

Full Council

Thursday, 14th July, 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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3. **Question Time** (Pages 1 - 2)
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A. Matters for Decision

4. **Confirmation of the Minutes from the Meeting held on 26 May 2022** (Pages 3 - 14)
5. **Report of the Political Governance Working Group** (Pages 15 - 22)
6. **Report of the Pension Fund Committee - Revised Terms of Reference of the Investment Panel and the Committee** (Pages 23 - 38)
7. **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

8. **Report of the Cabinet (Part B)** (Pages 39 - 50)

9. **Report of County Council Committees**

To receive reports from:

(a) **The Employment Committee** (Pages 51 - 54)

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(c) **The Overview and Scrutiny Committees** (Pages 63 - 66)

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C. Notices of Motion

10. **To consider Notices of Motion Submitted under Standing Order B36** (Pages 73 - 74)

Angie Ridgwell
Chief Executive and
Director of Resources

County Hall
Preston

06 July 2022

Agenda Item 3

Questions submitted under Standing Order B28

| No. | To be asked by: | Question: | For answer by (Cabinet Member): |
|-----|------------------|---|------------------------------------|
| 1. | CC Shedwick | Would the Cabinet Member for Community and Cultural Services provide an update on the newly launched competition to find the Lancashire Choir of the Year? | CC Buckley |
| 2. | CC Maxwell-Scott | What is the Cabinet Member for Highways and Transport's response to the recent industrial action on the railways and its impact on Lancashire residents? | CC Edwards |
| 3. | CC Oakes | <p>Members of the Regulatory Committee, and others, will have received a letter from the Lancashire Footpath Access Committee giving data of great concern to ramblers. For the benefit of those who haven't seen it, open reports with Lancashire County Council have increased from 10,555 to 12,804 in a year. In 2010 the number of open reports was less than 1,000.</p> <p>I understand that this information, which has previously been based on data supplied directly from county council officers, is now provided only after a Freedom of Information request. Could the Cabinet Member explain why this is the case, why there is such an increase, and what efforts are being made to improve the situation?</p> | CC Turner |
| 4. | CC Swarbrick | Does the Cabinet Member for Adult Social Care agree that in order to improve access to our services, particularly for the Deaf and Hard of Hearing Community, Lancashire County Council should be installing an SMS text service and a BSL video interpreting service at no cost to the user, similar to that offered by Lancashire Constabulary, at all our public points of contacts such as libraries, registrars offices, museums, care facilities and council offices? | CC Gooch |

Agenda Item 4

Minutes

At a meeting of the Full Council held at Council Chamber, County Hall, Preston, on Thursday, 26th May, 2022

Present:

County Councillor Barrie Yates (Chairman)

County Councillors

| | | |
|-----------------|-----------------|------------------|
| T Aldridge | J Gibson | M Pattison |
| A Ali OBE | G Gooch | E Pope |
| U Arif | M Goulthorp | J Potter |
| T Ashton | M Green | J Purcell |
| N Aziz | N Hennessy | J Rear |
| R Bailey | S Hind | P Rigby |
| S Barnes | A Hindle | S Rigby |
| L Beavers | S Holgate | A Riggott |
| J Berry | D Howarth | M Salter |
| P Britcliffe | T Hurn | A Schofield |
| M Brown | K Iddon | S Serridge |
| P Buckley | M Iqbal MBE | J Shedwick |
| J Burrows | A Kay | J R Singleton JP |
| A Cheetham | H Khan | S Smith |
| S Clarke | N Khan | K Snape |
| A Clempson | E Lewis | A Sutcliffe |
| M Clifford | S Malik | R Swarbrick |
| L Collinge | M Maxwell-Scott | M Tomlinson |
| J Couperthwaite | J Mein | C Towneley |
| A Cullens | G Mirfin | S Turner |
| M Dad BEM JP | S C Morris | A Vincent |
| F De Molfetta | Y Motala | D Westley |
| G Dowding | D O'Toole | S Whittam |
| C Edwards | J Oakes | P Williamson |
| J Fillis | J Parr | R Woollam |
| A Gardiner | | |

1. Apologies and Announcements

Apologies for absence were received from County Councillors Cox, Fewings, Hartley, Haythornthwaite, Hosker and Jones.

Announcements

Lancashire County Council Merchandise

County Councillor Phillippa Williamson drew Full Council's attention to various items of county council merchandise which were now available including pin badges which had been put out on seats for each councillor.

Executive Director of Growth, Environment and Transport

The Chairman welcomed Phil Green to his first meeting of Full Council following his recent appointment as Executive Director of Growth, Environment and Transport.

Deaths

The Chairman reported the recent deaths of former County Councillor David Keeley, who sadly passed away on Sunday 10 April 2022, and former County Councillor Janice Hanson, who sadly passed away on Sunday 8 May 2022.

The Council observed a one-minute silence.

Recognitions

- Local Government Chronicle Awards

At the invitation of the Chairman, County Councillor Phillippa Williamson and County Councillor Graham Gooch drew Full Council's attention to the recent shortlisting of the county council in the Local Government Chronicle Awards in the categories of Most Improved Council and Health and Social Care.

- Sugarwise Gold Award

At the invitation of the Chairman, County Councillor Jayne Rear drew Full Council's attention to the recent success by the Schools Catering Team which had recently achieved the 'Sugarwise Gold Award' in recognition of the Spring/Summer menu 2022.

- Lancashire Apprenticeship Awards

At the invitation of the Chairman, County Councillor Alan Vincent drew Full Council's attention to the recent success by a number of county council apprentices in the Lancashire Apprenticeship Awards 2022.

- Information and Records Management Society

At the invitation of the Chairman, County Councillor Peter Buckley drew Full Council's attention to the recent success by the Records Management Services which had been shortlisted for two industry awards by the Information and

Records Management Society and had subsequently won the Innovation of the Year Award for the COVID-19 Inquiry Records Project.

Full Council congratulated and thanked all those involved in the achievement of these awards.

2. Disclosure of Pecuniary and Non-Pecuniary Interests

| Name of Councillor | Agenda Item Number | Nature of Interest (non-pecuniary unless stated) |
|--------------------|--------------------|--|
| Julie Gibson | 25 | Director of Lancashire County Developments Ltd |

3. Question Time

County Councillors Paul Rigby and Gina Dowding asked their questions as follows:

| No. | Question From | Subject | For Answer By |
|-----|--------------------------------|--|---|
| 1. | County Councillor Paul Rigby | School Meals - Healthy and Balanced Diet | Cabinet Member for Education and Skills |
| 2. | County Councillor Gina Dowding | Carbon Reduction Targets | Cabinet Member for Environment and Climate Change |

County Councillor Jayne Rear, Cabinet Member for Education and Skills, and County Councillor Shaun Turner, Cabinet Member for Environment and Climate Change, replied.

4. Election of Chairman

County Councillor Barrie Yates, the retiring Chairman of the County Council, presided for this item.

It was moved by County Councillor Anne Cheetham, and seconded by County Councillor Tim Ashton, that County Councillor Peter Britcliffe be elected Chairman of the County Council.

There being no other nominations, it was:

Resolved: - That County Councillor Peter Britcliffe be elected Chairman of the County Council until the Annual General Meeting of the Full Council in 2023.

County Councillor Britcliffe then took the Chair and made his Declaration of Acceptance of Office.

5. Appointment of Vice-Chairman

It was moved by County Councillor David O'Toole, and seconded by County Councillor John Shedwick, that County Councillor Keith Iddon be appointed Vice-Chairman of the County Council.

Resolved: - That County Councillor Keith Iddon be appointed Vice-Chairman of the County Council until the Annual General Meeting of the Full Council in 2023.

County Councillor Iddon then made his Declaration of Acceptance of Office.

6. Confirmation of the Minutes from the Meetings held on 17 February 2022 and 24 February 2022

Resolved: - That the Minutes of the Meetings held on 17 February 2022 and 24 February 2022 be confirmed and signed by the Chairman.

7. Non-Attendance of County Councillor

County Councillor Phillippa Williamson moved a report asking Full Council to consider the non-attendance of County Councillor Alan Hosker at meetings of the council and committees.

Resolved: - That the non-attendance of County Councillor Alan Hosker at meetings of the council and committees for reasons of illness, for the purposes of Section 85(1) of the Local Government Act 1972, until 13 October 2022 be approved.

8. Report of the Cabinet (Part A) - Constitutional and Governance Updates

County Councillor Phillippa Williamson moved a report setting out the recommendations of Cabinet in respect of Constitutional and Governance updates, together with a revised timetable of meetings for the period 1 June 2022 to 31 May 2023 inclusive following the proposed changes to the scrutiny functions set out at Appendix 'A' to the report.

County Councillor Azhar Ali moved the following amendment which was seconded by County Councillor Lorraine Beavers:

Add at the end of recommendation (ii) "including that all scrutiny committee deputy chairs will be from opposition groups".

On being put to the vote, the amendment was LOST.

The substantive motion was then put to the vote and was CARRIED. It was therefore:

Resolved: - That:

- (i) The amendments to the Constitution to reflect the changes to the Cabinet Member portfolio descriptions as set out at Annex '1' of Appendix 'A', of the report, now presented, be approved.
- (ii) The proposals for the changes to the scrutiny function as set out at Appendix 'A', of the report, now presented, be approved.
- (iii) Subject to the approval of (ii) above, the revised timetable of Full Council, Cabinet and Committee meetings for the period 1 June 2022 to 31 May 2023 inclusive as set out at Appendix 'B', of the report, now presented, be approved.
- (iv) The necessary amendments to the Constitution to reflect the changes made to the title of Lead Member for Highways and Active Travel, as set out in the report, now presented, be approved.
- (v) The revised meeting frequency of the Political Governance Working Group to meet quarterly to be a forum for matters relating to the political management of the authority, as set out in the report, now presented, be approved.

9. Report of the Audit, Risk and Governance Committee - Members' and Co-opted Members' Code of Conduct

County Councillor Alan Schofield moved a report setting out the recommendation of the Audit, Risk and Governance Committee from its meeting on 25 April 2022 regarding the Members' and Co-opted Members' Code of Conduct.

Resolved: - That:

- (i) The threshold at which councillors must declare gifts and hospitality offered or received in their roles as councillors, as set out in the report, now presented, be increased from £25 to £50.
- (ii) Subject to (i) above, the Director of Corporate Services be authorised to make the consequential changes to the county council's Constitution.

10. Report of the Audit, Risk and Governance Committee - Code of Corporate Governance 2022/23

County Councillor Alan Schofield moved a report setting out the recommendation of the Audit, Risk and Governance Committee from its meeting on 25 April 2022 regarding the updated Code of Corporate Governance for 2022/23.

Resolved: - That the updated Code of Corporate Governance for 2022/23, as set out in the report, now presented, be approved.

11. Constitution of the County Council 2022/23

County Councillor Phillippa Williamson moved a report asking Full Council to approve the council's Constitution for the year ahead and to note the changes made since the Annual General Meeting in 2021.

Resolved: - That:

- (i) The changes made to the Constitution since the Annual General Meeting in 2021, as set out in the report, now presented, be noted.
- (ii) Consideration be given to any changes Full Council might wish to make to the Constitution to enable the efficient and effective running of the county council.
- (iii) The Director of Corporate Services be authorised to make any consequential changes to other parts of the Constitution arising from these changes.
- (iv) The Constitution of the county council for the year 2022/23, as set out in the report, now presented, be approved.

12. Membership of Committees and Related Appointments 2022/23

County Councillor Phillippa Williamson moved a report setting out details of the membership of committees and related appointments for 2022/23.

Resolved: - That:

- (i) The Constitution and membership of the committees of the county council for 2022/23, as set out in the report, now presented, be approved.
- (ii) The appointment of Chairs and Deputy Chairs of those committees for 2022/23, as set out in the report, now presented, and as set out below, be approved.

| Committee | Chair | Deputy |
|------------------|--------------|---------------|
| Urgency | P Williamson | A Vincent |

Overview and Scrutiny

| | | |
|---|-------------|-------------|
| Scrutiny Management Board | D Westley | R Swarbrick |
| Children, Families and Skills Scrutiny | A Kay | J Berry |
| Community, Cultural and Corporate Services Scrutiny | G Mirfin | J Shedwick |
| Environment, Economic Growth and Transport Scrutiny | R Swarbrick | M Salter |
| Health and Adult Services Scrutiny | D Westley | L Collinge |

Other Committees

| | | |
|---------------------------------------|-----------------|---------------------------|
| Audit, Risk and Governance Conduct | A Schofield | J Singleton |
| Development Control | A Vincent | P Buckley |
| | M Maxwell-Scott | P Rigby |
| Employment | P Williamson | A Vincent |
| Independent Transport Appeals Panel | A Cheetham | S Hind |
| Lancashire Health and Wellbeing Board | M Green | <i>Non-CC Appointment</i> |
| Pension Fund Committee | E Pope | A Schofield |
| Political Governance Working Group | A Cullens | D O'Toole |
| Regulatory | S Hind | M Salter |

With Full Council's agreement, items 13 - 17 inclusive were considered en bloc and County Councillor Alan Vincent moved the appointments as follows:

13. Appointments to the Local Government Association's General Assembly, Boards and Special Interest Groups for 2022/23

Representatives to serve on the Local Government Association General Assembly for 2022/23; the appointment of representatives to serve on a number of the Local Government Association's Special Interest Groups for 2022/23; and to note the arrangements for appointments to the Local Government Association's Boards.

14. Lancashire Combined Fire Authority - Appointment of County Council Representatives for 2022/23

The appointment of 19 members to serve on the Lancashire Combined Fire Authority for 2022/23 on the basis of 11 Conservative members, 7 Labour members, and 1 member from either the Liberal Democrats or Greens.

15. Police and Crime Panel for Lancashire - Appointment of a County Council Representative for 2022/23

The appointment of the county council's representative, and a substitute representative, to serve on the Police and Crime Panel for Lancashire for 2022/23.

16. Transport for the North and Transport for the North Scrutiny Committee - Appointment of County Council Representatives for 2022/23

The appointment of the county council's representatives, and substitute representatives, to serve on Transport for the North's Board and Partnership Board and Transport for the North Scrutiny Committee for 2022/23.

17. Appointments to the County Councils Network for 2022/23

The appointment of the county council's representatives to serve on the County Councils Network for 2022/23.

Resolved: - That the following county councillors be appointed to serve as the county council's representatives on the outside bodies specified for 2022/23:

Local Government Association's General Assembly, Boards and Special Interest Groups

LGA General Assembly

- County Councillor Phillippa Williamson (to carry the county council's 12 votes)
- County Councillor Alan Vincent
- County Councillor Graham Gooch
- County Councillor Azhar Ali

LGA Special Interest Group - Coastal Issues

- County Councillor Stephen Clarke

LGA Special Interest Group - Rural Services Network

- County Councillor Shaun Turner

LGA Special Interest Group - Nuclear Legacy Advisory Forum

- County Councillor Aidy Riggott

Lancashire Combined Fire Authority

| Conservative (11) | Labour (7) | Liberal Democrat (1) |
|--------------------------|-------------------|-----------------------------|
| S Clarke | L Beavers | D Howarth |
| A Kay | M Dad | |
| S Morris | N Hennessy | |
| D O'Toole | H Khan | |
| P Rigby | J Mein | |
| S Rigby | M Pattison | |
| J Shedwick | S Serridge | |
| J Singleton | | |
| A Sutcliffe | | |
| R Woollam | | |
| B Yates | | |

Police and Crime Panel for Lancashire

- County Councillor Ged Mirfin
- County Councillor Tim Ashton (Substitute)

Transport for the North and Transport for the North Scrutiny Committee

Transport for the North Board and Partnership Board

- County Councillor Charles Edwards
- County Councillor Aidy Riggott (Substitute)

Transport for the North Scrutiny Committee

- County Councillor Matthew Salter
- County Councillor Rob Bailey (Substitute)

County Councils Network

- County Councillor Phillippa Williamson,
- County Councillor Alan Vincent,
- County Councillor Graham Gooch
- County Councillor Azhar Ali

18. Delegation of Pension Administration Functions: London Borough of Bexley to Lancashire County Council

County Councillor Eddie Pope moved a report asking Full Council to agree to the London Borough of Bexley delegating its pension fund administration function to

Lancashire County Council pursuant to section 101 of the Local Government Act 1972.

Resolved: - That:

- (i) Full Council agrees to the London Borough of Bexley delegating its pension fund administration function to Lancashire County Council from 1st April 2024 onwards pursuant to section 101 of the Local Government Act 1972, subject to the council entering into appropriate legal agreements with the parties.
- (ii) The Director of Corporate Services be authorised to agree the final legal agreement on behalf of the county council.

19. Urgent Business

There was no urgent business to be considered.

20. Report of the Cabinet (Part B)

County Councillor Phillippa Williamson moved the report of the Cabinet from its meetings on 3 March 2022, 7 April 2022 and 5 May 2022, together with details of an urgent Key Decision taken since the last meeting of Full Council.

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

21(a) The Urgency Committee

County Councillor Phillippa Williamson moved the report of the Urgency Committee setting out details of the decisions 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.

21(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 25 April 2022.

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

21(c) The Employment Committee

County Councillor Phillippa Williamson moved the report of the Employment Committee from its meetings on 15 February 2022, 14 March 2022, 31 March 2022, 7 April 2022 and 28 April 2022.

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

21(d) The Pension Fund Committee

County Councillor Eddie Pope moved the report of the Pension Fund Committee from its meeting on 11 March 2022.

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

21(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 - 22 February 2022, 16 March 2022 and 20 April 2022

External Scrutiny Committee - 1 March 2022

Health Scrutiny Committee - 22 March 2022

Internal Scrutiny Committee - 21 January 2022, 4 March 2022 and 22 April 2022

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

21(f) The Lancashire Health and Wellbeing Board

County Councillor Michael Green moved the report of the Lancashire Health and Wellbeing Board from its meeting on 8 March 2022.

Resolved: - That the report of the Lancashire Health and Wellbeing Board, now presented, be noted.

22. Report of the Lancashire Combined Fire Authority

County Councillor David O'Toole moved the report of the Lancashire Combined Fire Authority from its meetings on 21 February 2022 and 25 April 2022.

Resolved: - That the report of the Lancashire Combined Fire Authority, now presented, be noted.

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

There were no Notices of Motion submitted for consideration.

24. Exclusion of Press and Public

County Councillor Williamson moved a proposal to exclude the press and public from the meeting for the consideration of agenda item 25.

Resolved: - That the press and public be excluded from the meeting during consideration of the following item of business on the grounds that there would be a likely disclosure of exempt information as defined in the appropriate paragraph of Part 1 of Schedule 12A to the Local Government Act 1972, as indicated against the heading to the item.

25. Companies Annual Report 2022/23

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

County Councillor Alan Vincent moved a report setting out details of all the companies that the county council either owns or has an interest in for 2022/23.

Resolved: - That the recommendation as set out in the report, now presented, be approved.

Angie Ridgwell
Chief Executive and Director
of Resources

County Hall
Preston

Meeting of the Full Council
Meeting to be held on Thursday, 14 July 2022

Report submitted by: Director of Corporate Services

Part A

Electoral Division affected:
None;

Corporate Priorities:
Delivering better services;

Report of the Political Governance Working Group
(Appendices 'A' and 'B' refer)

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

Brief Summary

The Political Governance Working Group met on 22 June 2022 and made recommendations to Full Council on the following issues:

- Terms of Reference for the Political Governance Working Group (see Appendix 'A').
- Amendments to Appendix P of the Constitution – Protocol on webcasting, recording and reporting on meetings (see Appendix 'B').

Recommendation

That Full Council agrees:

- (i) The Terms of Reference for the Political Governance Working Group as set out at Appendix 'A'.
- (ii) The amended Appendix P of the Constitution - Protocol on webcasting, recording and reporting on meetings as set out at Appendix 'B'.

Detail

Full Council, at its Annual General Meeting on 26 May 2022, agreed that the Political Governance Working Group should meet quarterly to be a forum for matters relating to the political management of the authority and for regular engagement between political groups and key officers.

The first meeting of the Group since that decision was on 22 June 2022, at which the Group considered some Terms of Reference. Those Terms of Reference are now presented to Full Council for approval at Appendix 'A'.

At that meeting, the group also considered revisions to the Protocol on Webcasting, recording and reporting on meetings, which forms Appendix P of the Constitution.

The previous version of this protocol made only passing reference to webcasting. The protocol has been updated to reflect that the council now webcasts all of its formal committee meetings that take place at County Hall that are open to the public, and to explain the implications of that to anyone attending in person. The sections on recording or reporting on meetings are largely unchanged as these elements reflect our statutory duties in this regard. The revised protocol is presented at Appendix 'B'.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

The county council is required to have a constitution which sets out how the Council operates. The proposals in this report are designed to ensure that the council's constitution and the processes for reviewing and updating the constitution remain robust.

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

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

None

Reason for inclusion in Part II, if appropriate

N/A

Political Governance Working Group

Terms of Reference

1. Meetings

- 1.1. The Group shall meet quarterly, or as determined by its members or as specifically requested by Full Council
- 1.2. Meetings shall be held at County Hall, Preston, unless otherwise agreed by the Group.

2. Membership & Chair

- 2.1. The Group shall be made up of 9 members, 5 Conservatives, 2 Labour, 1 Liberal Democrat and 1 Green, members to be nominated by the groups themselves.
- 2.2. The Chair and Deputy Chair shall be appointed by Full Council annually.
- 2.3. If the Chair is absent at a meeting, the Deputy Chair shall preside. If both the Chair and Deputy Chair are absent, a Chair for the meeting shall be chosen from amongst the members present

3. Quorum

- 3.1. The quorum shall be 3 members, representing at least 2 political groups

4. Voting

- 4.1. All members of the Group shall have a vote. Voting shall be by show of hands, and resolutions shall be by simple majority
- 4.2. The Chair shall have a second or casting vote in the event of a tie

5. Role and Functions

- 5.1. To consider, on behalf of the Full Council, matters relating to the political administration of the authority, including:
 - Proposals to amend the constitution, including the code of conduct for members (reporting to the Audit Risk and Governance Committee on the latter as appropriate)
 - Formal reviews of county council electoral boundaries in Lancashire
 - Formal proposals to change the governance model of the council
 - Changes to the provision of support provided to political groups on the council
 - Proposals to changes processes and procedures for formal meetings of the council and its committees
 - Matters relating to information, advice and support for individual councillors and political groups

- 5.2. To act as a forum for regular engagement between political groups and senior officers, in relation to matters relating to the support provided to councillors and groups

6. Recommendations

- 6.1. The Group will report its recommendations to Full Council, or other committee or body as agreed by Full Council
- 6.2. A regular report on the Group's activities and workplan shall be presented to the Overview and Scrutiny Management Board

Appendix B

Protocol on webcasting, recording and reporting on meetings of the County Council

The county council is committed to open and transparent decision making. This protocol explains the rights of the press and public to report on or record meetings of the council.

All formal meetings of the county council, its Cabinet, committees, sub committees and joint committees are open to the public, except where there are legal requirements preventing them from being so.

Members of the press or public are not required to give notice of their intention to attend a meeting that is open to the public. However, in order to make sure appropriate arrangements are in place to facilitate attendance, it is requested that individuals with special access needs or large groups wishing to attend a meeting contact Democratic Services in advance of the meeting by emailing democratic.services@lancashire.gov.uk

Webcasting

The council provides a webcasting service, whereby meetings are broadcast live over the internet via the council's website and are also available to view after the meeting.

Scheduled meetings of the following committees are webcast:

- Full Council
- Cabinet
- Audit, Risk and Governance Committee
- Development Control Committee
- Employment Committee
- Lancashire Health and Wellbeing Board (meetings that are held in County Hall)
- Pension Fund Committee
- Regulatory (including any sub-committees)
- Urgency Committee of the Full Council
- Children, Families and Skills Scrutiny Committee
- Community, Cultural, and Corporate Services Scrutiny Committee
- Environment, Economic Growth and Transport Scrutiny Committee
- Health and Adult Services Scrutiny Committee
- Scrutiny Management Board

How does webcasting work?

The meetings are webcast using fixed cameras in the meeting rooms. Webcasts will take the form of a video and audio broadcast of the meeting.

Please note that the location of the cameras in the rooms mean that anyone attending the meeting may appear on screen. Whilst the cameras focus on the speaker, anyone sitting behind a speaker may also be shown.

Speakers at the Development Control Committee will also be shown and heard on the webcast.

Where possible, if an attendee specifically requests not to be shown on webcast, Democratic Services will seek to identify seating in an area of the meeting room which will not be shown on screen or make facilities available for the person to view from another location. However, this facility is not available in every room.

Notices will be posted at the venue to advise people that a meeting is to be webcast.

Where councillors at a meeting resolve to exclude the press and public from a meeting because there is likely to be a disclosure of confidential information, those parts of the meeting will not be webcast. This is only done where the council is satisfied that the at least one of the legal exemptions to the duty to hold meetings in public is met.

Webcasts are available on the council's website or by contacting democratic.services@lancashire.gov.uk. Webcasts are retained for 6 years.

Filming or recording meetings of the county council

Members of the public or media are entitled to make their own audio and / or video recording of council meetings.

Anyone intending to film or record a meeting of the county council should notify Democratic Services in advance of the meeting by emailing democratic.services@lancashire.gov.uk

Unless specific permission is given by the Monitoring Officer in advance of the meeting, filming or photography must be from a fixed spot and should aim to focus on the speaker. Any member of the public in attendance who has indicated that they do not wish to be filmed or photographed must not be. In no circumstances should any children in attendance at a meeting be filmed or photographed. County Councillors who are members of the committee may not request that they are not filmed.

The County Council requests that any video recordings or photographs made during a meeting are not subsequently edited in a way that would misrepresent the views of a speaker or the general proceedings.

All recording activity must be done in such a way that does not disrupt or interfere with the running of the meeting or with the ability of other observers to view or record the proceedings. For that reason, large or distracting equipment (such as lighting rigs,

flash photography, floor standing cameras) would generally not be allowed without the express permission of the Monitoring Officer.

Anyone recording or attending a meeting is not permitted to provide an oral commentary from within the room.

Social media

Members of the public and the press are welcome to tweet or blog (or use any other form of real time social media) from any meeting of the council that is open to the public.

Oral commentary from within the meeting room is not permitted.

Any use of social media within a meeting room must not disrupt or interfere with the meeting.

General

All recording must be done in an open and transparent way.

All recording must be conducted in a way that does not disrupt the meeting. In general, all recording devices and equipment should operate quietly and unobtrusively (electronic devices, such as Smart phones, should be switched to silent, for example).

Recording of meetings or parts of meetings where the councillors present have legitimately resolved that the press and public must be excluded because there is likely to be a disclosure of confidential information is not permitted.

The rights set out in this protocol are subject to the County Council's existing rules set out in the constitution on members of the public attendance at meetings.

These rules allow that, in the event that a member of the public is disrupting the meeting, the Chair of a meeting, after giving a warning, may order that a member of the public be removed from the meeting, or that a meeting be adjourned.

Any queries about this protocol or requests for special permissions requiring the Monitoring officer's consent, should be directed to Democratic Services by emailing democratic.services@lancashire.gov.uk

On all matters connected to this protocol, the decision of the Monitoring Officer (outside of the meeting) or the Chair of the meeting (during the meeting) are final.

Meeting of the Full Council
Meeting to be held on Thursday, 14 July 2022

Report submitted by: Head of Legal, Governance and Registration Services

Part A

Electoral Division affected:
None;

Corporate Priorities:
N/A;

Report of the Pension Fund Committee - Revised Terms of Reference of the Investment Panel and the Committee
(Appendices 'A' and 'B' refer)

Contact for further information:
Mike Neville, Tel: (01772) 533431, Senior Democratic Services Officer
mike.neville@lancashire.gov.uk

Brief Summary

The Pension Fund Committee and Investment Panel have recently considered and approved revised Terms of Reference which are now presented for consideration and approval by Full Council.

Recommendation

Full Council is asked to consider and approve the revised Terms of Reference as agreed by the Investment Panel on 16 June 2022 and the Pension Fund Committee on 17 June 2022 and set out respectively at Appendices 'A' and 'B' to this report.

Detail

The annual report on the constitution, membership, and Terms of Reference was presented to the Investment Panel on 16 June and the Pension Fund Committee on 17 June 2022. In both cases the report included a revised Terms of Reference which incorporated several minor amendments identified by Officers during a recent review.

The amendments to the Terms of Reference for the Investment Panel are shown in bold in Appendix 'A' and relate to clarification of references to the Fund and the Local Pensions Partnership, together with some grammatical amendments.

For the Pension Fund Committee, the amendments mainly relate to the clarification of key policy documents for the Fund, and the relationship between the Local Pensions Partnership and its subsidiaries (Local Pension Partnership Investments Ltd and Local Pension Partnership Administration Ltd) and are shown in bold in Appendix 'B'.

Both the Investment Panel and the Pension Fund Committee agreed the revised Terms of Reference and recommended them to Full Council for consideration and approval.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

It is considered good governance to review the Terms of Reference of the Investment Panel and the Pension Fund Committee to ensure that they remain fit for purpose.

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

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

None

Reason for inclusion in Part II, if appropriate

N/A

Appendix A

Pension Fund Investment Panel Terms of Reference

The Investment Panel ("the Panel") provides expert professional advice to the Pension Fund Committee in relation to investment strategy. The Panel also supports the Head of Fund with the specialist advice required by the Lancashire County Pension Fund ("**the Fund**").

The Panel will:

- Review the Fund's long term investment strategy and where necessary make recommendations to the Pension Fund Committee.
- Advise on strategic and/or tactical asset allocations proposed by the **Local Pensions Partnership Ltd (LPPL)**.
- Restrict and control the range of asset allocations used by LPPL as set out in the Statement of Investment Principles.
- Consider appropriate risk management strategies to include the matching of pension liabilities with suitable investments, possibly involving derivatives, and where necessary make recommendations to the Pension Fund Committee.
- Consider foreign exchange hedging strategies relating to the equity and/or other asset allocations and where necessary make recommendations to the Pension Fund Committee.
- Monitor and review the investment activity; and
- Review and report on the performance of the Fund and where necessary make recommendations to the Pension Fund Committee.

The Panel does not exercise any delegated powers but instead will provide advice to the Head of the Fund who will either exercise his/her delegated powers or make recommendations to the Pension Fund Committee **taking account** of advice and views from the Panel.

The membership of the Panel comprises:

- (a) Head of Fund (as Chair); and
- (b) Not less than two independent advisers appointed in accordance with arrangements determined by the Pension Fund Committee

The Panel may operate through sub-groups to undertake **specific** tasks but will formulate recommendations to the Head of Fund and/or the Pension Fund Committee through meetings of the full Panel.

The Panel may **secure** specialist advice within allocated budgets.

The Panel will meet at least quarterly, or otherwise as necessary

At least one member of the Panel will attend the LPPL Investor's Forum on a 6 monthly basis.

Appendix B

Pension Fund Committee Terms of Reference

Composition and role:

1. The Pension Fund Committee ("the Committee") comprises twelve County Councillors and seven voting co-optees representing the following organisations:
 - a. One co-optee representing the Further and Higher Education sector in Lancashire.
 - b. One co-optee from Blackburn with Darwen Council.
 - c. One co-optee from Blackpool Council.
 - d. Two co-optees representing Trade Unions; and
 - e. Two co-optees representing the Lancashire Borough and City Councils.
2. The role of the Committee is to:
 - a. Fulfil the role of Scheme Manager, as set out in regulations, of the Lancashire County Pension Fund ("the Fund" or "LCPF").
 - b. Establish policies in relation to investment management, which shall include meeting with the Investment Panel to consider future Investment policy for the Fund.
 - c. Monitor and review investment activity and the performance of the Fund.
and
 - d. present an annual report to the Full Council on the state of the Fund and on the investment activities during the preceding year.
3. The Committee shall meet at least quarterly, or otherwise as necessary, with **members of the** Investment Panel in attendance.
4. Meetings of the Committee shall be open to the public, but the public may be excluded where information of an exempt or confidential nature is being discussed – see Access to Information Procedure Rules set out at Appendix 'H' to the County Council's Constitution.

General:

5. To exercise Lancashire County Council's responsibility for the management of the Fund, including the administration of benefits and strategic management of Fund assets and liabilities.
6. To determine which pension related functions and responsibilities should be exercised under a Scheme of Delegation to the Head of the LCPF, the Council's s.151 Officer and the Director of Corporate Services.

7. To review governance arrangements and the efficient and effective use of external advisors to ensure good decision-making.
8. To appoint a minimum of two suitable persons to an Investment Panel through a sub committee convened for that purpose.
9. To establish sub-committees and panels as necessary to undertake any part of the Committee's functions.
10. To receive an annual report from the Lancashire Local Pensions Board on the nature and effect of its activities.

Policies (other than Investment, Administration and Funding – see below):

11. To approve the following key policy documents:
 - a) A 3 Year Strategic Plan for the Fund.
 - b) An Investment Strategy Statement
 - c) Governance Compliance Statement.
 - d) Pension Fund Annual Report.
 - e) Communication Policy
 - f) Internal Dispute Resolution Procedure.
 - g) Death Grant Policy
 - h) Bulk Transfer Payment Policy.
 - i) Commutation policy (small pensions).
 - j) Transfer policy.
 - k) Abatement policy and
 - l) Any other discretionary policies as required under LGPS regulations

Investment:

12. To determine the strategic asset allocation policy, giving due recognition to the options made available by Local Pensions Partnership **Investments Ltd (LPPI)**.
13. To monitor the performance of the Fund's investments and ensure that best practice is being adopted and value for money is being delivered
14. To submit an annual report to the Full Council on the performance and state of the Fund and on the investment activities during the year.
15. To approve and review on a regular basis an overall Investment Strategy and subsidiary Strategies for such asset classes as the Investment Panel consider appropriate.
16. To have overall responsibility for investment policy.

Administration:

17. To approve the Annual Administration Report.
18. To approve the Pensions Administration Strategy Statement.
19. To monitor the performance of the pensions administration function.
20. To authorise the payment of any statutory pensions, gratuities, grants, etc. under the provisions of the Superannuation and Pensions Acts and Regulations and any Local Acts.
21. To approve applications for early payment of preserved pension benefits on compassionate grounds.
22. To approve payments under the County of Lancashire Act 1984.
23. To determine the actual injury allowance payable on each individual qualifying case of injury or disease, both retrospective and for the future.
24. To review annually the actual amounts of injury allowances payable under the Local Government Superannuation Regulations, as amended, to employees who have sustained injuries or contracted diseases, **resulting from** anything they were required to do in carrying out their work. and to make any changes appropriate to reflect changes in the relevant financial circumstances of the payee.

Funding:

25. To approve the Funding Strategy Statement which shall include the Fund's policy in respect of:
 - a. the Funding Target.
 - b. the collection of employee contributions.
 - c. the collection of employer contributions.
 - d. the collection of additional employer contributions
 - e. Admissions and Terminations; **and**
 - f. **Employer risk.**
26. To approve Scheme Funding Advice
27. To review ongoing funding updates for potential cash contribution implications

Procurement:

28. To approve the procurement process, tender award criteria and evaluation methodology in advance of any tender being invited for the appointment of external support, including:
 - a. an external corporate governance adviser.
 - b. an external Fund custodian.

- c. external performance measurement advisers.
- d. the Fund Actuary and
- e. the Fund's AVC Provider.

Training:

- 29. To approve the annual Training Plan for members of the Pension Fund Committee and actively participate in training opportunities.

Local Pensions Partnership Ltd (LPPL):

LPPL was formed in partnership between the County Council and the London Pension Funds Authority (LPFA) to carry out certain pension functions such as investment activity and administration on behalf of the two partner authorities. The relationship between the County Council and LPFA is governed by various agreements, one of which (the Shareholders Agreement dated 8th April 2016) reserves certain key matters for the determination of the County Council and LPFA rather than LPPL (the "Reserved Matters"). References to delegated powers relating to LPPL address the Reserved Matters. Unless stipulated, any reference to the "Agreement" is a reference to the Shareholders Agreement dated 8th April 2016.

Pension administration services are provided by the administration arm of LPP, which is called Local Pensions Partnership Administration Limited, with investment services being undertaken by the investment arm, Local Pensions Partnership Investments Limited

Incorporation or winding up of subsidiaries:

- 30. To approve, with the exception to the formation of vehicles which are necessary for any transactional, operational or tax efficiency reasons in the sole opinion of the Board, any incorporation of any new subsidiary of LPPL or any of its Group Companies or any liquidation or winding up of LLP or any of its Group Companies. Any acquisition of any shares in any company, whether through subscription or transfer, such that the company concerned becomes a Subsidiary of LPPL or any Group Company.

Merger/acquisition of any business undertaking:

- 31. To approve the amalgamation or merger with any company, association, partnership or legal entity or the acquisition of any business undertaking of any other person.

Financial and Business:

- 32. To approve any Strategic Plan for LPPL or make any material changes to any Strategic Plan after its approval.
- 33. To approve any extension of the activities of LPPL outside the scope of the Business or to close down any business operation.
- 34. To receive the annual accounts of LPPL.

35. To approve the establishment, provision, or amendment of any pension scheme **for LPPL**.
36. To give or take any loans, borrowing or credit (other than normal trade credit in the ordinary course of business) **exceeding** £1,000,000 or cause the aggregate indebtedness of LPPL to exceed £[5m].

Shares, shareholder loans and constitutional:

37. To pay or declare any dividend (other than as expressly provided for in the Shareholder agreement) or other distribution to the Shareholders or redeem or buy any Shares or otherwise reorganise the share capital of LPPL.
38. To admit any person whether by subscription or transfer as a member of LPPL save as provided for in the Shareholder Agreement.
39. To approve any change to the name of LPPL.

Control, management, Directors, and employees:

40. To approve the remuneration policy of LPPL Non-Executive Directors.
41. To approve the appointment or removal of any statutory director of LPPL otherwise than in accordance with the Shareholder Agreement and the Articles of LPPL.
42. To enter into or vary any agreement for the provision of consultancy, management or other services by any person which will, or is likely to result in, LPPL being managed otherwise than by its directors or controlled otherwise than by its shareholders.
43. To approve the move of the central management and control of LPPL or LPPL's tax residence outside of the UK.

Contract with related parties

44. To enter into or vary, any contracts or arrangements with any of the Shareholders or Directors or any person with whom any Shareholder or Director is connected (whether as director, consultant, shareholder or otherwise) save as anticipated in the various agreements between the County Council, LPFA and LPPL entered into on 8th April 2016.
45. To approve the commencement or the taking of steps to commence any insolvency proceedings under any law relating to insolvency anywhere in the world unless LPPL is at the relevant time unable to pay its debts as they fall due or the value of its assets is less than its liabilities, including its contingent and prospective liabilities and the directors reasonably consider (taking into account their fiduciary duties) that it ought to be wound up or it ought to enter into administration.
46. To enter into any partnership, joint venture or profit sharing arrangement with any person or create any share option scheme.

47. To enter into or make any material variation to any agreement not in the ordinary course of the Business and/or which is not on an arm's length basis.
48. To approve the sale, lease (as lessor), licence (as licensor), transfer or otherwise dispose of any of its material assets.
49. To enter into any contract which cannot be terminated within 48 months and under which the liability for such termination could exceed £1 million.

Pension Fund Committee – Scheme of Delegation Arrangements.

1. Matters reserved to Full Council

Local Pensions Partnership Ltd (LPPL):

Changes to the Articles or any Share rights impacting on any pre-approval matter(s)

Approval to alter any of the provisions of the LPPL Articles (including the articles of the LPPL subsidiary companies) or alter any of the rights attaching to the Shares (including where any such alterations directly or indirectly impacts on a Reserved Matter) unless such amendment is of a purely administrative nature.

Dilution on Shareholding/Issue of Shares and Share Options

Approval to reduce or cancel any share capital of LPPL, purchase its own shares, hold any shares in treasury, allot or agree to allot, whether actually or contingently, any of the share capital of LPPL or any security of LPPL convertible into share capital, grant any options or other rights to subscribe for or to convert any security into shares of LPPL or alter the classification of any part of the share capital of LPPL save as the power to do so without prior Shareholder approval is specifically provided for in the Agreement .

Creation of any Holdco of LPPL

To approve the formation of any holding company of LPPL.

Change of Company status

To approve a change of status of LPPL from a limited company to a public limited company or from a company limited by shares to any other form of legal entity.

2. Matters reserved to the Employment Committee

Local Pensions Partnership Ltd (LPPL):

Approval of LPPL's Remuneration Policy

To approve the remuneration policy of the LPPL directors and staff, other than for LPPL Non-Executive Directors

Changes to Directors' Remuneration Policy

To approve the payment of any fees, remuneration or other sums to or in respect of the services of any director or vary any such fees or remuneration other than in accordance with an agreed remuneration policy approved by both LCC and LPFA. For the avoidance of doubt this will not apply to the payment or reimbursement of reasonable expenses properly incurred by any statutory director in the course of carrying out his duties in relation to LPPL nor to any payment under any indemnity by LPPL to which the statutory director is entitled under the Articles or under any relevant law.

Proposed redundancies of any Group employees

To approve any proposed programme of redundancies within LPPL or rationalisation of a group of employees

Proposed re-location of any LPPL employees

To approve any proposed programme of relocation of a group of employees outside Lancashire who were previously employees of LCC.

Chief Executive

To approve the appointment or removal of the Chief Executive of LPPL or any subsidiary company.

3. Matters reserved to Officers

The following functions have been delegated to the Head of the Lancashire County Pension Fund (LCPF), the Director of Corporate Services, and the Council's s.151 Officer as indicated below:

The Head of the LCPF, the Director of Corporate Services, and Council's s.151 Officer may allocate or re-allocate responsibility for exercising powers (delegated to them by Full Council or the Pension Fund Committee) to other officers on their behalf in the interests of effective corporate management as he/she thinks fit.

Records of all such authorisations must be retained and a copy sent to Democratic Services for retention. The 'other' officer(s) to whom a power has been re-allocated cannot further delegate that power to another officer.

Any decisions taken under the Scheme of Delegation must be recorded on the electronic decision recording system.

Matters reserved to the Director of Corporate Services

Agreements

To enter into or vary any agreement to do any of the things reserved to the Pension Fund Committee and to officers under the Scheme of Delegation arrangements

Local Pensions Partnership Ltd (LPPL):

Guarantees and Indemnities

To give any guarantee, suretyship or indemnity outside the ordinary course of business to secure the liabilities of any person or assume the obligations of any person.

Disputes and proceedings

To commence, settle or defend any claim, proceedings or other litigation brought by or against LPPL, except in relation to debt collection [not exceeding £[2m],] in the ordinary course of the Business.

Matters reserved to the Council's S.151 Officer

As the officer designated under s.151 of the Local Government Act 1972 to be responsible for the proper administration of the financial affairs of the County Council, for this purpose including the Lancashire County Pension Fund.

Accounts and Records

To maintain all necessary accounts and records in relation to the Pension Fund save as otherwise discharged in accordance with arrangements determined by the Pension Fund Committee

Local Pensions Partnership Ltd (LPPL): Shares,

Shareholder loans and constitutional:

1. Save as provided for in the Shareholders Agreement, to approve an increase in the amount of any Shareholder Loans or the variation of the terms of any Shareholder Loans.
2. To approve the repurchase, repayment, redemption or cancellation of any Shareholder Loan other than in accordance with the terms of any Loan Agreement, Loan Notes or the terms of the Shareholders Agreement.

3. To enter into any agreement with a Shareholder for the provision of additional funds or financial support from that Shareholder which differ from the terms on which the other Shareholder is providing equivalent finance or support.

Matters reserved to the Head of the Lancashire County Pension Fund

As the officer responsible for the management of the Lancashire County Pension Fund:

1. To set the appropriate funding target for the Fund.
2. To place any monies not allocated to investments on short term deposit in accordance with arrangements approved by the Pension Fund Committee.
3. In consultation with the Investment Panel, to monitor and review the performance of investments made by LPPL and to report to each meeting of the Pension Fund Committee on the exercise of this delegation.
4. To arrange and authorise the provision of appropriate and necessary training for members of the Pension Fund Committee including the attendance at conferences and other similar pension fund related events by members of the Pension Fund Committee.
5. To accept for admission into the Lancashire County Pension Fund employees of authorities and bodies as prescribed in Regulations including transferees and community admissions which are considered as 'exceptional circumstances', subject to an approved Admission Agreement, and subject to any necessary indemnities as appropriate.
6. To prepare and submit the following to Pension Fund Committee:
 - a) A 3 Year Strategic Plan for the Fund.
 - b) An Investment Strategy Statement (to include policy on the management of cash balances).
 - c) A Governance Compliance Statement.
 - d) The Pension Fund Annual Report.
 - e) A Funding Strategy Statement to include the Fund's policy in respect of:
 - the Funding Target.
 - the collection of employee contributions.
 - the collection of employer contributions.
 - the collection of additional employer contributions;
 - Admissions and Terminations; **and**
 - **Employer risk.**

- f) The Pensions Administration Strategy Statement.
 - g) The Communication Policy.
 - h) An Internal Dispute Resolution Procedure.
 - i) The Death Grant Policy.
 - j) The Bulk Transfer Payment Policy.
 - k) A Commutation Policy (small pensions).
 - l) The Transfer Policy,
 - m) The Abatement Policy, **and**
 - n) Any other discretionary policies as required under LGPS regulations.**
7. To carry out the administrative functions of the administering authority relating to the Local Government Pension Scheme.
 8. To approve the payment of death grants in accordance with the agreed Death Grant Policy.
 9. To appoint any required external support (subject to the role of the Pension Fund Committee and the Investment Panel), their terms of office and remit.
 10. To deal with stage 2 appeals under the Internal Dispute Resolution Procedure.
 11. To authorise the payment of any statutory pensions, gratuities, grants, etc. under the provisions of the Superannuation and Pensions Acts and Regulations and any Local Acts.
 12. To approve applications for early payment of preserved pension benefits on compassionate grounds.
 13. To approve payments under the County of Lancashire Act 1984
 14. To determine the actual injury allowance payable on each individual qualifying case of injury or disease, both retrospective and for the future.
 15. To review annually the actual amounts of injury allowances payable under the Local Government Superannuation Regulations, as amended, to employees who have sustained injuries or contracted diseases, as a result of anything they were required to do in carrying out their work and to make any changes appropriate to reflect changes in the relevant financial circumstances of the payee.
 16. To provide support to the Local Pension Board to enable it to fulfil its role and responsibilities as defined by sections 5 (1) and (2) of the Public Service Pensions Act 2013.

Local Pensions Partnership Ltd (LPPL):

To approve the following:

17. The appointment or removal of the auditors of LPPL.

18. The alteration of LPPL's accounting reference date.
19. Any significant change to any of LPPL's accounting or reporting practices.
20. The creation of any Encumbrance over the whole or part of the undertaking or assets of LPPL.
21. Any item or series of items of capital expenditure including finance leases but excluding operating leases of more than £5,000,000.
22. The entering into or variation of any operating lease either as lessor or lessee, of any plant, property or equipment of a duration exceeding 10 years or involving aggregate premium and annual rental payments in excess of £5m.
23. The factor or discount any book debts of LPPL.
24. The making of any agreement or reach any settlement with any revenue authorities or any other taxing authority, or make any claim, disclaimer, election or consent of a material nature for tax purposes in relation to LPPL, its business, assets or undertaking.
25. Any change to the bankers of LPPL.
26. Any change to the registered office of LPPL.

Agenda Item 8

Meeting of the Full Council Meeting to be held on Thursday, 14 July 2022

Report submitted by: Head of Legal, Governance and Registration Services

Part B

Electoral Division affected:
(All Divisions);

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

Report of the Cabinet (Part B) (Appendix 'A' refers)

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 meeting on 9 June 2022.

Additionally, at the Cabinet meeting on 7 July 2022, Cabinet received the Annual Reports of the Lead Members. These are attached at Appendix 'A' for information.

Recommendation

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

Detail

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

9 June 2022

Part I (Open to Press and Public)

Champion for Disabled People Appointment

Resolved: That, the appointment of County Councillor Carole Haythornthwaite as Champion for Disabled People in place of County Councillor Rupert Swarbrick with immediate effect, be approved.

- **Report on Corporate Performance Management 2021/22 Quarter 4**

Resolved: That, following consideration of the report and the additional information set out in Appendices 'A' and 'B', the report be noted and that data on gullies cleaning be provided in the next quarterly report to Cabinet.

- **The County Council's Financial Position - 2021/22 Outturn**

Resolved: That;

- i. The council's final revenue and capital outturn position for 2021/22 be noted; and
- ii. Approval be given for the transfer of the 2021/22 revenue underspend to the transitional reserve.

- **Procurement Report**

Resolved: That, the commencement of the procurement exercise for the construction of Cottam Parkway Railway Station, Preston be approved.

- **Broadgate Cycle Optimised Protected Signals Junction Upgrade**

Resolved: That, the following be approved:

- i. Junction improvements for cycling and walking at the Broadgate junction with Liverpool Road (Appendices 'A' and 'C' refer);
- ii. Construction of a cycle track for cycle use only in and around the junction, and of a footway which was for on foot only around the junction, together with construction of shared use cycletrack, the removal of existing carriageway and footway at the junction and areas of planting to introduce the Cycle Optimised Protected Signals design (Appendices 'A' and 'C' refer);
- iii. The making of associated Orders for reconfigured parking, waiting and loading arrangements on Fishergate Hill, introduction of a 20mph speed limit and a one-way restriction on Fishergate Hill filter lane -U4369 (Appendix 'A' refers);
- iv. Rumble Strips, road humps (40mm high) and parallel crossing on Fishergate Hill filter lane (Appendix 'A' refers); and
- v. Bus stop clearways on Broadgate and Fishergate Hill (Appendix 'A' refers).

- **Developing Provision for Children and Young People with Special Educational Needs and Disabilities**

Resolved: That;

- Following consideration of the results of the formal consultations, and the creation of a Special Educational Needs unit at Fleetwood Chaucer Primary School, St Francis of Assisi Roman Catholic Primary School, Skelmersdale and St Augustine's Roman Catholic High School, Billington, near Clitheroe be approved, and it be noted that the development of a Special Educational Needs unit at St Augustine's Roman Catholic High School was part of a larger school expansion that received Cabinet approval in April 2022;
- Following consideration of the results of the informal consultation to expand and increase the number of school places at Thornton Cleveleys Red Marsh School and Lostock Hall Moor Hey School, approval be given to initiate the formal consultation process; and
- The undertaking of the process to establish a new school in Lancaster for primary aged pupils presenting with social, emotional and mental health needs, in accordance with the updated Department for Education 'Establishing a New School: Free School Presumption' guidance and associated framework, be approved.

Multiply Funding to Improve Adult Numeracy Skills

Resolved: That;

- Authorisation be given to develop the Investment Plan and the Executive Director of Growth, Environment, Transport and Community Services and the Executive Director of Education and Children Services be authorised, in consultation with the Cabinet Member for Economic Development and Growth and the Cabinet Member for Education and Skills to approve the plan; and
- The Executive Director of Growth, Environment, Transport and Community Services and the Executive Director of Education and Children Services be authorised to finalise the programme and award funding to projects, in consultation with the Cabinet Member for Economic Development and Growth and the Cabinet Member for Education and Skills, Director of Corporate Services and Director of Finance. This would enable the commissioning and procurement of numeracy provision, including entering into legal/funding arrangements as required up to the indicative budget limit of £5.9m.

- **Approval for Submission to the Government's Levelling Up Fund**

Resolved: That;

- The details of the emerging submission to the Fund, be noted;
- The development funding of up to £400,000 (as previously approved by Cabinet in July 2021) be confirmed and be continued towards the design activity following the submission and in advance of the Government's formal announcement of successful applications anticipated in late 2022;

- iii. The underwriting of a capital contribution be made as local match funding to support a funding bid, estimated at up to £5 million (as previously approved by Cabinet in July 2021); and
- iv. The Executive Director of Growth, Environment and Transport, be authorised in consultation with the Cabinet Member for Economic Development and Growth, to submit the county council's funding application by 6 July 2022.

Parish and Town Council Biodiversity Small Grant Scheme

Resolved: That, support be given to the Parish and Town Council Biodiversity Small Grant Scheme and to the promotion of the scheme.

- **Capital Redevelopment of the Harris Museum, Art Gallery and Library**

Resolved: That, the release of the remaining £750,000 of the £1m funding previously agreed by Cabinet on the 9 August 2018 with £250,000 having been paid towards the support of the bid as agreed in November 2017, be approved.

Local Government (Access to Information) Act 1985

List of Background Papers

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

None

Reason for inclusion in Part II, if appropriate

N/A



Lead Member Annual Reports 2021-22

Lancashire County Council

Lead Member Annual Reports

2021 - 2022

Introduction

The role of the Lead Members at Lancashire County Council is to work with and support the Cabinet in delivery of their vision for the council and corporate priorities.

Each Lead Member is assigned to work with specific Cabinet members and the County Council's constitution provides a summary of their responsibilities as follows:

- To lead on specific areas to be determined by the cabinet member
- To focus on information gathering and understanding key policy/service delivery areas
- To assist with the development of options and policies for consideration by the cabinet member
- To brief and make recommendations to cabinet members and others on the relevant issues that affect the decision making; and
- To represent or deputise for the cabinet member as necessary.

In May 2021, Cabinet appointed five Lead Members to support their work:

- Community and Cultural Services – Councillor Alan Cullens BEM
- Education and Skills / Children and Families – Councillor Mike Goulthorp
- Highways and Active Travel – Councillor Rob Bailey
- Health – Councillor Sue Whittam
- Resources, HR, and Property – Councillor Jeff Couperthwaite

In order to increase awareness of the Lead Member role and ensure that there is effective transparency and accountability, Cabinet determined in May 2022 that Lead Members should provide an annual report to Cabinet and Full Council on their activities.

The Annual Reports for each of the five Lead Members are included in this report. These reports provide an overview of their priorities and key activities during 2021-22 along with their priorities for 2022-23.

Lead Member for Children and Education

Mike Goulthorp



Priorities for 2021-22

- To support the work of the Cabinet Members for Children & Families and Education and Skills, including deputising at Cabinet and Full Council as required.
- To lead on behalf of the Cabinet Members priorities on Children's Services and Education and Skills budget planning and management.
- To work with Cabinet Members to ensure a smooth transition from the Covid pandemic to endemic takes place across both portfolios.
- Play an active role as a Director and Vice-Chair of Marketing Lancashire to help develop Lancashire as a great place to visit, work, study, and invest in, with a focus on increasing engagement and commitment of the education sector.
- To work with and contribute to the work of the whole cabinet to ensure effective introduction of measures for decision at Cabinet and Full Council.

| Key activities | Delivering Better Services Caring for the Vulnerable |
|---|---|
| <p>Working with the Cabinet Member for Children and Families I attended regular briefings with the Executive Director for Education and Children on Children's Services developments and plans to ensure progress is maintained and issues addressed. In addition, I was responsible for working with the Youth Justice Management Board and the Young Offenders' Team.</p> <p>Working with the Cabinet Member for Education and Skills, I attended regular briefings on Education and Skills matters with the Executive Director for Education and Children's Services, to monitor progress against plans and ensure that any issues are addressed in a timely way. I also attended the SEND Partnership Board and Schools Forum (including working Groups such as the Schools Block, the High Needs Block and Early Years) to ensure appropriate oversight of the work of these bodies.</p> | |

Priorities for 2022-23

- To lead on behalf of the Cabinet Members priorities on Children's Services and Education and Skills budget planning and management.
- To lead a review on the School Place Planning processes and the delivery of the new supporting IT system.
- To maximise opportunities for effective provision for Young People and Families.
- To maximise opportunities for care leavers to enter the workplace and receive further education and skills.
- To ensure that promotion of education and skills opportunities remain at the centre of Marketing Lancashire's business plans
- To lead, in conjunction with the Cabinet Member, a review to identify commercial opportunities for the County Council from our education support services.

Lead Member for Community and Cultural Services

Alan Cullens BEM

Priorities for 2021-22

- To support the work the Cabinet Member for Community and Cultural Services, including deputising at Cabinet and Full Council as required.
- Lead on behalf of the Cabinet Member on the promotion and development of Lancashire Libraries and Archive Friends Groups
- Play an active role in supporting the reopening of the Libraires as the country emerged from the pandemic and we move back to business as usual.
- To support The Friends of The Lancashire Archive and promote their service through Libraries and schools.
- To work with and contribute to the work of the whole cabinet to ensure effective introduction of measures for decision at Cabinet and Full Council.



| Key activities | Delivering Better Services Caring for the Vulnerable |
|---|---|
| <p>Working with the Cabinet Member, I attend regular briefings with the Head of Cultural Services and Head of Archives, to oversee delivery of plans, develop a cultural services budget and help shape future services.</p> <p>Working with the Cabinet Member, I collaborated with several Parish Clerks to develop a Parish Council survey. This was used to form a renewal of the Parish / Lancashire County Council Charter.</p> <p>I supported the rebirth of Lancashire County Council / Parish Council Conferences and supported the design, delivery, and facilitation of the two conferences held in 2021-22.</p> <p>I have visited 14 libraries across the county, sometimes with the local County Councillor, to talk with staff and customers to ascertain how we can best move back to business as usual and widen our offer. This has included a wide variety of skills including joining in with Baby Bounce and Rhyme and learning to Knit and Natter! I have also attended 7 Friends Group events to help promote their work and share ideas and best practice from other groups.</p> | |

Priorities for 2022-23

- To develop a plan to further promote libraries as both cultural and community hub and relaunch the Friends of Lancashire Libraries network conference
- To complete visits to all libraries to meet staff and members of the public to inform further development of the library service.
- To further develop relationships with the Community and Faith Sector and Volunteer Partnerships in line with our corporate priorities especially Public Health.
- To play an active role as member of the Youth Justice Management Board.

Lead Member for Resources, HR, and Property

Jeff Couperthwaite



Priorities for 2021-22

- To support the work of the Cabinet Member for Resources, HR, and Property, including deputising at Cabinet and Full Council, and representing the Council on outside bodies such as the North West Regional Leaders body, when required.
- Lead on behalf of the Cabinet Member on specified finance projects including collaboration with other Cabinet Members.
- Play an active role as a Director of both Lancashire County Developments Ltd and Growth Lancashire Ltd.
- To work with and contribute to the work of the whole cabinet to ensure effective introduction of measures for decision at Cabinet and Full Council.

Key activities

Delivering Better Services, Protecting the Environment Supporting Economic Growth, Caring for the Vulnerable

Working with the Cabinet Member, I attend regular briefings on Finance, HR, Treasury Management, and Asset Management, reviewing performance against plans and dealing with any issues as they arise. In addition, I supported production of the Annual Budget for presentation to the Council in February 2022.

I led a project to clarify the County Councils funding to support victims of Domestic Abuse working with partners from the Police and Crime Commissioners Office and Public Health. This enabled the service to maximise the impact of the available funding to tackle domestic abuse across Lancashire.

Working with the Lead Member for Children and Education, I am contributing to an ongoing review of Education funding.

As a Director of the Council's property company, LCDL Limited, I am involved in delivering exciting new economic initiatives such as the Samlesbury Enterprise Zone and Lancashire Central strategic employment site as well as helping to increase the Council's income from existing assets. Working with other Directors of Growth Lancashire Ltd, I am actively involved in developing plans to support the County's small and medium sized businesses.

Priorities for 2022-23

- To lead on behalf of the Cabinet Member on projects to improve the Councils approach to commercialisation.
- To work with the Lead Member for Children's Services and Education, to help identify areas for financial efficiencies in our schools.
- To lead on behalf of the Cabinet Member on emergency preparedness, health and safety, and resilience.
- To support the Cabinet Member in ensuring delivery of a balanced budget for the year and to oversee efficiency initiatives and expediting our property disposal processes.

Lead Member for Health

Sue Whittam



Priorities for 2021-22

- To support the work of both the Cabinet Members for Adult Social Care and Health and Wellbeing, including deputising at Cabinet and Full Council as required.
- To lead on behalf of the Cabinet Member for Adult Social Care on all aspects of Adult Safeguarding.
- Play an active role as a member of the Health and Wellbeing Board; the Lancashire Safeguarding Adults Board and Integrated Care Partnerships.
- To work with and contribute to the work of the whole cabinet to ensure effective introduction of measures for decision at Cabinet and Full Council.

Key activities

Delivering Better Services Caring for the Vulnerable

I represented the County Council on the Health and Wellbeing Board, alongside key partners from the NHS; Public Health; Health Watch; other local authorities and voluntary sector organisations.

Working with the Cabinet Member, I attend regular briefings on Public Health issues. In addition, we lead the re-positioning and re-focussing of the Health and Wellbeing Board to improve governance and outcomes. In addition, working with the Director of Public Health we influenced and developed the priorities for the forthcoming year which focussed on a Better Start in Life, Healthy Hearts and Healthy Minds.

As lead of Adult Safeguarding, I attend weekly Officer briefings to keep up to date with current issues and service developments. I am a member of the Lancashire Safeguarding Adults Board where alongside partners from NHS; Public Health; Health Watch; other local authorities and voluntary and faith sector organisations we oversee and seek to improve adult safeguarding across Lancashire.

I researched, prepared, and delivered two bite-size briefings to all councillors on Living Better Lives and Adult Social Care Funding Reform 2021. This enabled all councillors to have a better understanding of key developments in adult social care and therefore enable them to support their residents more effectively with better information and advice.

Priorities for 2022-23

- To lead on behalf of the Cabinet Member for Health and Wellbeing on Mental Health issues working with the Champion for Mental Health and the Director of Public Health. This will also involve working closely with the Lancashire & South Cumbria NHS Foundation Trust to influence the priorities of the Trust and the availability of appropriate mental health facilities.
- To influence and support the work of the Lancashire Disability Partnership Board (LDPB) to help them refocus on positive outcomes and give the Board a strong voice.
- To help shape the changes in the integrated care system in particular relating to “place based” partnerships to ensure the best outcomes for residents.

- To work closely with the Independent Chair for Safeguarding Adults to protect and support vulnerable adults and ensure that lessons are learned from Safeguarding reviews.
- To support and influence the Market Shaping & Commissioning Group for Adult Social Care to ensure the development of appropriate externally purchased care and support services meet the present and anticipated needs of the people of Lancashire.

Lead Member for Highways and Active Travel

Rob Bailey

Priorities for 2021-22

- To support the work of the Cabinet Member for Highways and Transport, including deputising at Cabinet and Full Council as required.
- To lead on behalf of the Cabinet Member on active travel and development of a new App for reporting highways faults.
- To investigate the numerous interfaces between the Council and Public, Councillors and other stakeholders and assist in delivering training sessions by district to ensure Councillors were aware of how to access the correct Highways support.
- To challenge the current vehicle procurement plans to ensure a prudent transition to alternative fuels.
- To work with and contribute to the work of the whole cabinet to ensure effective introduction of measures for decision at Cabinet and Full Council.



| Key activities | Delivering Better Services Protecting the Environment |
|---|--|
| <p>I have championed the introduction of a new App to make the process of reporting Highways issues easier for residents and to provide feedback. The App launched 4 April 2022 to include Highways, street lighting and blocked gullies in first phase and I am overseeing the implementation and expansion of the scope of the App.</p> <p>I shared a panel at a national seminar with Chris Boardman on 30 March 2022, National Commissioner of the government's new cycling and walking body, Active Travel England (ATE), promoting Lancashire's support of Active Travel and how we can develop this further.</p> <p>I brought the Active Travel team together including Active Lancashire to present an update to all councillors on our work and how we intend to develop this further.</p> <p>I championed the design of a County Council channel to allow Electric Vehicle charging for homes without off street parking. The prototype is now being piloted with a view to further roll out with support from funding from government.</p> <p>I have worked with the Cabinet Member to define the key Highways & Transport issues. The immediate issue was poor communications with councillors and the public and a reporting system that provides no feedback. This has been addressed through the additional Highways District Leads and development of the 'Love My Street App.' In addition, there is now regular reporting of performance to Highway's briefings informed by data from the National Highways Survey and internal benchmarking.</p> | |

Priorities for 2022-23

- To improve the Public & Member Interface - including looking at all aspects of the call centre, VIP Mail, District Lead Officers support and the 101 service, with the intention of producing a simplified and unified service.
- To improve Efficiency within the Highways Service - including consideration of a “Catalogue of Services”; reviewing the TAMP policy; increasing carbon reduction within Highways and Transport and assisting in defining a revised Gully Cleansing regime.
- To deal with all Active Travel VIP enquiries
- To lead on Lancashire’s Local Cycling and Walking Investment Plan (creating the plan and ensuring member engagement)
- To actively contribute to the Board of Active Lancashire.

Meeting of the Full Council
Meeting to be held on Thursday, 14 July 2022

Report submitted by: Director of Corporate Services

Part B

Electoral Division affected:
None;

Corporate Priorities:
N/A;

The Employment Committee
(Appendix 'A' refers)

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

Brief Summary

The report of the Employment Committee from its meetings held on 27 May 2022 and 14 June 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 |
|-------|------|-------------|
|-------|------|-------------|

None

Reason for inclusion in Part II, if appropriate

N/A

Meeting of the Full Council - 14 July 2022

Report of the Employment Committee Meeting held on 27 May 2022

Chair: County Councillor Phillippa Williamson

Part I (Not Open to Press and Public)

Constitution, Membership and Terms of Reference

Resolved: That

- i. The appointment of County Councillor Phillippa Williamson as Chair and County Councillor Alan Vincent as Deputy Chair of the Employment Committee for the 2022/23 municipal year be noted.
- ii. The membership of the committee, following the county council's annual meeting on 26 May 2022 be noted.
- iii. The Employment Committee Terms of Reference, as presented, be noted.

Part II (Not Open to Press and Public)

Longlisting, Assessment Arrangements, Interview Questions and Presentation Topic for the Executive Director of Education and Children Services Role

(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 interest in disclosing the information.)

Simon Ray from Hampton's Consulting attended for this item.

The committee considered the application for the post of Executive Director of Education and Children's Services, as well as the assessment process, including proposed interview questions and presentation topic.

Resolved: That

- i. All candidates assessed as "strongly recommended" based on the application forms be longlisted and undergo the technical assessment, alongside any applicants who had already undergone the technical assessment as part of the previous recruitment process.
- ii. the assessment arrangements for candidates who are shortlisted following technical assessment be agreed as presented.
- iii. the interview questions and presentation topic to be used as part of the interview process be agreed as presented.

Report of the Employment Committee Meeting held on 14 June 2022

Chair: County Councillor Phillippa Williamson

Part II (Not Open to Press and Public)

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

(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 interest in disclosing the information.)

Simon Ray from Hampton's Consulting, and Jenny Coles, technical consultant, attended for this item.

It was noted that two of the longlisted candidates had withdrawn from the process.

The committee noted the assessment reports produced following the technical interviews and noted the strengths and areas for consideration identified.

Resolved: That the candidates who had received a "recommended" assessment from the technical assessment be shortlisted for interview.

Meeting of the Full Council
Meeting to be held on Thursday, 14 July 2022

Report submitted by: Head of Legal, Governance and Registration Services

Part B

Electoral Division affected:
None;

Corporate Priorities:
These are as set out in the reports considered by the committee;

Pension Fund Committee
(Appendix 'A' refers)

Contact for further information:
Mike Neville, Tel: (01772) 533431, Senior Democratic Services Officer,
mike.neville@lancashire.gov.uk

Brief Summary

The report of the Pension Fund Committee meeting held on 17 June 2022 is attached at Appendix 'A'. The agenda, Part I reports and minutes of the meeting are available to view on the [county council's website](#). Members can also contact the officer specified in individual reports for further information about that item.

Recommendation

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

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

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

None

Reason for inclusion in Part II, if appropriate

N/A

Appendix A

Meeting of the Full Council - Thursday 14 July 2022

Report on the Pension Fund Committee Meeting Held on 17 June 2022

Chair: County Councillor Eddie Pope

Part I (Open to the press and public)

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

[Pension Fund Committee](#)

Mr E Lambert - Independent Investment Adviser

The Committee was informed that Mr Lambert would be retiring from his position as one of the Investment Advisers to the Fund. On behalf of the Committee the Chair thanked Mr Lambert for his expertise and support over the last 13 years and invited those present at the meeting to join Mr Lambert for an informal lunch after the meeting.

Constitution, Membership and Terms of Reference of the Committee

The Committee received a report on the constitution and membership of the Committee (as agreed by Full Council on 26th May 2022) which stated that some nominating bodies had confirmed their appointments for Co-opted members while confirmation was yet to be received for others. It was also reported that following a review of the Terms of Reference several amendments were proposed, as set out at Appendix 'A' to the report.

Decision taken:

1. That the Constitution and Membership of the Pension Fund Committee, as set out below, is noted.

County Councillors

| | |
|---------------------------|---|
| J Burrows (Conservative) | S Holgate (Labour) |
| M Brown (Labour) | E Pope (Conservative) – Chair |
| M Clifford (Labour) | A Schofield (Conservative) – Deputy Chair |
| F De Molfetta (Labour) | M Tomlinson (Labour) |
| A Gardiner (Conservative) | D Westley (Conservative) |
| H Hartley (Conservative) | R Woollam (Conservative) |

Co-opted members (confirmed)

Councillor E Whittingham - Blackburn with Darwen Borough Council
Ms J Eastham - Further Education and Higher Education Institutions.
Mr P Crewe - Trade Unions.
Ms S Roylance - Trade Unions (replaced Mr J Tattersall).

Co-opted members (to be confirmed)

Councillor M Smith - Blackpool Borough Council.

Councillor D Borrow - Borough & City Councils.

Vacancy – Borough & City Councils (to replace Councillor M Hindley).

2. That, subject to a further minor amendment specified at the meeting, the revised Terms of Reference set out at Appendix 'A' to the report presented are approved and recommended to full Council for approval and inclusion in the Constitution of the County Council.

External Audit 2021/22

The Committee considered a report from Grant Thornton on the 2021/22 external audit plan for the Lancashire County Pension Fund, which would give an opinion on whether the financial statements represented an accurate view of the financial position/performance of the Fund on 31st March 2022, and that the accounts had been prepared in accordance with proper accounting practice. The issue of materiality was discussed, and the Committee was informed that the fees to be charged by Grant Thornton for the audit, which were subject to approval by Public Sector Audit Appointments, were expected to be £37k.

Decision taken:

1. That the 2021/22 external audit plan for the Lancashire County Pension Fund, as set out at Appendix 'A' to the report presented, is noted.
2. That the Chair and Head of Fund discuss materiality outside of the meeting and that a further report be brought back to the next meeting on the issue.

2021/22 Budget Monitoring Report

The Committee considered a report on the financial performance of the Fund for the year ended 31st March 2022 which showed a higher deficit compared to the budget. The key variances set out in the report, particularly around investment fees, were discussed and the Head of Fund confirmed that savings had been achieved since the creation of the Local Pensions Partnership.

Decision taken: That the financial performance of the Lancashire County Pension Fund for the year ended 31st March 2022, as set out in the report presented, is noted.

Internal Audit Report 2022

The Committee considered a report summarising the internal audit assurance work completed during 2021/22 and planned for 2022/23. The moderate assurance regarding overpayments was discussed and the Head of Fund undertook to provide further detail on the matter to the members of the Committee. Both the Head of Fund and Deputy Chair of the Committee clarified

that most of the actions arising from a previous audit report on Local Pensions Partnership Administration Ltd (LPPA) had been introduced, though it was accepted that some actions were dependent on the implementation of Project PACE by LPPA which was scheduled to take place in October 2022 for Lancashire.

Decision taken: That the audit report is noted and that further detail on the Fund's approach to the handling of overpayments be provided to members of the Committee outside of the meeting.

Lancashire County Pension Fund - Governance Compliance Statement

The Committee considered a report on the draft Governance Compliance Statement that would replace the separate Annual Governance Statement and Governance Policy Statement. In response to a query regarding the ongoing conflict in Ukraine it was confirmed that the Investment Panel monitored the performance of investments and the macro-economic factors which influenced the market in which the Fund operated and the Committee was assured that the Fund's long term investment strategy was robust and able to weather short-term instability.

Decision taken: That the Governance Compliance Statement for the Lancashire County Pension Fund, as set out at Appendix 'A' to the report presented, is approved.

Lancashire Local Pension Board - Annual Report 2021/22

The Committee received a report on the 2021/22 Annual Report which had been agreed by the Pension Board on 26th April 2022 and recommended to the Committee for approval.

Decision taken: That the 2021/22 Annual Report of the Pension Board, as set out at Appendix 'A' to the report presented, is approved for inclusion in the draft Lancashire County Pension Fund Annual Report to be presented to Committee on 16th September 2022.

Lancashire County Pension Fund Risk Management Framework

The Committee considered a report on the Risk Management Framework which set out the key processes and responsibilities for effective risk management and compliance against relevant scheme guidance, regulation, and legislation. It was reported that the Framework had been updated to reflect developments on the risk management arrangements as referenced in the report and had been considered and approved by the Pension Board on 26th April 2022.

Decision taken: That the updated Lancashire County Pension Fund Risk Management Framework, as set out at Appendix 'A' to the report presented, is approved.

Responsible Investment Report

The Committee considered a detailed report on responsible investment matters during Q1 of 2022 and was informed that Local Pensions Partnership Investments Ltd had met the required standard to be compliant with the UK Stewardship Code (2020) and the dashboard at Appendix 'B' to the report had been updated to include additional metrics as agreed by Committee in March 2022. An update was also given regarding The Public Service Pensions and Judicial Offices Act 2022 which gave the Local Government Secretary new powers to direct Local Government Pension Funds not to take decisions which conflicted with government foreign or defence policy.

Decision taken: That the updates on responsible investment matters during Q1, as set out in the report and Appendices, is noted.

2021/22 Training Record and feedback from members of the Committee on pension related training.

The Committee received a report on the 2021/22 Training Record which reflected the participation of individual members of the Committee in external/internal training events over the last 12 months and would inform reporting on training included in the Lancashire County Pension Fund Annual Report.

Decision taken: That the participation of individual members of the Committee at the training events referred to in the report, together with the contents of the Training Record for 2021/22, as set out in the Appendix, are noted.

Date of Next Meeting - 10.30am on 16th September 2022 in Committee Room 'A' – The Tudor Room at County Hall, Preston.

Exclusion of Press and Public

Decision taken: That the press and public be excluded from the meeting during consideration of the following items of business on the grounds that there would be a likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act, 1972. It is considered that in all the circumstances the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Annual Administration Report 2021/22 and PACE Project Update

Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972. It was considered that in all the circumstances of the case the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

The Committee considered a detailed report on the performance of the pension administration service against standards and targets during 2021/22 and was informed that in response to the pandemic Local Pension Partnership

Administration had allocated additional staff to the helpdesk and prioritised calls associated with bereavement. It was also reported that more detailed information would be available regarding service levels once the new pension administration system was introduced as part of Project PACE which for Lancashire would go live on 28th October 2022.

Decision taken: That the performance of the pension administration service against standards and targets during 2021/22, as set out in the report, is noted.

Local Pensions Partnership Update

Exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972. It was considered that in all the circumstances of the case the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

The Committee considered a report on activity by the Local Pensions Partnership (LPP) and was informed that the Group continued to deliver in line with the agreed 5-year Strategic Plan and performed against objectives. It was also noted that after an initial 6-years operation LPP was undergoing a governance review with an initial report on the outcome to be presented to the next meeting of the Committee.

Decision taken:

1. That the updates on the activity and financial position of the Local Pensions Partnership, as set out in the report presented, are noted.
2. That a report on the initial findings of the governance review of the Local Pensions Partnership be presented to the Committee on 16th September 2022.

Investment Context Report

Exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972. It was considered that in all the circumstances of the case the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

The Committee considered a report on the macro-economic factors that influenced the investment market in which the Fund operated, including interest rates, Covid-19, inflation, and the war in Ukraine and was reassured that in the current macro-economic climate the investments of the Fund remained robust and stable.

Decision taken: That the update on the macro-economic factors which influence the investment market in which the Lancashire County Pension Fund operates is noted.

Investment Performance Report

Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972. It was considered that in all the circumstances of the case the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

The Committee considered a report on the performance of the Lancashire County Pension Fund for Q1 which included details of the total portfolio return over different periods, strategic/current asset allocations and contributions net of benefits, expenses, and investment income. It was noted that 31st March 2022 liabilities had been increased to allow for the high inflation experienced over the last 6 months.

Decision taken: That the summary of the Fund's performance up to 31st March 2022, as set out in Appendix 'A' to the report presented is noted.

Investment Panel Report

Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972. It was considered that in all the circumstances of the case the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

The Committee received a report on the various matters discussed at the Investment Panel on 10th March 2022 and was updated on the latest position regarding the East Cliff development near the railway station in Preston.

Decision taken: That the Minutes of the Investment Panel held on 10th March 2022 and the update given at the meeting regarding the East Cliff development in Preston are noted.

Lancashire County Pension Fund - Risk Register

Exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972. It was considered that in all the circumstances of the case the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

The Committee considered a report on the Fund Risk Register, which had been updated to include risks associated with inflation, pension scams, member communications and the ongoing Russia/Ukraine war. It was reported that whilst the Fund had limited exposure to the investments which would be directly impacted by the war the broader geo-political situation would continue to be monitored and mitigating factors implemented if appropriate.

Decision taken: That the current risk summary document and risk register for the Lancashire County Pension Fund, as set out in the Appendices to the report presented, are noted.

Meeting of the Full Council
Meeting to be held on Thursday, 14 July 2022

Report submitted by: Head of Legal, Governance and Registration Services

Part B

Electoral Division affected:
(All Divisions);

Corporate Priorities:
These are as set out in the reports considered by the committee;

The Overview and Scrutiny Committees
(Appendix 'A' refers)

Contact for further information:
Samantha Parker, Tel: (01772) 538221, Senior Democratic Services Officer,
sam.parker@lancashire.gov.uk

Brief Summary

The most recent cycle of meetings of the Overview and Scrutiny Committees took place in May 2022.

A report of the Education and Children's Services Scrutiny Committee meeting is attached at Appendix 'A'.

The agenda, reports and minutes of this meeting 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 |
|-------|------|-------------|
|-------|------|-------------|

None

Reason for inclusion in Part II, if appropriate

N/A

Appendix A

Meeting of the Full Council - Thursday 14 July 2022

Report on the Education and Children's Services Scrutiny Committee Meeting Held on 17 May 2022

Chair: County Councillor Andrea Kay

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

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

Healthy Eating: Rapporteur Report

A presentation was provided to the committee on the healthy eating rapporteur report.

Resolved: That;

- i) The key findings of the rapporteurs on healthy eating be noted.
- ii) The following recommendations on healthy eating be agreed and shared with the Cabinet Member for Health and Wellbeing:

Short term:

1. Review and enhance the current communications strategy around all the different projects to promote healthy eating being undertaken across the county, including leaflets/posters on what is available in each area for schools/libraries/GP surgeries etc.
2. The Communications Service to 'launch' the recently signed Healthy Weight Declaration.
3. Further details to all councillors on healthy eating projects in their areas.
4. Councillor kept up to date with new initiatives in their areas to help support the work of the service, utilising the C-First latest news service.

Medium term:

1. Consideration be given to reviewing food advertising policy.
2. Consideration be given to funding support for specific work with teenagers/whole families on healthy eating.
3. Support be given to the implementation of the HENRY project in Lancashire.

Long term:

1. Building links with partner organisations and district councils following a review of food advertising policy.

Young People in Education, Employment or Training

The committee considered a report which provided an update on the number of 16- and 17-year-olds in education, employment, or training (EET) after completing their compulsory school education and the steps being taken to improve this.

Resolved: That;

- i) The report provided on young people in education, employment, or training be noted.
- ii) A written report on the impact of the European Social Fund projects for young people be provided at the next meeting of the committee.

Meeting of the Full Council
Meeting to be held on Thursday, 7 July 2022

Report submitted by: Head of Legal, Governance and Registration Services

Part B

Electoral Division affected:
None;

Corporate Priorities:
These are as set out in the reports considered by the board;

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 10 May 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 Health and Wellbeing Board, as now presented, be noted.

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

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

None

Reason for inclusion in Part II, if appropriate

N/A

Appendix A

Meeting of the Full Council - 7 July 2022

Report on the Lancashire Health and Wellbeing Board Meeting held on 10 May 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](#)

Appointment of Deputy Chair

The Board were informed that the current arrangement for Deputy Chair was continuing with Denis Gizzi, whilst confirmation from the NHS was still awaited in light of NHS structural reform locally.

Best Start in Life

The Board received a report which outlined the strategy for achieving the best start in life for children and families across Lancashire and in comparing local indicators with England averages, noted that the health and wellbeing of children in Lancashire is generally worse than the country's average. Therefore, the need to set foundations for health and wellbeing during pregnancy and in the early years is crucial to ensure that every child in Lancashire is given the best start in life possible.

Resolved: That the Health and Wellbeing Board:

- (i) Endorsed the strategic development of the Best Start in Life Programme.
- (ii) Committed to the collaborative approach with the emerging Integrated Care System to support cross organisational leadership and delivery responsibilities.
- (iii) Supported the unifying outcome for best start in life as school readiness.
- (iv) Would receive future updates as the programme of work develops further, in particular data outcomes.
- (v) Requested that Ruksana Sardar-Akram provide further analysis on the 2-year-old take up of nursery placements to enable sharing of good practice as well as communications and opportunities in these settings highlighted.

Family Hubs

The Board were provided with a report on family hubs. They were informed that these are a way of joining up locally, to improve access to services, the connections between families, professionals, services, and providers, and putting relationships at the heart of family help. Family hubs can include both physical locations and virtual offers, with

a range of services for families with children of all ages, with a great Start for Life offer at their core.

Resolved: That the Health and Wellbeing Board:

- (i) Noted the proposals for Family Hubs in Lancashire and the associated Growing Up Well Digital programme.
- (ii) Considered the opportunities for working in partnership, including with local communities, to ensure that the potential benefits of the Family Hubs model are realised.

Lancashire Better Care Fund End of Year Report 2021/22

The Board received a report on the Lancashire Better Care Fund End of Year Report 2021/22. The approval of the Lancashire Better Care Fund 2021/22 was ratified by the Health and Wellbeing Board at its meeting on 8 March 2022.

The Board noted that the report reflects a period of significant volatility within the Health and Social care system. It shows that the Better Care Fund plan has continued relatively unchanged from the previous year and has supported the Covid pandemic response.

Resolved: That the Health and Wellbeing Board:

- (i) Approved the submission of the Lancashire Better Care Fund End of Year Report for 2021/22.
- (ii) Requested a report on future Better Care Fund planning requirements once these are known.
- (iii) Noted the national intention for the Better Care Fund to continue into 2023 to support implementation of the new approach to integration at place level.
- (iv) That Paul Robinson, Senior Programme Manager, NHS Midlands and Lancashire Commissioning Support Unit would liaise with Louise Taylor, Executive Director for Adult Services and Health and Wellbeing, Lancashire County Council and arrange a development session on the Better Care Fund for members of the Health and Wellbeing Board, and also invite colleagues from Blackburn with Darwen, Blackpool and South Cumbria, as soon as possible.
- (v) That a report to a future Board on work that is ongoing with Districts in supporting people to help prevent them entering the health/social care systems.

Update on the Pharmaceutical Needs Assessment 2022

The Board were provided with an overview of the purpose of the Lancashire Pharmaceutical Needs Assessment (PNA) 2022 together with an update on the current development of the PNA prior to a formal public consultation taking place later this summer.

The three Health and Wellbeing Boards across pan-Lancashire have a statutory responsibility to push and keep up to date a statement of the needs for pharmaceutical services of the population in its area.

Resolved: That the Health and Wellbeing Board:

- (i) Endorsed the continued development of the Lancashire Pharmaceutical Needs Assessment 2022.
- (ii) Noted the proposed public consultation that is due to take place during July/August.
- (iii) Receive the final version of the Pharmaceutical Needs Assessment once completed in early Autumn 2022.
- (iv) That the Consultation Plan be shared with members of the Health and Wellbeing Board.

To consider Notices of Motion submitted under Standing Order B36

1. By County Councillor Rear:

To mark the Platinum Jubilee of Her Majesty The Queen, this Council resolves to instruct the Chief Executive to make the necessary arrangements to rename the Assembly Hall located between the council chamber ('County Hall') and Committee Room A ('The Tudor Room') and for it to be known henceforth as 'The Platinum Jubilee Hall'.

2. By County Councillor Dowding:

This Council notes:

1. The cost-of-living crisis is hitting thousands of Lancashire households and is expected to get worse as the Bank of England is predicting inflation will climb to 11% by the autumn even after interest rate increases.
2. The impact of domestic fuel and food price rises will adversely affect the health and well-being of many Lancashire residents, with some people having to choose between heating or eating.
3. Local authorities have a duty to promote and protect the health and well-being of the public, and to prevent avoidable harm.

Lancashire County Council therefore:

- (i) Instructs the Chief Executive:
 - a. to develop a deliverable plan which ensures that every community in Lancashire has access free of charge to a 'warm and welcome' public building where people can keep warm and comfortable this coming autumn and winter.
 - b. to work with district councils and other partner organisations to identify locations and public and community buildings for this purpose.
 - c. where possible to ensure such 'warm and welcome' public spaces should offer additional support and information to aid individuals to access other services to alleviate hardship.
- (ii) Resolves that funding be made available from existing budgets and reserves to enable this service to be in place by the autumn 2022.

