on full time equivalent (37 hours) salaries in accordance with the minimum spinal column point currently in use within the council's grading structure (the Lancashire Pay Spine).
- 3.2 With effect from 1 April 2014 the council became a Foundation Living Wage employer and committed to adjusting its Foundation Living Wage rate within six months of the national rate being updated, subject to Full Council approval. The updated rate usually takes effect from 1 April each year but as the Local Government Services pay agreement for 2021-22 is still outstanding, the council has decided to delay applying the updated Foundation Living Wage rate of £9.90 per hour until a national pay agreement is reached, so that both the Foundation Living Wage rate and the national pay award can be applied at the same time, with the new Foundation Living Wage rate being backdated to 1 April 2022. This will mean that all employees, with the exception of apprentices, will be paid a minimum of £9.90 per hour, which is the equivalent of £19,100 per annum, from when the update takes effect. All employees, except apprentices, are currently paid £9.50 per hour, which is the equivalent of £18,329 per annum, based on the Foundation Living Wage rate that came into effect on 1 April 2021. (This excludes staff in schools, as the decision as to whether to adopt the Foundation Living Wage sits with the individual Governing Body of each school). The council has committed to reviewing the method by which it pays the Foundation Living Wage by April 2023 as the option to apply this as a supplement to pay, instead of as a specific rate within the Lancashire Pay Spine, is available and this would ensure that the Lancashire Pay Spine is not further eroded by the Foundation Living Wage rate exceeding the Local Government Services agreed pay awards.
- 3.3 As at 1 April 2022, the lowest grading level within the Lancashire Pay Spine is Grade 1, which is a single point salary of £17,842 per annum. This single point salary applies in the case of apprentice posts, is a rate that came into effect on 1 April 2020 and will be uplifted in line with any national negotiated pay award that is agreed from 1 April 2021 and 1 April 2022.

4. The relationship between the remuneration of Chief Officers and those employees who are not Chief Officers

- 4.1 The relationship between the rate of pay for the lowest paid and chief officers is determined by the job evaluation process used for establishing the grading of posts and grade profiles/job descriptions as set out earlier in this policy statement.
- 4.2 Local authorities are recommended to publish the pay multiple between the highest paid employee and the median average earnings across the organisation. The current pay levels within the council define the multiple between the average full time equivalent salary (excluding chief officer posts) and the Chief Executive and Director of Resources as being:

Median average 1:11.28 (figures based upon 2021 median average FTE salary of £19,698 and Chief Executive and Director of Resources' salary of £216,826 plus the £5,300 lease car cash equivalent sum – pay award pending).

- 4.3 As part of its overall and ongoing monitoring of alignment with external pay markets, both within and outside the sector, the council will use available benchmark information as appropriate.

In addition, upon the annual review of this statement, the council will also monitor any changes in the relevant 'pay multiples' and benchmark against other comparable local authorities.

The council's policy aim is for the multiple between the median salary and that of the highest paid officer to not exceed 1:16 (currently 1:11.28, based on 2021 salary data – pay award pending).

5. Accountability and Decision Making

The Local Authorities (Functions and Responsibilities) (England) Regulations 2000 prescribe certain functions that may not be exercised by a local authority's executive (Cabinet or Cabinet Member) and includes the power to appoint staff and to determine the terms and conditions on which they hold office, including procedures for their dismissal. These functions must therefore be exercised by the Full Council or delegated by the Full Council to a committee or officer.

The Local Authorities (Standing Orders) (England) Regulations 2001 and Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015 provide that the functions of dismissal of, and taking disciplinary action against, a member of staff must be discharged by the head of the paid service (the Chief Executive and Director of Resources) or an officer nominated by him/her. However, this provision does not apply to the posts identified in paragraph 2.1 above (chief officers) and the council's constitution currently provides that these functions in relation to the Chief Executive and Director of Resources and some other senior posts are discharged on behalf of the Full Council by the Employment Committee (subject to the requirements set out in paragraph 2.9.1 and 2.9.2 above).

The Employment Committee was established by Full Council to discharge all functions in relation to the terms and conditions of employment of all staff, including chief officers.

Section 42 of the Act provides that the function of approving an annual Pay Policy Statement may not be delegated to a committee, therefore the function of the Employment Committee in this regard is to recommend a Pay Policy Statement to Full Council for approval.

6. Re-employment / Re-engagement of former Chief Officers

- 6.1 The council in its role as administrator of the Lancashire Pension Fund has adopted a policy for scheme employers participating in the Lancashire Pension Fund regarding re-employment within local government or by an employer who offers membership of the Local Government Pension Scheme (LGPS). Under the policy only members in receipt of ill health pensions will be subject to abatement where, accounting for the effect of index linking, the aggregate of the pension and the earnings in the new employment exceed the rate of pay on leaving the first employment. However, any benefits built up from 1 April 2014 within the LGPS are unaffected by the effect of any re-employment.

The benefits are adjusted where the aggregate of the pension and the earnings in the new employment exceed the rate of pay on leaving the first employment.

- 6.2 In addition to the policy highlighted above, re-employed pensioners who have previously retired on redundancy or efficiency grounds before October 2006 and been awarded compensatory added years, are also subject to abatement. This abatement applies only to the benefits which are payable in relation to the added years awarded.

There is no discretion for the council as administrator of the Lancashire Pension Fund on whether or not they apply this particular abatement in respect of benefits payable as a result of the previous award of compensatory added years.

- 6.3 It is a condition of the council's redundancy procedure that employees wishing to apply for voluntary redundancy must agree in writing that they will not apply for future employment with the council for a period of three years following the date of the termination of their former employment. The three year no return policy has been temporarily relaxed in response to the coronavirus pandemic to allow former employees who have left on the grounds of voluntary redundancy to be brought back, where required, to support critical roles.
- 6.4 The council will not re-engage as a chief officer under a contract for services any former employee of the council who, on ceasing employment with the council, was in receipt of a severance payment, a redundancy payment or a pension from the council for a period of three years following the date of the termination of their former employment.

7. Pension Contributions

- 7.1 Where employees become members of the Local Government Pension Scheme, the council is required to make a contribution to the scheme representing a percentage of the pensionable remuneration due under the contract of employment of that employee. The rate of contribution is set by Actuaries advising the Lancashire Pension Fund and reviewed on a triennial basis in order to ensure the scheme is appropriately funded. The rate effective from 1 April 2020 (set at 31 March 2019) is 17%, this rate is applicable for the full valuation period up to 31 March 2023. Although this is the certified rate, the council has exercised an option to pre-pay this contribution as a lump sum payment (there are no deficit payments for this valuation period).
- 7.2 The employee contribution rates for members of the Local Government Pension Scheme are reviewed on 1 April each year. The rates as effective from 1 April 2021 are as set out below:

<u>Pensionable pay range</u>	<u>Employee Contribution Rate</u>
Up to £14,600	5.5%
£14,601 to £22,900	5.8%
£22,901 to £37,200	6.5%
£37,201 to £47,100	6.8%
£47,101 to £65,900	8.5%
£65,901 to £93,400	9.9%
£93,401 to £110,000	10.5%
£110,001 to £165,000	11.4%
£165,001 or more	12.5%

Teachers' Pension Scheme (applicable to those employees whose pay and conditions of service are determined by the Joint Negotiating Committee for Youth and Community Workers) – rates effective from 1 April 2021

<u>Annual Salary Rate</u>	<u>Employee Contribution Rate</u>
Up to £28,309.99	7.4%
£28,310 to £38,108.99	8.6%
£38,109 to £45,185.99	9.6%
£45,186 to £59,885.99	10.2%
£59,886 to £81,661.99	11.3%
£81,662 and above	11.7%

The current employer contribution rate, from 1 September 2019, is 23.68% of contributory pay (this includes the administration levy of 0.08%).

NHS Pension Scheme (applicable to those employees who are able to retain membership of the NHS Pension Scheme) – rates from 1 April 2015 through to 31 March 2022

<u>Full Time Equivalent Salary</u>	<u>Employee Contribution Rate</u>
Up to £15,431.99	5.0%
£15,432.00 to £21,477.99	5.6%
£21,478.00 to £26,823.99	7.1%
£26,824.00 to £47,845.99	9.3%
£47,846.00 to £70,630.99	12.5%
£70,631.00 to £111,376.99	13.5%
£111,377.00 and over	14.5%

The current employer contribution rate is 20.6% (including the scheme administration charge), though employers in the Scheme have continued to pay 14.38% under a transitional arrangement in place for 2019/20 that continued in 2020/21 and will continue again in 2021/22.

Grade 1 - 229 NJC points	164	SCP 1	£17,842	£1,487	£9.25
	FOUNDATION LIVING WAGE (FLW) wef 01/04/2021	FLW	£18,329	£1,527	£9.50
Grade 3 255 - 299 NJC points	Grade 4 300 - 359 NJC points	SCP 3	£18,562	£1,547	£9.62
		SCP 4	£18,933	£1,578	£9.81
		SCP 5	£19,312	£1,609	£10.01
		SCP 6	£19,698	£1,642	£10.21
Grade 5 360 - 419 NJC points 158 - 186 Hay points	Grade 6 420 - 479 NJC points 187 - 222 Hay points	SCP 7	£20,092	£1,674	£10.41
		SCP 8	£20,493	£1,708	£10.62
		SCP 9	£20,903	£1,742	£10.83
		SCP 10	£21,322	£1,777	£11.05
		SCP 11	£21,748	£1,812	£11.27
		SCP 12	£22,183	£1,849	£11.50
		SCP 13	Currently Inactive		
		SCP 14	£23,080	£1,923	£11.96
		SCP 15	£23,541	£1,962	£12.20
		SCP 16	Currently Inactive		
		SCP 17	£24,491	£2,041	£12.69
		SCP 18	Currently Inactive		
Grade 7 480 - 539 NJC points 223 - 264 Hay points	Grade 8 540 - 599 NJC points 265 - 313 Hay points	SCP 19	£25,481	£2,123	£13.21
		SCP 20	£25,991	£2,166	£13.47
		SCP 21	Currently Inactive		
		SCP 22	£27,041	£2,253	£14.02
		SCP 23	£27,741	£2,312	£14.38
		SCP 24	£28,672	£2,389	£14.86
		SCP 25	£29,577	£2,465	£15.33
		SCP 26	£30,451	£2,538	£15.78
		SCP 27	£31,346	£2,612	£16.25
		SCP 28	£32,234	£2,686	£16.71
Grade 9 600 - 659 NJC points 314 - 373 Hay points		SCP 29	£32,910	£2,743	£17.06
		SCP 30	£33,782	£2,815	£17.51
		SCP 31	£34,728	£2,894	£18.00
		SCP 32	£35,745	£2,979	£18.53
		SCP 33	£36,922	£3,077	£19.14
		SCP 34	£37,890	£3,158	£19.64
		SCP 35	£38,890	£3,241	£20.16

	Grade 10 660 - 719 NJC points 374 - 443 Hay points	SCP 36	£39,880	£3,323	£20.67
		SCP 37	£40,876	£3,406	£21.19
		SCP 38	£41,881	£3,490	£21.71
		SCP 39	£42,821	£3,568	£22.20
Grade 11 720 - 779 NJC points 444 - 526 Hay points		SCP 40	£43,857	£3,655	£22.73
		SCP 41	£44,863	£3,739	£23.25
		SCP 42	£45,859	£3,822	£23.77
		SCP 43	£46,845	£3,904	£24.28
	Grade 12 780 - 849 NJC points 527 - 645 Hay points	SCP 44	£47,847	£3,987	£24.80
		SCP 45	£48,883	£4,074	£25.34
		SCP 46	£49,866	£4,156	£25.85
		SCP 47	£50,882	£4,240	£26.37
		SCP 48	£51,903	£4,325	£26.90
Currently Inactive		SCP 49	Currently Inactive		
		SCP 50			
		SCP 51			
Grade 13 850 - 909 NJC points 646 - 765 Hay points		SCP 52	£57,439	£4,787	£29.77
		SCP 53	£58,519	£4,877	£30.33
		SCP 54	£59,604	£4,967	£30.89
		SCP 55	£60,275	£5,023	£31.24
		SCP 56	£61,457	£5,121	£31.85
		SCP 57	£62,638	£5,220	£32.47
Currently Inactive		SCP 58	Currently Inactive		
		SCP 59			
		SCP 60			
	Grade 14 910 - 969 NJC points 766 - 909 Hay points	SCP 61	£67,722	£5,644	£35.10
		SCP 62	£69,024	£5,752	£35.78
		SCP 63	£70,321	£5,860	£36.45
		SCP 64	£71,375	£5,948	£37.00
		SCP 65	£72,810	£6,068	£37.74
		SCP 66	£74,238	£6,187	£38.48
Currently Inactive		SCP 67	Currently Inactive		
		SCP 68			
		SCP 69			
D1 910 - 1065 Hay points		SCP 70	£85,159	£7,097	£44.14
		SCP 71	£87,235	£7,270	£45.22
		SCP 72	£89,316	£7,443	£46.29
		SCP 73	£91,396	£7,616	£47.37

		SCP 74	£93,475	£7,790	£48.45
	D2 1066 - 1194 Hay points	SCP 75	£95,326	£7,944	£49.41
		SCP 76	£97,407	£8,117	£50.49
		SCP 77	£99,488	£8,291	£51.57
		SCP 78	£101,569	£8,464	£52.65
		SCP 79	£103,645	£8,637	£53.72
D3 1195 - 1339 Hay points		SCP 80	£114,504	£9,542	£59.35
		SCP 81	£117,230	£9,769	£60.76
		SCP 82	£119,955	£9,996	£62.18
		SCP 83	£122,681	£10,223	£63.59
		SCP 84	£125,408	£10,451	£65.00
	ED 1340 - 2060 Hay points	SCP 85	£129,643	£10,804	£67.20
		SCP 86	£132,459	£11,038	£68.66
		SCP 87	£135,270	£11,273	£70.11
		SCP 88	£138,084	£11,507	£71.57
		SCP 89	£140,894	£11,741	£73.03
CE		SCP 90	£216,826	£18,069	£112.39

Payable Enhancements

(Updated 28 August 2020)

The following pay elements replace those contained within national agreements relating to the NJC for Local Government Services (Part 3, Section 2 'Working Arrangements').

Element	Rate Payable	Additional information
Extra Duty - additional hours (below 37hpw)	Plain time	
Overtime - additional hours (above 37hpw)	Time + 25% Time + 33% (contractual overtime rate)	Employees graded above Scp 19 will be granted TOIL. In exceptional circumstances, see 'Planned Overtime' below. Where employees are called upon to return to work, see arrangements below.
Night Work	Time + 25%	Payable between the hours 11pm and 8am subject to start time being before 6am. See definition below.
Weekend Work	Time + 25% Time + 33% (contractual weekend rate)	Payable where required to work Saturday and Sunday as part of normal working week (i.e. not where this is overtime).
Bank Holidays and Extra Statutory Days	Time + 50% In addition, at a later date, time off with pay shall be allowed as follows: Time worked less than half the normal working hours on that day - Half Day. Time worked more than half the normal Working	Payable for hours worked from midnight until 23.59 hours. See arrangements below for bank holidays that fall on a Saturday or Sunday over the Christmas and New Year period.

	hours on that day - Full Day.	
Shift Work – rotating shift/alternating shift	Time + 10%	Criteria to be met to qualify for payment set out below.
Split daily shifts (Split Duty)	Additional 5p per hour	See definition below.
Standby payments	<p>Full week outside normal working hours – 20% enhancement on basic weekly pay subject to a minimum payment of £125.</p> <p>For periods of less than one week:</p> <p>Mon/Fri – enhancement based on 2% of a week's basic pay or a minimum payment of £13.89 whichever is the greater.</p> <p>Sat/Sun – enhancement based on 2% of a week's basic pay or a minimum payment of £13.89 whichever is the greater for each 12 hour period of duty.</p> <p>50% enhancement on rates outlined above for work on a bank holiday or extra- statutory days.</p>	<p>Where task undertaken has been evaluated then 20% of rate for the job is payable subject to a minimum payment of £125 per week.</p> <p>If called out, contractual overtime rates apply (see above).</p> <p>Employees graded above Scp 48 (or equivalent) will not be eligible to receive standby payments.</p> <p><u>Payment for Rostered Emergency Duty Scheme</u></p> <p>Employees who are designated by services to provide a guaranteed level of emergency cover in order to meet the requirements of the national standards for the Emergency Planning function will receive standby payments where they are required to provide a full week of emergency contact duty outside normal working hours.</p>
Emergency Call Out	Overtime rates payable (see above). Minimum 2 hours' payment will apply.	
First Aid payment	Designated First Aider - £104 per annum.	Not payable where requirement to provide first aid forms a part of core duties

	Designated deputy First Aider - £52 per annum.	as this accounted for in the grade for the job.
Sleeping-in Duty Payment	£37.07	NJC rates apply. Rate with effect from 1 April 2020.
Tool Allowance	£7.74 per week	Lancashire agreed term and condition, increased in line with NJC for Local Government Services pay awards. Rate with effect from 1 April 2020.

Planned Overtime:

A Head of Service may approve in advance, and in exceptional recorded circumstances, the working of planned overtime for a period not exceeding six months in any financial year in respect of specified groups of employees who do not qualify for overtime payments, subject to the availability of sufficient budgetary resource.

Remuneration for planned overtime will be at the rate of time + 25% related to Scp 19, or at plain time rates relative to the employee's personal salary, whichever is the greater.

If, exceptionally, an employee is required to work planned overtime on a Statutory or Extra Statutory Holiday, remuneration will be at the rate of time + 50% related to Scp 19 or at plain time rates relative to the employee's personal salary, whichever is the greater.

Employees Called Upon to Return to Work:

Employees graded Scp 19 and below who are called upon to return to work outside their normal working hours in certain prescribed emergency situations, including the activation of intruder alarm systems, will receive a minimum payment of 2 hours at the overtime rate appropriate to the particular day, together with the payment of appropriate travelling expenses (including taxi fares, where necessary).

In non-emergency situations, normal overtime or time off arrangements will apply.

Employees paid above Scp 19 who are called upon to return to work in certain prescribed emergency situations, including the activation of intruder alarm systems, would receive a minimum payment per occasion of 2 hours at planned overtime

rates. Appropriate travelling expenses are payable, with time in excess of 2 hours being calculated on the basis of the elapsed period between departure from home and arrival back home.

Night Work:

Employees who work at night as part of their working week are entitled to receive an enhancement of 25% for all hours worked between 11pm and 8am subject to the start time being before 6am.

The night work enhancement shall be payable, where appropriate, in addition to the enhanced rates of pay, for work, as part of the normal working week, on Saturday and on Sunday. The night work allowance does not apply to shift workers.

Shift Working:

'Shift Worker' means an employee who works on rotating shifts in immediate succession normally covering a period of twenty four hours or on alternating shifts either in immediate succession or overlapping but covering a portion of twenty four hours only. In both cases, the enhancement is only payable where an employee covers all shifts.

A rotating shift enhancement of 10% will be payable where:

- The total period covered by the shift is 18 hours or more;
- At least four hours are worked between 8pm and 6am;

An alternating shift enhancement of 10% will be payable where:

- The total period covered by the shifts is 11 hours or more;
- There are at least four hours between the starting time of the earliest and latest shifts;
- The number of 'normal office hour' shifts does not exceed one half (i.e. 1 in 2) of the total number of shifts. Normal office hours will be as determined by the service concerned.
- The shift pattern must vary by at least 33.3% (i.e. 1 in 3 shifts must vary).

Split Duty:

Employees, whose normal daily duty necessitates more than one attendance with a continuous break between attendances of not less than two hours, including the normal break, shall be paid an additional 5p per hour for all hours worked during such spread over duty. The payment shall not be taken into account in calculating payments in respect of overtime and shall not apply to employees called upon to return to work or employees engaged on night work.

Bank Holidays Falling on a Saturday or Sunday over the Christmas and New Year Period:

The following arrangements will apply where a bank holiday falls on a Saturday or Sunday over the Christmas and New Year period:

- Where employees are required to work on either the bank holiday as it falls or on the substitute public holiday they will receive bank holiday pay and time off with pay at a later date (in line with the arrangements above) for working on the actual bank holiday, and no bank holiday pay but time off with pay at a later date for working on the substitute day.
- Where employees are required to work on both the bank holiday as it falls and on the substitute public holiday they will receive bank holiday pay and time off with pay at a later date (in line with the arrangements above) for working on the actual bank holiday, and no bank holiday pay or time off with pay at a later date for working on the substitute day.

Allowances and Expenses

Type of Allowance or Expense	Amount or Rate Payable	Effective Date	Additional Information
Subsistence allowances	<p>The maximum amounts that can be claimed are as follows:</p> <p>Breakfast - £8.01</p> <p>Lunch - £8.24</p> <p>Dinner/Evening Meal - £13.64</p>	<p>1 April 2021</p> <p><u>Note:</u> These allowances will be increased as from 1 April each year by the annual increase in the Retail Price Index (RPI) published in the preceding November.</p>	See Travel and Expenses Policy and Procedure for further details.
Meal charges for residential and allied staff (resident and non-resident staff)	<p>Breakfast - £1.02</p> <p>Dinner/Main Meals - £1.74</p> <p>Tea - £0.48</p> <p>Snack Supper - £0.79</p> <p>-----</p> <p>Total - £4.03</p> <p>For ease of administration, these rates may be used on the following basis:</p> <p>Weekly - £28.41</p> <p>Monthly - £123.16</p> <p>Per Annum - £1,478.01</p>	<p>1 April 2021</p> <p><u>Note:</u> These charges are reviewed annually in line with movements in the appropriate sectors of the RPI.</p>	The Green Book (Part 3 Paragraph 8) provides that arrangements in the former APT & C and Manual national agreements in relation to (i) free meals and (ii) accommodation and meal charges will remain in place unless and until alternative arrangements are agreed locally.
Overnight allowance (including London)	In exceptional circumstances, where it is not possible for the County Council to make a direct booking, the actual <u>receipted cost</u> of accommodation, including breakfast, will be reimbursed	<p>1 April 2021</p> <p><u>Note:</u> These allowances are linked to the Members' Allowance Scheme agreed by the County Council and</p>	See Travel and Expenses Policy and Procedure for further details.

	<p>subject to the following maximum limits:</p> <p>On business in London - £154.46</p> <p>On business outside London - £134.49</p>	<p>will be updated in line with that scheme.</p>	
Expenses where employees are travelling outside Great Britain	<p>See Travel and Expenses Policy and Procedure for further details in respect of claiming for accommodation, travel (to/from the country) and hospitality.</p> <p>For all other expenses, including travel whilst abroad and subsistence expenses, a flat rate of £90.00 per day should be claimed and invoices/receipts need not be produced.</p>	<p>Flat rate amount effective from 1 April 2021</p> <p><u>Note:</u> The flat rate amount will be increased from 1 April each year by the annual increase in the RPI published in the preceding November.</p>	<p>See Travel and Expenses Policy and Procedure for further details.</p>
Relocation allowances	<p>Up to a maximum of £7,660 (net of VAT).</p> <p>The maximum allowance payable to any appointed employee will be the maximum allowance operating at the date of their appointment.</p>	<p>1 April 2021</p> <p><u>Note:</u> The revised allowance will operate from 1 April each year and will be based on the annual percentage increase in the RPI as at the preceding January.</p>	<p>Heads of Service may authorise the payment of relocation allowances.</p> <p>See Relocation Allowance Scheme for further details.</p>
<p>Mileage allowances</p> <p><u>Business mileage</u></p>	<p><u>Car Users</u></p> <p>45.0p per mile for the first 10,000 business miles in the tax year.</p>	<p>1 July 2012</p> <p><u>Note:</u> These rates will be updated in line with any</p>	<p><u>Car, Motorcycle and Bicycle Users</u></p> <p>Business mileage is reimbursed at the HMRC approved mileage rates.</p>

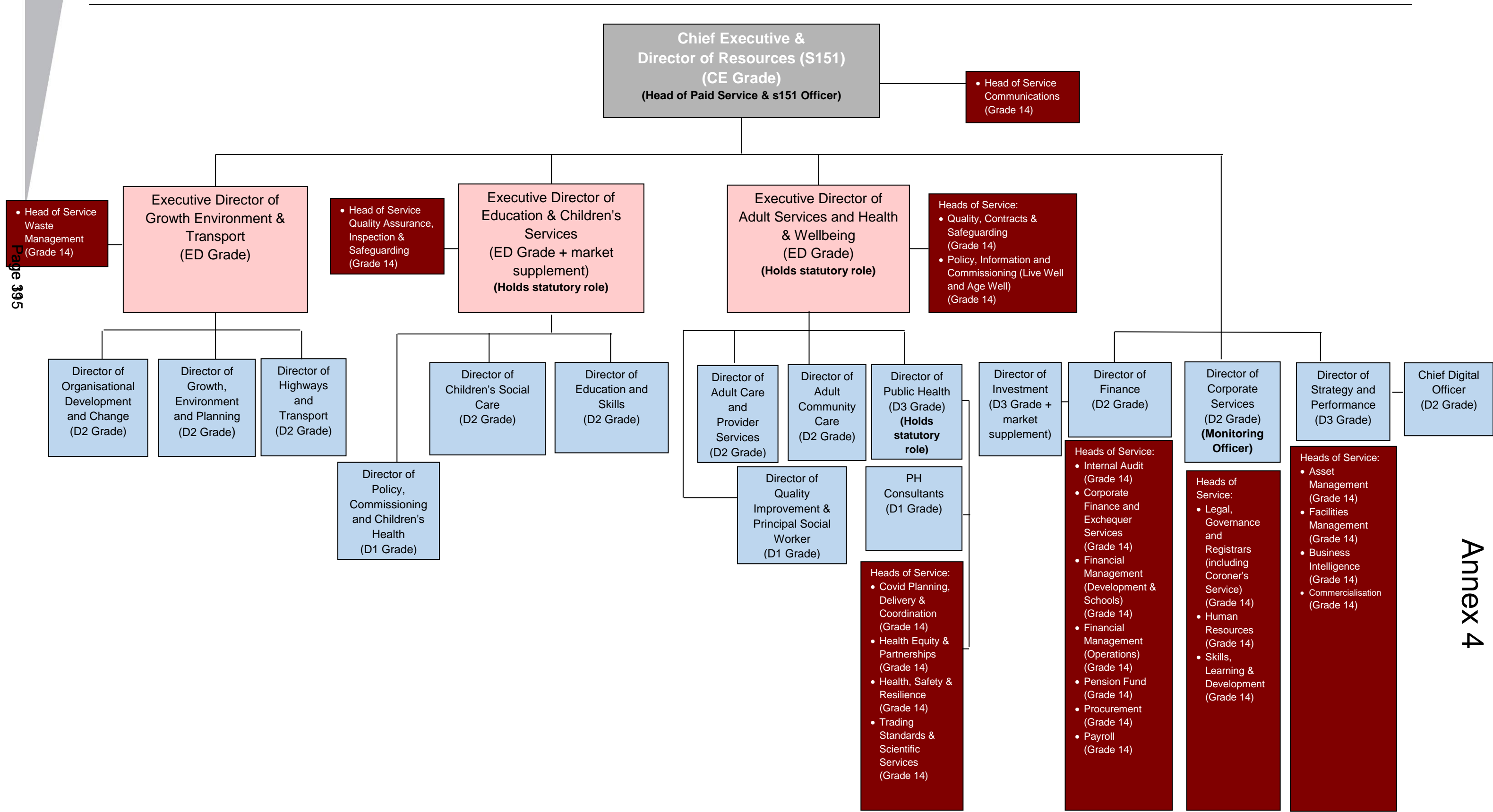
	<p>25.0p per mile for each business mile over 10,000 in the tax year.</p> <p><u>Motorcycles</u> 24.0p per mile.</p> <p><u>Bicycles</u> 20.0p per mile.</p> <p><u>Car Contract Hire Users</u> Variable. See 'Additional Information' (opposite).</p>	<p>changes to the HMRC rates.</p> <p>1 April 2012</p> <p><u>Note:</u> The County Council will apply any new rates at the beginning of each calendar quarter – on 1 March, 1 June, 1 September and 1 December – in line with HMRC timescales.</p>	
<u>Training mileage</u>	<p><u>Car Users</u> 13.0p per mile.</p> <p><u>Motorcycles</u> 13.0p per mile.</p>	<p>1 December 2021</p> <p><u>Note:</u> The County Council will apply any new rates at the beginning of each calendar quarter – on 1 March, 1 June, 1 September and 1 December – in line with HMRC timescales.</p>	<p><u>Car Contract Hire Users</u> Business mileage for car contract hire users (including all employees graded Director 1 and above on the Lancashire Pay Spine in receipt of a lease car or cash equivalent sum) is reimbursed at the HMRC advisory fuel rates for company cars, details of which can be found at https://www.gov.uk/government/publications/advisory-fuel-rates.</p> <p>This mileage rate will apply to all mileage undertaken by car contract hire users.</p> <p><u>Training Mileage</u> The training mileage rate is in line with the minimum HMRC advisory fuel rate for a petrol engine car, details of which can be found at https://www.gov.uk/government/publications/advisory-fuel-rates.</p>
<u>Excess travel mileage</u>	<p><u>Car Users</u> 13.0p per mile.</p> <p><u>Motorcycles</u> 13.0p per mile.</p>	<p>1 December 2021</p> <p><u>Note:</u> The County Council will apply any new rates at the beginning of each calendar quarter – on 1</p>	<p><u>Excess Travel Mileage</u> Excess travel mileage is the difference in mileage between home and current workbase and home to new workbase. See Compensation Payments Policy for further details.</p>

		March, 1 June, 1 September and 1 December – in line with HMRC timescales.	<p>The excess travel mileage rate is in line with the minimum HMRC advisory fuel rate for a petrol engine car, details of which can be found at http://www.gov.uk/government/publications/advisory-fuel-rates.</p> <p>Excess travel will not be included in the calculation of the business mileage threshold for car users.</p>
Travelling expenses for medical examinations	See 'Excess Travel Mileage Rate' (above)	1 July 2012	When employees have travelled to attend medical examinations at the Authority's request reimbursement will, depending upon the mode of travel, either be at the appropriate public transport rate or at the prevailing mileage rate applicable for excess travel.
DSE users – reimbursement of cost of eyesight tests and spectacles	<p>The maximum amount of reimbursement is:</p> <p>For eyesight tests - £19.90 For spectacles - £49.00</p>	5 February 2014	See DSE Guidance on Eye and Eyesight Tests .
Allowances for first aid qualifications	<p>For designated first aid representatives - £104 per annum</p> <p>For designated deputy first aid representatives - £52 per annum</p> <p>This allowance will not be payable where the requirement to hold a first aid qualification forms part of an employee's core duties and responsibilities.</p>	N/A	<p>Heads of Service have delegated authority to approve the number of first aiders and the payment of the appropriate First Aid allowance.</p> <p>See Guidance on the Health and Safety (First Aid) Provision.</p>
Payment of prescription charges for inoculation against Hepatitis 'B'	Cost of prescription/Hepatitis 'B' inoculation.	N/A	Reimbursement of prescription charges is available for inoculation against Hepatitis 'B', on the recommendation of a General Practitioner following medical assessment, for employees whose work brings them into contact with Hepatitis 'B'.

Laundry expenses – tax relief	Tax relief – claim to be submitted to HM Revenue and Customs.	N/A	Where employees are issued with items of uniform/protective clothing that the County Council expects the employee to launder at regular intervals for reasons of cleanliness, hygiene, safety or appearance, they can make a claim to HM Revenue and Customs for tax relief. Further information can be found at https://www.gov.uk/tax-relief-for-employees .
Long service award	Up to a maximum of £314.00 (excluding VAT)	1 July 2021 <u>Note:</u> This amount will be increased in value every two years in line with inflation.	See Recognition of Long Service Policy for further details.
Professional body membership fees	For employees graded Director 1 and above on the Lancashire Pay Spine: Cost of professional body membership fee, expenses and paid leave of absence in connection with membership and attendance at meetings of one professional body (not a trade union or an organisation that has the objectives of a trade union). In addition, the Chief Executive may approve the payment of one additional fee to a separate body where it is considered to be in the interest of the County Council for membership to be maintained. In the case of the Chief Executive, the payment of an additional fee would be at the discretion of the Leader of the Council.	N/A	This is a former Chief Officer term and condition of employment and as such only applies to employees graded Director 1 and above on the Lancashire Pay Spine. Membership of the professional body and attendance at the meetings must be seen as being beneficial to the County Council.

Returning officer fee	<p>Applies to the Chief Executive only:</p> <p>The fee payable is calculated in accordance with a formula approved by Full Council, currently 15% of the total fees payable to Deputy Returning Officers employed by District Councils (which are based on a set amount for each councillor to be elected, currently £71.25).</p>	N/A	<p>The Chief Executive acts as Returning Officer for all Council elections. This additional allowance is payable in relation to the overall supervision and ultimate responsibility for the conduct of Council elections.</p>
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Chief Officer Structure with Grades – 1 February 2021



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Meeting of the Full Council

Meeting to be held on Thursday, 24 February 2022

Report submitted by: Chief Executive and Director of Resources

Part A

Electoral Division affected:
(All Divisions);

Corporate Priorities:
N/A;

Financial Threshold for Key Decisions

Contact for further information:

Neil Kissock, Tel: (01772) 534286, Director of Finance,
neil.kissock@lancashire.gov.uk

Brief Summary

The Council is required, each year, to specify the financial threshold above which decisions should be treated as Key Decisions as defined in Standing Order C19 (1) (a).

Recommendation

It is recommended that Full Council approves that the financial threshold for Key Decisions, for the purposes of Standing Order C19 (1) (a), increases to £1.8m for 2022/23.

Background and Advice

Standing Order C19 (1) (a) defines a key decision of the Cabinet/Cabinet Member for the purpose of the requirement for the county council to publish details of a key decision at least 28 clear days before the decision is due to be taken.

A key decision means an executive decision which is likely:

- (a) to result in the council incurring expenditure which is, or the making of savings which are, significant having regard to the council's budget for the service or function which the decision relates; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the council.

In the case of (a), a decision with a significant financial impact on the county council, the current threshold is £1.7m.

The council is required, by number 13 in its list of functions in the Constitution, to “specify, before the beginning of each financial year, the amounts of expenditure and savings that shall be regarded as significant for the purposes of Standing Order C19 (key decisions).”

The current threshold of £1.7m approved by Full Council in February 2021 for 2021/22 has remained constant since 2020/21. The Chief Executive and Director of Resources has, in consultation with Legal and Democratic Services, reviewed the financial threshold for key decisions. The recommendation arising from the review is that the threshold should increase to reflect compound Retail Price Index inflation. It is proposed, therefore, that the threshold for 2022/23 should increase to £1.8m.

Consultations

As above.

Implications:

This item has no significant implications for the council.

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

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

N/A

Meeting of the Full Council

Meeting to be held on Thursday, 24 February 2022

Report submitted by: Head of Legal and Democratic Services

Part B

Electoral Division affected:
(All Divisions);

Corporate Priorities:
These are as set out in the
individual reports
considered by Cabinet

Report of the Cabinet (Part B)

Contact for further information:

Craig Alker, Tel: (01772) 537997, Democratic Services Officer (Technical),
craig.alker@lancashire.gov.uk

Brief Summary

The report of the Cabinet from its meetings on 20 January 2022 and 3 February 2022.

Recommendation

That the report of the Cabinet, as now presented, be noted.

Detail

The agenda and minutes of the meetings below may be viewed at:
<http://council.lancashire.gov.uk/ieListMeetings.aspx?Committeeld=122>.

20 January 2022

Part I (Open to Press and Public)

- **Procurement Report**

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

- Supply of Water and Wastewater Retail Services;
- 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.

- **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***

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.

- **Proposed Speed Cushions, Chain Lane & Staining Road, Staining**

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.

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

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

- **Schools Budget 2022/23**

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.

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

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.

- **Kirkham Town Centre Projects**

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.

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

Part II (Not Open to Press and Public)

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

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

- **Procurement Schedule Update**

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

- **Where Our Children Live - Property Programme of Works**

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

- **Transforming Cities Fund Preston City Region Programme**

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

3 February 2022

Part I (Open to Press and Public)

- **Annual Report of the Director of Public Health 2021-22**

Resolved: That;

- The high-level recommendations set out in the report be supported; and
- Full Council be asked to consider and note the report.

- **Money Matters 2021/22 Position - Quarter 3**

Resolved: That;

- The current forecast underspend of £23.46m on the revenue budget in 2021/22 be noted;
- The revised funding gap of £21.690m in 2022/23 be noted and Full Council on 17 February 2022 be asked to approve that this be met from the uncommitted transitional reserve;
- The revised forecast funding gap of £42.830m by 2024/25 as set out in the revised financial outlook forecast for the council be noted;
- Approval be given for the budget adjustments for 2021/22, and following years' changes, included in the revised Medium-Term Financial Strategy;
- The contents of the county council's reserves position be noted;
- The revised 2021/22 capital delivery programme of £165.567m and the forecast outturn of £164.050m be noted;
- Full Council on 17 February 2022 be asked to approve an indicative capital delivery programme of £206.263m in 2022/23; and
- Full Council on 17 February 2022 be asked to approve 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.

- **Procurement Report**

Resolved: That;

- The commencement of the procurement exercise for Ribblesdale High Primary Provision as set out at Appendix 'A' of the report be approved; and
- The Chief Digital Officer and Head of Procurement be authorised 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' of the report.

- **Installation of Red Light and Speed on Green Cameras**

Resolved: That, approval be given for 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.

- **Adult Social Care - Provider Fees Uplift Report 2022/2023**

Resolved: That, the following uplifts be approved, with effect from 4 April 2022:

- 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%)
- Homecare (all client groups)
 - Off framework providers (4.10%)
 - Framework providers (£1.33 per hour)
- Supported Living
 - Waking hour rate (6.07%)
 - Sleep in rate (per shift) (6.06%)
- Extracare
 - Sheltered schemes with 24 hour domiciliary care (6.07%)
 - Other schemes inc purpose built Extracare (6.07%)
- Direct Payments (4.10%)
- Carers (6.62%)
- Shared Lives (6.62%)
- Day Care(5.77%)
- Respite and Individual Service Funds
Uplift in line with relevant service (e.g. homecare/residential care)
- **Co-ordinated School Admissions Scheme 2023/2024 - Determination of the Qualifying Scheme**

Resolved: That;

- i. The scheme listed at Appendix 'A' of the report, and its accompanying timetable in Appendix 'B' of the report, be approved and adopted as the qualifying scheme for admissions to Lancashire primary and secondary schools and academies for 2023/2024; and

- ii. The Executive Director of Education and Children's Services be authorised 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.
- **Determination of Admission Arrangements for Community and Voluntary Controlled Primary and Secondary Schools and Sixth Forms for the School Year 2023/2024**

Resolved: That;

- i. 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' of the report, be approved;
- ii. The issues raised by Community and Voluntary Controlled Governing Bodies, and the Community be noted and approval be given for the recommendations set out in response, as set out in Appendix 'E' of the report; and
- iii. The admission numbers and criteria for admission set out at Appendices 'A' 'B' 'C' and 'D' of the report to constitute the Authority's admission arrangements for 2023/2024, be approved.
- **Determination of Home to School Transport Policy - Academic Year 2023/2024**

Resolved: That, the Home to School Transport Policy for the academic year 2023/2024 as set out at Appendix 'A' of the report, be approved.

- **Cultural Services Fees and Charges Review 2021/22**

Resolved: That, the following changes to Cultural Services fees and charges be approved with effect from the 1 April 2022:

- 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; and
- vi. Reintroduce the family Xplorer ticket in Museums.

- **Lancashire Library and Museum Strategies 2022-25**

Resolved: That, the Lancashire Library and Museum strategies, as set out at Appendices 'A' and 'B' of the report be approved.

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

Paper	Date	Contact/Tel
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None		
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Reason for inclusion in Part II, if appropriate		
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N/A		
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Meeting of the Full Council

Meeting to be held on Thursday, 24 February 2022

Report submitted by: Head of Legal and Democratic Services

Part B

Electoral Division affected:
None;

Corporate Priorities:
N/A;

The Audit, Risk and Governance Committee (Appendix 'A' refers)

Contact for further information:

Hannah Race, Tel: (01772) 530655, Senior Democratic Services Officer,
hannah.race@lancashire.gov.uk

Brief Summary

The report of the Audit, Risk and Governance Committee from its meeting held on 31 January 2022 is attached at Appendix 'A'.

The agenda, reports and minutes of the meeting are available to view [here](#).

Members can also contact the officers specified in each report for further information on each item.

Recommendation

That the report of the Audit, Risk and Governance Committee, as now presented, be noted.

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

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

N/A

Meeting of the Full Council - 24 February 2022

Report of the Audit, Risk and Governance Committee

Meeting held on 31 January 2022

Chair: County Councillor Alan Schofield

Part I (Open to Press and Public)

Treasury Management Activity 2021/22

The committee considered an overview of the council's Treasury Management Activity for the period from April to November 2021, presented by Mike Jensen, Director of Investment.

Resolved: That the review of Treasury Management Activity 2021/22 be noted.

Treasury Management Strategy 2022/23

The committee considered the proposed Treasury Management Strategy, Investment Strategy, and Minimum Revenue Provision Policy Statement for 2022/23, presented by Mike Jensen, Director of Investment.

Resolved: That the Full Council be recommended to approve the Treasury Management Strategy, Investment Strategy, and Minimum Revenue Provision Policy Statement for 2022/23.

Internal Audit Progress Report

The committee considered a report, presented by Andy Dalecki, Head of Internal Audit, which provided an update on the Internal Audit Service's work and outcomes for the period to 31 December 2021.

Resolved: That the Internal Audit Progress Report be noted.

Code of Conduct – Summary of Complaints

The committee considered a report, presented by Paul Bond, Head of Legal, Governance and Registration Services, to summarise all complaints received against county councillors under the Code of Conduct in 2021.

Resolved: That the summary of complaints received in 2021 be noted.

External Audit – Auditor's Annual Report 2020/21

The committee considered the external Auditor's Annual Report on Lancashire County Council for 2020/21, presented by Paul Dossett, Partner and Stuart Basnett, Audit Manager at Grant Thornton UK.

It was noted with concern that management's responses to the auditor's improvement recommendations were missing from the report.

Resolved: That the findings and improvement recommendations presented in the Auditor's Annual Report for 2020/21 be noted, subject to management's responses to the recommendations being provided to the committee ahead of the Full Council meeting on 17 February 2022.

External Audit – Audit Progress Report and Sector Update January 2022

The committee considered a progress report and sector update, presented by Stuart Basnett, Audit Manager at Grant Thornton UK.

Resolved: That the External Audit Progress Report and Sector Update for January 2022 be noted.

Accounting Policies Used in the Preparation of the Statement of Accounts

The committee considered a report, presented by Khadija Saeed, Head of Corporate Finance, which set out the accounting policies to be used in preparing the council's 2021/22 statement of accounts.

Resolved: That the accounting policies for 2021/22 be approved.

Matters Arising Under Urgent Business Since the Last Meeting

The committee considered a report which provided information on decisions approved by the Chief Executive and Director of Resources as Urgent Business since the committee's last meeting.

Resolved: That the matters arising under Urgent Business since the committee's last meeting be noted.

Urgent Business: Update on Overpayment of Salaries

The committee considered a report, presented by Neil Kissock, Director of Finance, to update the committee on improvements to the county council's payroll leavers controls.

The report had not been prepared in time for agenda publication and so, to meet the request of the committee at its meeting on 18 October 2021, was considered as an item of Urgent Business.

Resolved: That

- i) The update on overpayment of salaries be noted; and
- ii) A further report on the overpayment of salaries be provided at the next meeting of the committee, on 25 April 2022, to include information about the 2021/22 financial year and on the amounts which had not been recovered to date.

Meeting of the Full Council

Meeting to be held on Thursday, 24 February 2022

Report submitted by: Head of Legal and Democratic Services

Part B

Electoral Division affected:
None;

Corporate Priorities:
N/A;

The Employment Committee

(Appendix 'A' refers)

Contact for further information:

Josh Mynott, Tel: (01772) 534580, Democratic and Member Services Manager,
josh.mynott@lancashire.gov.uk

Brief Summary

The report of the Employment Committee from its meetings held on 6 December 2021 and 26 January 2022 is attached at Appendix 'A'.

The agenda, reports and minutes of the meeting are available to view [here](#). Members can also contact the officers specified in each report for further information about each item.

Recommendation

That the report of the Employment Committee, as now presented, be noted.

Local Government (Access to Information) Act 1985

List of Background Papers

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

N/A

Meeting of the Full Council - 24 February 2022

Report of the Employment Committee meeting held on 6 December 2021

Chair: County Councillor Phillippa Williamson

Part I (Open to Press and Public)

Revised Alcohol and Drug Use Policy and Procedure

The committee considered a report presented by Alan Wilton, Head of Service Health, Safety and Resilience on the revised Alcohol and Drug Use Policy and Procedure for the committee's approval.

Resolved: That

- i) A definition of 'workplace' be provided in the revised Alcohol and Drug Use Policy and Procedure;
- ii) Officers be asked to consider how the revised Alcohol and Drug Use Policy and Procedure could be extended to elected members; and
- iii) Subject to i) and ii) above, the revised Alcohol and Drug Use Policy and Procedure be approved.

Part II (Not Open to Press and Public)

Waste Company Organisational Review

(Not for Publication – Exempt information as defined in Paragraphs 3 and 4 of Part 1 of Schedule 12A to the Local Government Act, 1972. It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interests in disclosing the information.)

The committee considered a report, presented by Paul Brindle, General Manager, Lancashire Renewables Limited, which set out recommendations to make permanent changes to the organisational structure of the company, following approval at the Lancashire Renewables Limited Board meeting held 15 November 2021.

Resolved: That the recommendations to make permanent changes to the organisational structure of Lancashire Renewables Limited, as set out in the report, be approved.

Recruitment to the post of Executive Director of Education and Children's Services

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

The committee considered a report, presented by Deborah Barrow, Head of Service Human Resources, which detailed the proposed recruitment arrangements for the role of Executive Director of Education and Children's Services. Following a period of discussion, it was agreed to revise some aspects of the recruitment process, as set out below.

Resolved: That

- i) The job description and person specification for the post of Executive Director of Education and Children's Services be agreed;
- ii) The advertised salary range be increased by applying a market supplement, within the range of £140,000 up to £155,000 with the option to offer further flexibility for the right candidate and, if this is required, that the Chief Executive and Director of Resources be authorised to determine the amount of the further increase;
- iii) The arrangements for recruiting to the post, including the engagement of consultants to assist with the recruitment process, as set out in the report, be agreed, subject to:
 - a) The stakeholder/partner panel being expanded to include elected members; and
 - b) The recruitment timetable being reviewed by officers with a view to moving the dates planned for shortlisting and interviews earlier, where possible; and
- iv) The Chief Executive and Director of Resources be authorised to engage with consultants to assist with the recruitment process.

Report of the Employment Committee meeting held on 26 January 2022

Chair: County Councillor Phillippa Williamson

Part I (Open to Press and Public)

The Localism Act 2011 – Pay Policy Statement 2022/23

Deborah Barrow, Head of Human Resources, presented a report on the Pay Policy Statement. In presenting the report, the committee were asked to consider alterations to the recommendations in the report.

It was proposed that, taking into account the current position with national local government pay negotiations, the proposal to delay the uplifting of the Foundation Living Wage may no longer be necessary, and that therefore the recommendation be amended to approve the flexibility to delay the uplift only if it is necessary.

In relation to the proposal to change the method by which the Foundation Living Wage is paid, the committee were advised that initial discussion has already taken place with unions on a proposal to apply it as a Supplement. The unions had expressed no major reservations, and so it was proposed that this model be approved, subject to formal discussion with the unions.

The committee were assured that the proposed changes would make no difference to the amount received by those earning the Foundation Living Wage.

Resolved: That

- i. The proposed Pay Policy Statement for 2022/23, as set out at Appendix A, and recommend approval of the statement to Full Council;
- ii. Should it be required, the application of the uplifted Foundation Living Wage rate, subject to Full Council approval, may be delayed until a national pay agreement for Local Government Services for 2021-22 is reached; and
- iii. Subject to the views of the Trades Unions, the method by which the Foundation Living Wage is paid moves to a supplement model by April 2023.

Revised Standby Payments Scheme

Deborah Barrow, Head of Human Resources, advised the committee that the Standby Payments Scheme has been reviewed and a revised scheme proposed. In reviewing the issue, it was also identified that there was one further fixed rate payment, related to the split shift allowance. It was confirmed that approving the proposed changes to these payments would mean that there were now no fixed rate payment schemes.

Resolved: That

- i. the revised minimum standby payment of £150 per week / £16.67 per unit with effect from 1 October 2021 be approved
- ii. the revised minimum standby payments, as set out at i. be increased in line with any future national pay awards be approved

- iii. the split shift allowance be increased in line with any future national pay awards from 1 April 2022 onwards be approved

Temporary Changes to Staff Terms and Conditions due to the current Omicron Coronavirus Emergency Circumstances

Deborah Barrow, Head of Human Resources, presented a report proposing temporary changes to the approach to overtime payments for some staff groups due to the current coronavirus situation.

It was agreed that the matter was urgent due to the need to respond promptly to the current situation and ensure staff were properly remunerated.

Resolved: That

- i. the overtime cap be lifted to enable critical services (supporting and direct delivery) to pay staff above salary scale point 19 overtime in place of accruing time off in lieu which is not practicable at this time. This arrangement will not apply to Heads of Service or Directors.
- ii. Subject to agreement by the Head of Service, where staff volunteer to work overtime/additional hours in an alternative role in critical services, (e.g. older people care services and disability social care roles) staff will be paid at their substantive grade regardless of the grade of the alternative role (where this is a lower grade). This arrangement will not apply to Heads of Service or Directors

Part II (Not Open to Press and Public)

Shortlisting and Recruitment and Assessment Process for the Executive Director of Education and Children's Services Role

(Not for Publication – Exempt information as defined in Paragraphs 3 and 4 of Part 1 of Schedule 12A to the Local Government Act, 1972. It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interests in disclosing the information.)

Julie Towers, Managing Director, Penna, attended for this item. The committee considered the next stages in the process for the recruitment of the Executive Director of Children's Services.

Resolved: That

- i. The proposed shortlist from Penna be noted, and that those candidates identified by Penna as "recommended" and "strong marginal" candidates proceed to the next stage of the process
- ii. A technical assessment be used as an additional stage to the shortlisting process, in order to produce a final shortlist of candidates for further assessment and interview
- iii. The committee meet following the technical assessment to agree a final shortlist for interview

- iv. The planned panel assessment process be amended to include an Education sector panel and a separate session with an appropriate Cabinet Member and opposition spokesperson
- v. That the questions and presentation topic be confirmed once the outcome of the technical assessments are known

Meeting of the Full Council

Meeting to be held on Thursday, 24 February 2022

Report submitted by: Head of Legal and Democratic Services

Part B

Electoral Division affected:
(All Divisions);

Corporate Priorities:

These are as set out in the reports considered by the committees;

The Overview and Scrutiny Committees

(Appendices 'A' - 'D' refer)

Contact for further information:

Marianne Sherman, Tel: (01772) 533053, Business Support Officer (Overview and Scrutiny),

marianne.sherman@lancashire.gov.uk

Brief Summary

The most recent cycle of meetings of the Overview and Scrutiny Committees took place in the period December 2021 to February 2022.

The reports of the committees are attached as Appendices 'A' to 'D' as follows:

Appendix 'A' - Education and Children's Services Scrutiny Committee

Appendix 'B' - External Scrutiny Committee

Appendix 'C' - Health Scrutiny Committee

Appendix 'D' - Internal Scrutiny Committee

The agenda, reports and minutes of the meetings are available to view [here](#).

Members can also contact officers specified in each report for further information about each item.

Recommendation

That the report of the Overview and Scrutiny Committees, as now presented, be noted.

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

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

Meeting of the Full Council - Thursday, 24 February 2022

Report on the Education and Children's Services Scrutiny Committee meetings held on 7 December 2021 and 18 January 2022

Chair: County Councillor Andrea Kay

The agenda and minutes of the meetings may be viewed on the county council's website via the following link:

[Education and Children's Services Scrutiny Committee](#)

7 December 2021

Emotional Wellbeing and Mental Health Services - Children and Young People

The committee considered a report and a presentation delivered by Dave Carr, Director of Policy, Commissioning and Children's Health, Lancashire County Council, Marie Demaine, Health, Equity, Welfare and Partnerships, Lancashire County Council, Fleur Carney, Director of Mental Health, Learning Disability and Autism, NHS Lancashire and South Cumbria, Helen Rimmer, Service Redesign Manager, NHS Midlands and Lancashire Commissioning Support Unit and David Keegan, Counselling Psychotherapist, Supervisor and Trainer MBACP with representatives from Lancashire Youth Council giving an overview of the current demand in services such as Mental Health, Early Help and Eating Disorders.

Resolved: That;

- i. The implementation of contact cards for children and young people's mental health services for all councillors.
- ii. Information on local support for children and young people identified and provided to all schools.
- iii. Request to schools to place referral information and guidance on their websites.
- iv. A Bite Size Briefing for all councillors on pathways into children and young people's mental health services be arranged.
- v. A report provided to a future meeting of the committee, to include information on impact and outcomes.
- vi. Consideration for a future scrutiny inquiry day to:
 - a. Review with youth services the youth council groups in all districts with a view to understanding how to increase participation, more effective utilisation, and better communication with schools.
 - b. Review the availability and accessibility of information to schools on resources available to support early intervention.

18 January 2022

Children Looked After - Education, Employment and Training, Housing, School Transitions, and Health

The committee considered a report and a presentation delivered by Barbara Bath, Interim Director of Children's Social Care and Brendan Lee, Head of Service Looked

After Children and Leaving Care from Lancashire County Council to provide a progress update in relation to work being carried out in three specific key areas:

- Children and Young People not in Education, Employment or Training (EET);
- Children, Young People and Housing; and
- Children, Young People and School Transitions.

Resolved: That;

- i. The report and information presented be considered.
- ii. An update be provided to the committee in six-months.

Public Health Children's Update and Areas of Concern

The committee considered a report delivered by Ruksana Sardar-Akram, Interim Public Health Consultant, Karen Gosling, Senior Public Health Practitioner, and Chris Lee, Public Health Specialist (Behaviour Change) from Lancashire County Council to provide a Public Health update on children's health and wellbeing and to highlight inequalities and areas of concern.

Resolved: That the update and areas of concern be acknowledged.

In addition, the following county councillors be appointed as 'rapporteurs':

- i. County Councillors Hind and Sutcliffe to work with the Public Health service to further explore support available around healthy eating with a view to reporting findings back to the committee
- ii. County Councillors Cheetham and Jones to work with the Public Health services to further explore a healthy teeth initiative with a view to reporting findings back to the committee; and
- iii. County Councillors Berry, Woollam and Swarbrick to further explore information behind the data on children seriously injured or killed on Lancashire roads to report back at the March meeting of the committee.

Meeting of the Full Council - Thursday 24 February 2022

Report on the External Scrutiny Committee meetings held on 29 November 2021 and 11 January 2022

Chair: County Councillor Peter Britcliffe

The agenda and minutes of the meeting may be viewed on the county council's web site via the following link:

[External Scrutiny Committee](#)

29 November 2021

Supporting Lancashire Businesses during COVID-19

A presentation was delivered to the committee by Andy Walker, Head of Service Business Growth, Amin Vepari, Senior Project Officer, and Andrew Leeming, Boost Programme Manager from Lancashire County Council. County Councillor Aidy Riggott, Cabinet Member for Economic Development was also in attendance to support the presentation and answer any questions from the committee.

The presentation covered the following topics in relation to the support and funding available to businesses during the COVID-19 pandemic:

- National Business Support Offer
- Local ERDF Grants
- Local Business Support Provision (Boost)
- Financial Support Offer
- Skills and Employment
- Early thoughts on the impact.

Resolved: That the support provided to businesses in Lancashire during the COVID-19 pandemic, be noted.

Lancashire Strategic Assessment 2022-2025

The committee considered a report from Debbie Thompson, Public Health Specialist, Alison Wilkins, Senior Public Health Practitioner, Lee Sculpher, Lancashire Constabulary, and Steffani Hull, Lancashire Police and Crime Commissioner's Office. County Councillor Peter Buckley, Cabinet Member for Community and Cultural Services was in attendance in support of the report. The purpose of this Strategic Assessment was to highlight significant crime and anti-social behaviour threats and issues that impacted on community safety.

Resolved: That;

- i. The key themes within the Strategic Assessment, as the main elements that will feature in the Community Safety Agreement, be noted as they would be

the issues that underpin the development of local partnership plans, and the setting of priorities for the next three years.

- ii. The Strategic Assessment and local district profiles will be used as evidence to support commissioning activity and targeting of issues across the county be recognised.
- iii. Support be given for the Strategic Assessment as the evidence base to enable further work on the related issues, for example, domestic abuse, exploitation (criminal/sexual), vulnerability and safeguarding, and cyber-crime.

11 January 2022

Universal Credit in Lancashire - Department for Work and Pensions

The committee received a presentation from the Department for Work and Pensions on following topics:

- Lancashire Youth Hubs
- Plan for Jobs
- The Restart Scheme
- The Kickstart Scheme

Resolved: That the Department for Work and Pensions' representatives be asked to raise the following matters at policy level within the department and feedback to the committee on potential support for:

- i. Help for migrant workers during periods of ill health;
- ii. Improving and reducing the six-week wait for new customers with new claims; and
- iii. Advance payments for prison leavers.

Universal Credit Update

The committee received a presentation from Clare Platt, Head of Service Health, Equity, Welfare and Partnerships, Joanne Barker, Welfare Rights Manager, Debbie Thompson, Public Health Specialist (Stronger and Safer Communities), Adeel Khan, Finance Assessment Performance Manager, and Karen Jones, Care Finance Assessment Manager from Lancashire County Council which provided an update on changes to Universal Credit and outlined the potential impact of the continued migration of people from legacy benefits onto Universal Credit on a range of Lancashire County Council service areas.

Resolved: That Lancashire County Council officers monitor the transition to Universal Credit in Lancashire and accumulate statistics, to be reviewed with the External Scrutiny Committee in three months.

Electricity North West - Storm Arwen

The committee considered a report from Electricity North West who attended the meeting to present on the impact of Storm Arwen across Lancashire and the organisations response.

Resolved: That Electricity North West return to the External Scrutiny Committee after the three reviews have been published to present a summary and answer any resulting questions.

Meeting of the Full Council - Thursday, 24 February 2021

Report on the Health Scrutiny Committee meeting held on 1 February 2022

Chair: County Councillor David Westley

The agenda and minutes of the meeting may be viewed on the county council's website via the following link:

[Health Scrutiny Committee](#)

1 February 2022

Enhanced Network Model of Acute Stroke Care and Rehabilitation in Lancashire and South Cumbria

The committee considered a report and presentation from representatives of the local NHS on a proposed Enhanced Network Model of Acute Stroke Care and Rehabilitation for the Lancashire and South Cumbria area.

Resolved: That;

- i. The Enhanced Network Model of Acute Stroke Care and Rehabilitation in Lancashire and South Cumbria proposal did not represent a substantial variation; and
- ii. The following matters be taken forward by the Health Scrutiny Steering Group at its meeting scheduled on 9 February 2022:
 - a. Travel times modelling and contingency plans for the north Lancashire area;
 - b. Engagement activity with Trade Unions and professional bodies; and
 - c. Recruitment and training.

Update on Housing with Care and Support Strategy

The committee received a presentation from Sarah McCarthy, Policy, Information and Commissioning Senior Manager (Age Well), Dawn Astin, Service Manager (Housing Specialist PLOT), and Mike Alsop, Policy, Information and Commissioning Senior Manager (Age Well) from Lancashire County Council with an update about progress on the implementation of the Housing with Care and Support Strategy 2018-2025, which set out the county council's vision for extra care housing for older people and apartment developments for working age adults with disabilities.

Resolved: That;

- i. The report be noted; and
- ii. A further update on Housing with Care and Support Strategy be presented to the Health Scrutiny Committee in 18 months to review progress.

Meeting of the Full Council - Thursday, 24 February 2022

Report on the Internal Scrutiny Committee meeting held on 21 January 2022

Chair: County Councillor David O'Toole

The agenda and minutes of the meeting may be viewed on the county council's website via the following link:

[Internal Scrutiny Committee](#)

21 January 2021

Commercialisation

The committee received a report and presentation from Ajay Sethi, Head of Service Commercialisation with an update outlining the activities to support the county council in creating the right environment for it to be more commercial. Cabinet approved the county council's Commercial Blueprint on 6 August 2020.

Resolved: That the report on Commercialisation, in particular the differing aspects of the commercial programme and the draft Application of Fees and Charges Policy, be noted.

Meeting of the Full Council

Meeting to be held on Thursday, 24 February 2022

Report submitted by: Head of Legal and Democratic Services

Part B

Electoral Division affected:
None;

Corporate Priorities:
Delivering better services;

The Lancashire Health and Wellbeing Board (Appendix 'A' refers)

Contact for further information:

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

Brief Summary

The report of the Lancashire Health and Wellbeing Board from its meeting held on 25 January 2022 is attached at Appendix 'A'.

The agenda, reports and minutes of the meeting are available to view [here](#).

Members can also contact officers specified in individual reports for further information.

Recommendation

That the report of the Lancashire Health and Wellbeing Board, as now presented, be noted.

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

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

N/A

Meeting of the Full Council - 24 February 2022

Report on the Lancashire Health and Wellbeing Board meeting held on 25 January 2022

Chair: County Councillor Michael Green

The agenda and minutes of the meeting may be viewed on the county council's website site via the following link: [Lancashire Health and Wellbeing Board](#)

Constitution, Membership and Terms of Reference of the Committee

The Board were informed that the Terms of Reference had been amended and approved at the Full Council meeting of the County Council on 16 December 2021 and that County Councillor Michael Green, Cabinet Member for Health and Wellbeing had been confirmed as Chair of the Board.

The Board noted that the Deputy Chair of the Board had previously been a representative from the NHS and going forward the new Terms of Reference remained the same, however as the NHS Reforms were still ongoing, it was agreed that Denis Gizzi, NHS would remain as the interim Deputy Chair of Lancashire Health and Wellbeing Board, until a formal appointment was received from the Integrated Care System Board.

Resolved: That the Lancashire Health and Wellbeing Board:

- i) Noted the revised Terms of Reference and membership as set out in Appendix 'A' of the agenda and agreed by Full Council on 16 December 2021.
- ii) Noted the appointment of Chair as agreed at Full Council.
- iii) Agreed the appointment of Deputy Chair.
- iv) A formal note of thanks be sent to the former Chair of the Lancashire Health and Wellbeing Board thanking him for his services.

Lancashire Health and Wellbeing Board – SEND Sub-Committee

The Board received a final report of the Sub-Committee and was requested to disestablish the group due to the sufficient progress being made in the five areas of concern that had been monitored.

Resolved: That the Lancashire Health and Wellbeing Board:

- i) Noted the report of the Lancashire Health and Wellbeing Board – Special Educational Needs and Disabilities (SEND) Sub-Committee from its meetings on 22 March 2021, 21 June 2021, 13 September 2021 and 30 November 2021.

- ii) Approved that the Lancashire Health and Wellbeing Board – Special Educational Needs and Disabilities (SEND) Sub-Committee be disestablished with immediate effect.

Lancashire Health and Wellbeing Priorities and Next Steps

The Board were presented with the priorities and next steps for the Board, that had been agreed following three workshops held during the Autumn 2021 where engagement with key stakeholders had taken place on the Board could be further developed and strengthened.

Resolved: That Lancashire Health and Wellbeing Board:

- i) Noted the update from the workshops held in Autumn 2021.
- ii) Noted the Lancashire Health and Wellbeing priorities and next steps.
- iii) Agreed to hold meetings outside of County Hall as often as possible.

Annual Report of the Director of Public Health 2021-22

The Board received the Annual Report of the Director of Public Health 2021-2022 and were requested to support the high-level recommendations contained within it.

Resolved: That the Lancashire Health and Wellbeing Board:

- i) Received the Annual Report of the Director of Public Health 2021-2022.
- ii) Supported the high-level recommendations contained within the Annual Report.
- iii) Agreed that Dr Sakthi Karunanithi, Director of Public Health, Lancashire County Council speaks individually with members of the Board on how the Board can support the Annual Report and be ambassadors/champion issues for better outcomes in Lancashire.

Strategic Approach to Care, Health and Wellbeing

The Board engaged in a strategic discussion on the approach to care, health and wellbeing which is just the start of a much broader conversation engagement with partners and stakeholders following the COVID-19 pandemic and what has been learnt during the last two years and how to develop a longer term health and wellbeing strategy.

Resolved: That the Lancashire Health and Wellbeing Board engaged in a strategic discussion on recovery from the pandemic and looked at ways of developing a longer term health and wellbeing strategy.

Meeting of the Full Council

Meeting to be held on Thursday, 24 February 2022

Report submitted by: Head of Legal and Democratic Services

Part B

Electoral Division affected:
(All Divisions);

Corporate Priorities:
N/A;

Report of the Lancashire Combined Fire Authority (Appendix 'A' refers)

Contact for further information:

Dave Gorman, Tel: (01772) 534261, Senior Democratic Services Officer,
dave.gorman@lancashire.gov.uk

Brief Summary

Appendix 'A' sets out a summary report of the Lancashire Combined Fire Authority following its meeting on 13 December 2021. This is now presented to Full Council for information.

Recommendation

That the report of the Lancashire Combined Fire Authority, as now presented, be noted.

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

Paper	Date	Contact/Tel
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None		
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Reason for inclusion in Part II, if appropriate		
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N/A		
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REPORT OF THE LANCASHIRE COMBINED FIRE AUTHORITY (CFA) HELD 13 DECEMBER 2021

AUTOMATIC FIRE ALARM ATTENDANCE POLICY

Following a consultation exercise, the Planning committee at its meeting held 15 November 2021 made a recommendation to the Authority to adopt a false alarm reduction and emergency call management policy which would bring Lancashire Fire and Rescue Service into line with other Fire and Rescue Services in the North West and nationally.

The Authority endorsed the recommendation to adopt the policy which includes the exemption of certain premises: Grade 1 and 2* heritage premises (* subject to meeting specific criteria), Primary and Secondary Education premises and premises with 'Enhanced Reliability Alarm Systems'. A three-month implementation phase to engage stakeholders would be undertaken. Fire Alarm Monitoring Organisations would be required to sign up to refreshed 'call back' agreements. The new policy would be launched from 1 April 2022 with changes implemented by day in year 1 (08:00hrs to 19:00hrs) and during the night from year 2 with a review to Planning committee after the first 12 months.

MEMBER CHAMPION ACTIVITY

The Authority appointed its Member Champions at its Annual meeting in June and current Member Champions are:

- Community Safety – Councillor Jean Rigby
- Equality, Diversity and Inclusion – Councillor Zamir Khan
- Health and Wellbeing – County Councillor Andrea Kay
- Road Safety – County Councillor Ron Woollam

Reports relating to the activity of the Member Champions are provided on a regular basis to the Authority. Since the last meeting, all Champions had undertaken their respective role in accordance with defined terms of reference.

FIRE PROTECTION REPORTS

The Authority discussed a report detailing prosecutions in respect of fire safety management failures and arson related incidents. Fire protection and business support information was provided, and Members noted that there were 7 arson convictions during the period which amounted to circa 28 years custodial sentences.

OPERATIONAL INCIDENTS OF INTEREST

The Authority received information relating to operational incidents of note since the last Authority meeting. As part of the report members received a presentation by Lyndsay Sielski, Crew Manager, Response and Emergency Planning and Bekki Ford, Safety, Health and Environment Advisor on the activities and benefits of the Service's search dogs and wellbeing / trauma support dogs.

COLLABORATION

The Chief Fire Officer advised that, following the announcement from the Prime Minister the previous evening regarding the implementation of Plan B measures in response to the Covid-19 Omicron variant, Health colleagues had contacted partners to assist with the expansion of the vaccination programme. The Service had been involved with the vaccination programme since December 2020 and continued to be involved however, support would be increased over the coming weeks.

DAVID O'TOOLE
Chairman

LFRS
Fulwood

To consider Notices of Motion submitted under Standing Order B36

1. By County Councillor Kay

Lancashire County Council highly commends the work done by all those involved with the SEND Partnership Board to address the 12 areas of concern that were highlighted by Ofsted following its inspection of the council and its partners in early 2017. Lancashire County Council, along with partners from Health, Parents and Young People worked together and at considerable pace to reduce this number to five following the inspection immediately before the pandemic. The Department for Education placed us under monitoring with regular reviews and at the final review meeting late last year, they concluded that we have made sufficient progress to no longer require future monitoring visits as the areas of concern once again stands at 0.

There is much more we want to do to continue to improve our provision and a follow-up development plan is currently being agreed with our partners.

This council requests that the Leader of the Council and the Cabinet Member for Education and Skills write to staff, partners, and all those in Lancashire who have worked so hard to improve the lives of children with Special Educational Needs and Disabilities and their families to thank them for all their efforts.

2. By County Councillor Ali

Transport for the North

Council expresses its concern that the recent Integrated Rail Plan falls short of delivering a first-class service for Lancashire and that, in comparison to other areas, Lancashire, loses out.

Council will:

- (i) Call for an immediate meeting with the Department for Transport to discuss our concerns.
- (ii) Support an all-party delegation including Borough and County Councillors and Lancashire MPs for this meeting.
- (iii) Put forward the case for Lancashire to get its fair share.

3. By County Councillor Fewings

This Council notes:

- Lancashire's guidance on 20mph limits states "The 20mph speed limits can and will be enforced in the same way that any other speed limit is. We are working closely with the police, and enforcement will take place in the same way it does on any other road."
- Between December 2020 and December 2021 no enforcement action has been taken against any driver by Lancashire Police for exceeding a 20mph limit.

- Kent Police, a similar sized force to Lancashire, issued 11 Fixed Penalty Notices and 4 Summonses for exceeding a 20mph limit between December 2020 and December 2021. The Metropolitan Police have taken action against over 30,000 drivers for exceeding a 20mph limit in the same period, with over 38,000 additional offences currently ongoing.
- That the Police and Crime Commissioner for Lancashire, Andrew Snowden, has included Dangerous Driving in his Police and Crime Plan as a Priority for 2021-2025.

This Council believes:

- That speeding drivers should not have impunity in a 20mph zone, which is currently the case.
- That while education and warnings alone are not enough to curb the high level of dangerous driving within 20mph zones, there has been a severe lack of both, and that a multi-agency approach is needed to tackle the issue of education and enforcement.

This Council resolves:

That the Chief Executive and Leader of the Council will write to:

- The Chief Constable of Lancashire Police to ask that Lancashire Police start to enforce 20mph limits across Lancashire in the same manner as they enforce other speed limits.
- To the Lancashire Road Safety Partnership to ask them to give greater prominence to tackle the problem of speeding, particularly in 20mph limits and to ensure that enforcement action is taken where necessary.
- The Police and Crime Commissioner to ask him to (i) support the enforcement of 20mph limits, (ii) consider forming a much wider multi-agency action group involving others including Leaders of Lancashire's District Councils to tackle dangerous driving in 20mph zones and (ii) report back with a plan of action and timetable to this council as soon as practical.

4. By County Councillor Couperthwaite

Lancashire County Council welcomes the recent announcement by Andrew Snowden, Police and Crime Commissioner for Lancashire, of his Police and Crime Plan which includes the largest investment into Lancashire Police in living memory, with a £300m, 10-year commitment to overhaul police critical infrastructure, including, police stations and training facilities, digital and cyber capabilities, alongside hundreds of extra police officers delivered through the Government's uplift programme.

Five key priorities were announced in the plan including Getting Tough on Anti-Social Behaviour, as well as commitments to Disrupting and Dismantling Organised Crime, Tackling Domestic Abuse and Sexual Violence, Cracking Down on Burglary and Robbery and Targeting Dangerous Drivers.

Last year Lancashire Constabulary received 96,000 reports of anti-social behaviour and this Council welcomes the Police and Crime Commissioner's commitment to 'Getting Tough' on this blight on our communities.

This Council:

- (i) Welcomes the Police and Crime Commissioner's Police and Crime Plan 2021 - 2025, particularly in tackling Anti-Social Behaviour.
- (ii) Requests the Chief Executive to write to Andrew Snowden, Police and Crime Commissioner for Lancashire, and invite him to present his Police and Crime Plan at a briefing for all Councillors, with a particular focus on his commitment to Getting Tough on Anti-Social Behaviour.

