

**Lancashire County Council**

**Cabinet**

**Thursday, 6th October, 2022 at 2.00 pm in Committee Room 'B' - The Diamond Jubilee Room, County Hall, Preston**

**Agenda**

**Part I (Open to Press and Public)**

**No. Item**

- 1. Apologies for Absence**
- 2. Disclosure of Pecuniary and Non-Pecuniary Interests**  
Members are asked to consider any Pecuniary and Non-Pecuniary Interests they may have to disclose to the meeting in relation to matters under consideration on the Agenda.
- 3. Minutes of the Meeting held on 8 September 2022** (Pages 1 - 12)
- 4. Questions for Cabinet**  
To answer any verbal questions and supplementary questions from a county councillor, about any matter which relates to any item under Part I on the agenda for this meeting under Standing Order C35(7).

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

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

**Matters for Decision:**

**The Leader of the County Council - County Councillor Philippa Williamson**

- 5. Delivering Cost of Living Support in Lancashire** (Pages 13 - 18)

**The Cabinet Member for Highways and Transport - County Councillor Charles Edwards**

- 6. Bus Stop Clearway, Lyndhurst Road, Burnley** (Pages 19 - 24)



- 7. **Review of Charging for Attachments to Lighting Columns** (Pages 25 - 34)
- 8. **Woodplumpton and Catforth Traffic Calming Schemes - Revised Budget** (Pages 35 - 38)
- 9. **Woodplumpton Village Traffic Calming Scheme - Approval of Traffic Regulation Orders** (Pages 39 - 76)

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

- 10. **Adult Social Care Winter Plan 2022/23** (Pages 77 - 102)

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

- 11. **School Place Planning Delivery Programme 2023-25** (Pages 103 - 112)
- 12. **Special Educational Needs and Disabilities Sufficiency - Bleasdale School, Silverdale** (Pages 113 - 120)  
Please note that Appendix 'A' to this report is in Part II and appears as Item No. 21 on the Agenda.

**The Cabinet Member for Economic Development and Growth - County Councillor Aidy Riggott**

- 13. **Lancashire Community Renewal Fund Progress and Financial Update** (Pages 121 - 126)

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

- 14. **Data Strategy** (Pages 127 - 152)
- 15. **Fleetwood Maritime Museum - Boat Storage** (Pages 153 - 158)

**Matters for Information:**

- 16. **Urgent Decisions taken by the Leader of the County Council and the relevant Cabinet Member(s)**  
There were no urgent decisions taken since the last meeting of Cabinet.
- 17. **Urgent Business**  
An item of urgent business may only be considered under this heading where, by reason of special circumstances to be recorded in the Minutes, the Chair of the meeting is of the opinion that the item should be considered at the meeting as a matter of urgency. Wherever possible, the Chief Executive should be



given advance warning of any Member's intention to raise a matter under this heading.

**18. Date of Next Meeting**

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

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

No representations have been received.

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

**20. Exclusion of Press and Public**

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

**Part II (Not Open to Press and Public)**

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

**21. Appendix 'A' of Item 12 - Special Educational Needs and Disabilities Sufficiency - Bleasdale School, Silverdale** (Pages 159 - 164)

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

Angie Ridgwell  
Chief Executive and Director of  
Resources

County Hall  
Preston





**Lancashire County Council**

**Cabinet**

**Minutes of the Meeting held on Thursday, 8th September, 2022 at 2.00 pm in  
Committee Room 'B' - The Diamond Jubilee Room, County Hall, Preston**

**Present:**

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

**Cabinet Members**

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

County Councillors Azhar Ali OBE and Lorraine Beavers were also in attendance under the provisions of Standing Order No. C14(2).

Prior to the start of the meeting, the Leader of the Council, on behalf of the council and all the residents of Lancashire, expressed concern at the recent news of Her Majesty the Queen's health and conveyed thoughts and prayers to Her Majesty and the Royal Family at this time. County Councillor Ali, Leader of the Opposition, echoed and endorsed those comments.

**1. Apologies for Absence**

No apologies were received.

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

None.

**3. Minutes of the Meeting held on 7 July 2022**

**Resolved:** That the minutes of the meeting held on 7 July 2022 be confirmed as a correct record and signed by the Chair.



#### 4. Cost of Living - Warm and Welcome Places

Cabinet considered a report on the cost of living. It was noted that the report was prepared following a notice of motion agreed at Full Council on 14 July 2022 in relation to utilising county council owned buildings to offer a warm and welcome place where people could keep warm and comfortable this coming autumn and winter.

In presenting the report, Cabinet expressed thanks to all the officers involved in producing the report and for the work they had undertaken.

It was also noted that a cross party scrutiny task and finish group had been established and had met for the first time on 1 September 2022 to discuss the report and to identify best practices, to work in delivering warm hubs and welcoming space schemes, and to report its findings back to Cabinet.

The Chair of the Warm and Welcome Public Spaces Task Group, County Councillor David Westley, had been invited to attend Cabinet to report back the comments made during the task group's meeting on 1 September 2022. A copy of the minutes from the meeting of the task group on 1 September 2022 had been circulated to members.

**Resolved:** That, the progress made on the notice of motion in relation to utilising county council owned buildings to offer a warm and welcome place, be noted.

#### 5. Annual Reports of the County Council's Champions and the Former Champion for Disabled People

Cabinet received the annual reports of the county council's Champions and the Former Champion for Disabled People.

The reports outlined the activities each Champion had undertaken between 1 April 2021 and 31 March 2022, in the respective roles they held, from the resources previously allocated to them on an annual basis.

In presenting the report, the Cabinet thanked all the Council Champions; County Councillors Joan Burrows, Scott Smith, Paul Rigby, Carole Haythornthwaite, Alf Clempson and Stuart Morris, as well as the former Champion for Disabled People, County Councillor Rupert Swarbrick, for the work they had undertaken and continued to undertake in the community.

**Resolved:** That, the annual reports of the county council's Champions and the Former Champion for Disabled People, be noted.

#### 6. Questions for Cabinet

There was one question received.

The question and response are attached to the minutes.



## 7. Corporate Performance Report - 2022/23 Quarter 1

Cabinet considered a report providing an overview of the key performance indicators as well as corporate risks and opportunities to enable monitoring against the four priorities of the corporate strategy:

- Delivering better services
- Protecting our environment
- Supporting economic growth
- Caring for the vulnerable

This report covered the quarter 1 of 2022-23 and included a revised set of performance indicators as well as updated corporate risks and opportunities.

It was noted that the risk entries for Counter Terrorism and Cyber Security were provided at Appendix 'E' which was considered exempt from publication and in Part II, and therefore appeared at Item No. 30 on the agenda.

**Resolved:** That, following consideration of the report and the additional information set out in Appendices 'A' to 'E', the report be noted.

## 8. Money Matters 2022/23 Position - Quarter 1

Cabinet considered a report providing an update to Cabinet on the county council's 2022/23 revenue and capital financial position, as at the end of June 2022 and an updated medium term financial strategy covering the period 2023/24 to 2025/26.

It was noted that the effects of the COVID-19 pandemic were still evident in some services particularly relating to Adults and Children's Social Care. There were also significant inflationary pressures resulting from a number of other factors including the pandemic and the war in Ukraine.

**Resolved:** That;

- i. The current forecast overspend of £17.740m on the revenue budget in 2022/23, be noted;
- ii. The revised funding gap of £159.678m covering the period 2023/24 to 2026/27 as set out in the revised financial outlook forecast for the council, be noted;
- iii. The budget adjustments for 2022/23, and following years' changes, included in the revised medium term financial strategy, be approved;
- iv. The contents of the county council's reserves position, be noted; and
- v. The revised 2022/23 capital delivery programme of £221.889m and the forecast outturn of £196.951m primarily due to slippage of delivery to future years, be noted.



## 9. Procurement Report

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

- i. Supply of stone and paving products
- ii. Civil engineering materials
- iii. Customer Contact Centre Solution

Additionally, the report requested approval for a waiver of the Procurement Rules set out in Appendix R of the county council's Constitution to allow the council to continue to contract with Openreach Limited (via British Telecommunications Plc) without competitively tendering.

**Resolved:** That;

- i. The commencement of procurement exercises for the following be approved:
  - i. Supply of stone and paving products
  - ii. Civil engineering materials
  - iii. Customer Contact Centre Solution
- ii. The waiver of Procurement Rules to continue to direct award future contracts to Openreach Limited as set out in Appendix 'A' of the report, be approved.

## 10. Appointment to Outside Body - Prospects Foundation Management Committee

Cabinet considered a report that proposed to add Prospects Foundation Management Committee to the county council's list of outside bodies and to appoint County Councillor Peter Britcliffe as the county council's representative.

**Resolved:** That, the following be approved:

- i. Prospects Foundation Management Committee be added to the county council's list of outside bodies; and
- ii. County Councillor Peter Britcliffe be appointed as the county council's representative on the Prospects Foundation Management Committee until the next Lancashire County Council elections in May 2025.

## 11. Cottam Parkway Railway Station Ownership, Operations and Maintenance

Cabinet considered a report on the Cottam Parkway Railway Station project. It was noted that the Cottam Parkway Railway Station project was being developed as a key component of Lancashire County Council's Transforming Cities Fund programme. The project package comprised of the design and construction of a new railway station, platforms and car park with associated infrastructure, including a new access road and highway with canal bridge as well as schemes to support enhanced active travel.





A number of options for ownership, operations and maintenance of the new railway station and associated facilities were available to Lancashire County Council and the report considered the three options available and provided a final recommendation to Cabinet.

**Resolved:** That;

- i. The principle of transferring the freehold property at Cottam Parkway to Network Rail including station building, platforms and car park with access road (but excluding the highway) for future ownership, operation and maintenance (Option 1 in the report), be approved;
- ii. The Director of Highways and Transport be authorised, in consultation with the Director of Corporate Services and Director of Finance, to agree and finalise the terms of any agreements with the railway industry and Network Rail; and
- iii. Further reports in relation to the Cottam Parkway Railway Station project be submitted to Cabinet for consideration at appropriate gateway and decision points.

## **12. Knott End to Fleetwood Ferry**

Cabinet considered a report on the Knott End to Fleetwood Ferry. It was noted that on 4 April 2018 the Leader of the County Council and the Cabinet Member for Highways and Transport approved a recommendation to secure ferry operations between Fleetwood and Knott End, in partnership with Wyre Council.

It was reported that the costs of running the service had increased substantially over the last four-year period and, although the ferry service was a well-used transport between the two locations, the operator was not in a position to reduce this subsidy to nil, as was the intention under the contract.

The report was therefore requesting approval for an increased contribution from the two authorities, in order to continue to operate the service sustainably.

**Resolved:** That, the following be approved:

- i. The extension of the duration of the existing subsidy to the Fleetwood to Knott End Ferry for the four remaining years of the contract;
- ii. That an additional subsidy of £10,000 per annum be provided by Lancashire County Council to support the continued operation of the Fleetwood to Knott End Ferry service until 2026; and
- iii. The addition of the Knott End to Fleetwood Ferry Service Working Group to the county council's list of appointments to outside bodies and the Director of Corporate Services be authorised, in consultation with the Leader of the Council, to approve the county council's representative on the working group until the next county council elections.



**13. Lancashire County Council (Bethesda Street, Hammerton Street, Paradise Street, St James's Street, Tanner Street and Unnamed Street, Burnley, Burnley Borough) (Suspension and Various Parking Restrictions) Experimental Order 2021**

Cabinet considered a report that highlighted objections to the recent Experimental Traffic Regulation Order supporting the safe operation of the new public realm layout and the public transport improvements within the St James's Street area of Burnley and requested Cabinet to consider making the Order permanent.

It was noted that the original Experimental Traffic Regulation Order was shown at Appendix 'A' of the report and depicted on the plan at Appendix 'B' of the report, for the reasons outlined within the report and in the Statement of Reasons at Appendix 'C' of the report.

**Resolved:** That, the making permanent of the Experimental Traffic Regulation Order, be approved.

**14. Lancashire County Council (Churchill Way, Nelson, Pendle Borough) (Restriction Of Waiting) Experimental Order 2021**

Cabinet considered a report that highlighted objections to the recent Experimental Traffic Regulation Order in Churchill Way, Nelson, where consideration was now required as to whether to make the Experimental Order permanent.

It was noted that the original Experimental Traffic Regulation Order was shown at Appendix 'A' of the report and depicted on the plan at Appendix 'B' of the report for the reasons outlined within the report and in the Statement of Reasons at Appendix 'C' of the report.

**Resolved:** That, the making permanent of the Experimental Traffic Regulation Order be approved.

**15. Preesall Road Safety Improvements**

Cabinet considered a report that proposed to reduce the speed limit on Rosslyn Avenue and its side roads to 20mph. It was noted that the report summarised the results of the formal advertising of the proposed speed limit order, to which objections had been received.

**Resolved:** That, the introduction of the 20mph speed limit order, as shown in Appendix 'A' of the report, be approved.

**16. Ruff Lane, Ormskirk, Road Humps**

Cabinet considered a report that proposed to introduce a series of road humps on Ruff Lane, Ormskirk, between Knowsley Road and Beech Meadow, as part of a proposal for a cycle safety scheme.



It was noted that the report summarised the proposals and provided details of the formal advertising and consultation.

**Resolved:** That, the implementation of 75mm high road humps A to G, Ruff Lane, Ormskirk, as set out in the report and at Appendices 'A' and 'B' of the report, be approved.

#### **17. Safer Road Fund - Speed Limit Order for Average Speed Camera Enforcement A588, A581, A682, A683 and A6**

Cabinet considered a report that proposed to introduce five Speed Limit Orders as part of the average speed camera works on the A588, A581, A682, A683 and the A6 in order to improve road safety.

It was noted that the report highlighted objections to the recent consultation.

**Resolved:** That, the Speed Limit proposals on the A588, A581, A682, A683 and the A6 as detailed within the report and as set out in the Draft Orders at Appendices 'B' - 'F' of the report and depicted on the plans at Appendices 'G' - 'K' of the report for the reasons outlined within the report and in the Statement of Reasons at Appendix 'L' of the report, be approved.

#### **18. Transport Asset Management Plan Phase 2 Year 2 - Data Refresh 2022**

Cabinet considered a report that proposed to publish a review of the progress made during year 2 of Phase 2 of the Transport Asset Management Plan and refresh the data to show the latest condition of the county council assets and progress in a number of key areas in highway asset management over the past 12 months and to use the Data in the delivery of the Transport Asset Management Plan.

**Resolved:** That;

- i. The update on progress outlined in the Transport Asset Management Phase 2 Year 2 – Data Refresh 2022 as set out at Appendix 'A' of the report, be noted;
- ii. The Director of Strategy and Performance be authorised, in consultation with the Cabinet Member for Highways and Transport, to approve and publish the full and final version of the 'Transport Asset Management Plan Phase 2 Year 2 - Data Refresh 2022';
- iii. The use of the data for lifecycle modelling and allocation of funds in line with the Transport Asset Management Plan principles in the development of the county council's 2023/24 Highways Capital programme, which will be presented to Cabinet in March 2023, be approved; and
- iv. The continued monitoring of performance against the standards set, be approved.



## 19. Changes to the Telecare Service

Cabinet considered a report that proposed to introduce telecare charges to support the continuation and development of the service at a sustainable level and allow the county council to afford and embrace the full benefits offered by the transition from analogue to digital, for years to come.

**Resolved:** That, approval be given for the following three tier, non-means tested charging structure to be introduced in respect of telecare services provided by the county council, with effect from 1 January 2023:

- Level 1 – On-site staff or a nominated family member or friend responds to an alert or emergency call - **£4.00 per week.**
- Level 2 – A mobile responder responds to an alert or emergency call - **£5.50 per week.**
- Level 3 - This service has all the benefits of service level 2, plus the additional option of having up to 2 wellbeing calls or 1 visit per week - **£9.00 per week.**

## 20. Consultation Regarding the Future of Individual Service Funds in Lancashire

Cabinet considered a report on the future of individual service funds in Lancashire. It was noted that in March 2020, Cabinet resolved that approval be given for a consultation to take place on the draft Individual Service Fund to inform the final Individual Service Fund policy and procedures. However, it was reported that the consultation was not progressed within intended timescales as the Coronavirus pandemic necessitated other more urgent priorities.

A six-week public consultation on the proposed Individual Service Fund policy had now taken place which sought views from members of the public and care and support providers who will manage the Individual Service Fund agreements and as a result of the consultation, several changes have been made to the policy.

**Resolved:** That:

- i. The consultation findings, as set out at Appendix 'A' and Appendix 'B' of the report, be noted; and
- ii. The revised policy and procedures governing Individual Service Funds, as set out at Appendix 'C' of the report, be approved.

## 21. Special Educational Needs and Disabilities Sufficiency Strategy Implementation - Increase in the Number of Special School Places

Cabinet considered a report providing an overview of proposals to expand and increase the number of places at Thornton Cleveleys Red Marsh School: Willow Campus, Lostock Hall Moor Hey School and Kingsbury Primary School, Skelmersdale, following the formal consultation processes.



It was noted that Appendix 'E' of the report was deemed to be exempt from publication and was therefore in Part II and appeared at Item No. 32 on the Agenda.

**Resolved:** That;

- i. Following consideration of the results of the formal consultation, approval be given for the expansion and increase in the number of places at Thornton Cleveleys Red Marsh School: Willow Campus;
- ii. Following consideration of the results of the formal consultation, approval be given for the expansion and increase in the number of pupil places at Lostock Hall Moor Hey School; and
- iii. Approval be given to initiate a feasibility study and informal consultation to expand and increase the number of pupil places at Kingsbury Primary School, Skelmersdale.

## **22. Lead Local Flood Authority Planning Advice Service**

Cabinet considered a report on the Lead Local Flood Authority Planning Advice Service. It was noted that the Lead Local Flood Authority has a 'pre-application advice service for surface water and sustainable drainage systems' for developers, which was launched in 2017. Since then, it had remained unchanged taking a 'one size fits all' approach to service delivery and charging structure regardless of development complexity.

The service had been reviewed and renamed as 'Lead Local Flood Authority Planning Advice Service' to reflect the proposed broader range of paid-in services and revised charging structure. The proposals aimed to better meet the needs of the county council's customers at more stages of the planning process whilst making more efficient use of resources. The review delivers the recommendation (M2) made by the county council's former External Scrutiny Committee to promote the pre-application service.

**Resolved:** That, approval be given for the proposed Lead Local Flood Authority Planning Advice Service, including associated fees and charges, to fulfil the recommendation (M2) of the county council's former External Scrutiny Committee and to support the statutory duty under the Town and Country Planning (Development Management Procedure) (England) Order 2015.

## **23. Lancashire Community Safety Agreement 2022 – 2025**

Cabinet considered a report on the new Lancashire Community Safety Agreement 2022 – 2025, which had been developed in collaboration with community safety leads, to reflect the issues and threats from crime and anti-social behaviour evidenced in the current strategic assessment.

It was noted that there was a statutory requirement for the Lancashire Community Safety Partnership Board, in its role as the Community Safety Strategy Group, to develop a community safety agreement. The agreement set out how responsible authorities will work together to address the key community safety issues in Lancashire and covered a 3 year period with an annual refresh.



**Resolved:** That;

- i. The Community Safety Agreement 2022 - 2025 and the document referred to as "summary plan on a page" (Appendices 'B' and 'C' of the report), be noted; and
- ii. Full Council be asked to approve the Community Safety Agreement 2022 - 2025, as determined by the Council's Policy Framework.

#### **24. Lancashire Culture and Sport Fund**

Cabinet considered a report setting out proposals relating to the criteria to be used in the approval process for applications made to the Lancashire Culture and Sport Fund.

**Resolved:** That;

- i. The criteria for the approval of applications made to the Lancashire Culture and Sport Fund 2022/23 as attached at Appendix 'A', be approved;
- ii. The Head of Cultural Services be authorised, in consultation with the Cabinet Member for Community and Cultural Services, to establish a panel of county council officers to consider applications to the fund and make recommendations on the allocation of funds to successful applicants;
- iii. The Head of Cultural Services be authorised, in consultation with the Cabinet Member for Community and Cultural Services, to approve the allocation of funds;
- iv. An annual report be presented to the Audit, Risk and Governance Committee to monitor the scheme; and
- v. The Head of Cultural Services be authorised, in consultation with the Cabinet Member for Community and Cultural Services, to approve minor future changes to the criteria.

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

**Resolved:** That the two urgent decisions taken by the Leader of the County Council and the relevant Cabinet Members, since the last meeting of Cabinet, be noted.

#### **26. Urgent Business**

With the agreement of the Chair, there was one item of Urgent Business to be considered in relation to the Lancashire Complex Children's Home Capital Funding Application.

##### **26(a) Lancashire Complex Children's Home Capital Funding Application**

Cabinet considered a report that identified an additional county council requirement for smaller children's home provision for children with more complex health needs. The report set out proposals to submit a match funded capital bid to the Department for Education Children's Homes Capital Fund for the development of a three-bed, short-term children's home which included specialist health intervention delivered as



part of the placement (in collaboration with NHS partners), and for the allocation of match funding within the capital programme during 2023/24 and 2024/25 as set out in Appendix 'A' of the report.

It was noted that the reason for urgency was due to the deadline for submission of the funding application being 11:59pm on 9 September 2022.

**Resolved:** That;

- i. The following be approved:
  - a. The submission of an application to the Department for Education's Children's Home Capital Programme to develop provision for children who have more complex health needs; and
  - b. Match funding as set out at Appendix 'A' of the report and the cost to be met by new capital borrowing.
- ii. The decision be implemented immediately for the purposes of Standing Order C29 as any delay could adversely affect the execution of the county council's responsibilities.

## **27. Date of Next Meeting**

It was noted that the next meeting of Cabinet would be held at 2pm on Thursday, 6 October 2022 at County Hall, Preston.

## **28. Notice of Intention to Conduct Business in Private**

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

## **29. Exclusion of Press and Public**

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

## **30. Appendix 'E' of Item 6 - Corporate Performance Report - 2022/23 Quarter 1**

Exempt information as defined in Paragraph 7 of Part 1 of Schedule 12A to the Local Government Act 1972. The appendix contains information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime. It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**Resolved:** That, Appendix 'E' of Item 6 - Corporate Performance Report - 2022/23 Quarter 1, be noted.



### **31. Cottam Parkway**

Exempt information as defined in Paragraph 5 of Part 1 of Schedule 12A to the Local Government Act 1972. The report contained information in respect of which a claim to legal professional privilege could be maintained in legal proceedings. 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.

Cabinet considered a report seeking approval to waive the council's procurement rules and to directly award a contract for the railway related element of the Cottam Parkway Railway Station.

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

### **32. Appendix 'E' of Item 21 - Special Educational Needs and Disabilities Sufficiency Strategy Implementation - Increase in the Number of Special School Places**

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

**Resolved:** That, Appendix 'E' of Item 21 - Special Educational Needs and Disabilities Sufficiency Strategy Implementation - Increase in the Number of Special School Places, be noted.

### **33. Urgent Business**

#### **33(a) Appendix 'A' of Item 26a - Lancashire Complex Children's Home Capital Funding Application**

Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972. The appendix contained information relating to the financial or business affairs of any particular person (including the authority holding that information). 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.

**Resolved:** That, Appendix 'A' of Item 26a - Lancashire Complex Children's Home Capital Funding Application, be noted.

Angie Ridgwell  
Chief Executive and Director  
of Resources

County Hall  
Preston





**Report to the Cabinet**

Meeting to be held on Thursday, 6 October 2022

**Report of the Director of Public Health & Director of Strategy and Performance**

**Part I**

Electoral Division affected:  
(All Divisions);

**Corporate Priorities:**  
Caring for the vulnerable;

**Delivering Cost of Living Support in Lancashire**

Contact for further information:

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**Brief Summary**

The Cabinet meeting on 8 September 2022 noted the progress made on the notice of motion agreed by Full Council on 14 July in relation to utilising county council owned buildings to offer warm and welcome places. This included a cross party scrutiny task and finish group to identify best practices and the work undertaken by officers to support residents and businesses facing fuel, food, and debt insecurities.

This report provides a situation assessment and sets out the county council's intentions in delivering cost of living support across Lancashire.

**Recommendation**

Cabinet is asked to:

- (i) Endorse the county council's approach to support residents and businesses facing rising cost of living as set out in the report, and
- (ii) Authorise the Director of Public Health, in consultation with relevant Cabinet Members and officers, to implement the initiatives as set out in this report, including entering into contractual arrangements as appropriate.

## **Detail**

### **Context**

Increasing cost of living is likely to adversely impact vulnerable communities and businesses across Lancashire due to insecurities in fuel, food, and debt. A range of support is already available from the national Government and further new national policies will emerge as this situation unfolds.

Following the notice of motion agreed by Full Council, Lancashire County Council has plans to make use of its libraries to become warm and welcoming spaces. In addition, the council is also making significant financial contributions to support the successful implementation of the national effort through affordable warmth schemes and initiatives addressing food insecurities.

This report describes the council's approach and proposes further steps to support residents and businesses across Lancashire.

### **Situation assessment and operating principles**

This is a slow rising tide situation that will evolve over a prolonged period of time (6 - 12 months).

It is likely to manifest as additional demand for local government services and the NHS during the forthcoming winter. Left unmitigated, there is a realistic possibility of having excess winter deaths, widening inequalities and reduced productivity in the local economy.

The impact on businesses is not fully established. It is likely that some sectors, particularly the care sector, small and medium enterprises, and the voluntary, community and faith sector may become more vulnerable.

National policies remain central to supporting our residents and businesses. Our local response is multi-faceted and underpinned by our ability to manage business continuity whilst supporting vulnerable residents.

The county council's efforts, on its own, is necessary but not sufficient to respond to the local needs. The council has the recent experience of a well-rehearsed multi agency coordinated response to support vulnerable residents and businesses during the peaks of the COVID-19 pandemic. There is already a Lancashire chief executive officers' group to coordinate a similar response should the situation arise.

### **Core elements of our strategy**

1. Maximise the uptake of all national initiatives to support the cost of living via a locally co-ordinated multi agency communication campaign.
2. Adopt a phased approach for additional measures based on local needs to manage the consequences of fuel, food and debt insecurities.
3. Facilitate multi agency co-ordination and support the district councils in leading a local response.



4. Maintain shared intelligence on community or business impacts with local and national agencies.

### **National schemes to support cost of living**

National policy is evolving at the time of writing this report, there is a range of existing initiatives from the national Government including Energy Price Guarantee for households and the Energy Bill Relief Scheme providing a discount on wholesale gas and electricity prices for all non-domestic customers (including all UK businesses, the voluntary sector like charities and the public sector such as schools and hospitals) whose current gas and electricity prices have been significantly inflated in light of global energy prices. In summary:

- More than £2.5 billion has been paid out, helping more than 16 million households – 86% of those eligible – as part the £37 billion support package to help with cost-of-living pressures.
- Councils have been given £28 million to deliver the payments, including to set up software and recruit staff and they have until the end of September to do so.
- An additional £3.7 billion to councils in recognition of their vital role and to ensure they have the resources they need to maintain and improve their services.
- A £400 discount on energy bills this winter and eight million of the most vulnerable households will see £1,200 extra support.
- Households most in need will be eligible for further support in addition to the Energy Bills Support Scheme discount. This includes:
  - £650 one-off Cost of Living Payment for around 8 million households on means tested benefits.
  - A one-off £300 Pensioner Cost of Living Payment for over 8 million pensioner households to be paid alongside the Winter Fuel Payment.
  - Payment of £150 for around six million people across the UK who receive certain disability benefits.
  - £500 million increase and extension of the Household Support Fund.

### **Proposed approach to funding additional local initiatives**

Any additional investment by the county council will be based on local needs assessment and justification of the added value of the council's resources. Wherever possible, this will:

- Prioritise existing staffing to provide liaison/overall coordination with districts.
- Utilise all available national grants to fund additional communications campaigns and programme management as appropriate.
- Enhance existing contracts, in line with the core elements of the strategy, to enable an equitable approach to delivery of support or advocacy in identified areas of increased demand.



- Provide support to vulnerable groups through existing statutory obligations including Section 17 of the Children's Act, subject to approval.
- Continue to monitor, reassess, and consider national, regional, and local best practice.

Specifically, for the proposed improvement in pensions benefit take-up for residents aged 75 year and over, it is estimated that approximately 30% of those eligible do not claim Pensions Credit. In Lancashire, this would mean that from a population of 17,709 residents aged 75 years and over, there is a potential 7,509 additional claimants. Based on these estimated figures, if only 10% of those contacted take up £60 of weekly missed benefit per year, a total of £2,367,946 income would be generated. This figure does not include any other additional benefits which individuals may also be identified as eligible for, such as Attendance Allowance, Carer's Allowance or Council Tax Support, as part of the campaign.

### Targeted Advice and Support

Whilst recognising that library staff are already highly skilled and accustomed to assisting customers to access information and support, the Cabinet report considered on 8 September indicated that officers were exploring targeted advice and support for residents.

The following initiatives are proposed to complement initiatives already approved to support warm places, affordable warmth schemes (£1m) and community food projects (£180,000). These measures aim to scale up existing initiatives to address fuel and food poverty and increase benefits uptake/managing debts.

The county council intends to continuously monitor the situation and utilisation of these initiatives. Any additional schemes will be developed in consultation with district councils, the Voluntary, Community and Faith Sector, NHS and wider partners as the situation evolves over the coming months.

Project / Service	Funding	Mobilisation Period	Delivery Partner/s	Activity/Benefits
1. British Gas Energy Trust	£75,000	1 week lead-in time from date of funding approval	Citizens Advice	Increased capacity to process more referrals for specialist fuel debt advice
2. Under One Roof – Essential Household Goods Support Scheme	£132,000	1 week lead-in time from date of funding approval	Selnet	Provision of additional items including floor covering, bedding packs, kettles, pans, crockery and cutlery packs for those in crisis/immediate need. Additional co-ordinator time and pastoral care key worker.



3. Lancashire Benefit Appeals and Assessment Advocacy Service	£170,000	Approx. 3 weeks lead-in time from date of funding approval	I-CANN	Additional advocacy hours and support with demand for form filling help for disability related benefits – PIP, WCA/UC/ESA, child DLA and AA.
4. Support for substance misuse service users engaged in active deaddiction and recovery	£87,000	approx. 1 month lead-in period from date of funding approval	Inspire Change, Grow, Live	Food Vouchers to maintain successful completion of treatment/recovery
5. Library Training, Information & Support	£84,000	approx. 1 month lead-in period from date of funding approval	Lancashire Libraries	Target additional support activity in all libraries which includes the areas with lowest household incomes, low employment and poor health
6. Improving pension benefits uptake	£348,000	Approx. 6-8 weeks lead in time. For 2yrs.	District Local Authorities in collaboration with Welfare Rights	Provide specialist support to districts/CAB

## Consultations

Officers across the relevant council directorates have been engaged in identifying proposed initiatives. Developments have also been shared with the Overview and Scrutiny cross party task and finish group.

There is ongoing engagement with district councils, NHS, the Voluntary, Community and Faith Sector and wider stakeholders in coordinating the activity.

## Next Steps:

This report sets out the achievable and scalable activity that has taken place to date. Since the notice of motion was agreed in July, there have been further national initiatives. Therefore, the next phase is to make certain this first phase of delivery is effective whilst also continuing to work together with local stakeholders to monitor its progress, review new approaches and evidence, and ensure fairness across Lancashire.

## Implications

This item has the following implications, as indicated:

Financial resources (£896,000) will be identified from existing budgets and relevant grants, including the ring-fenced public health grant where appropriate.



This includes utilising the Household Support Fund that has been announced with the provisional allocation for Lancashire being £9.678m.

The county council plays a facilitative role in making these resources available and will be reliant on district councils and wider stakeholders to co-ordinate the activity with residents.

## **Legal**

It is proposed that the Director of Public Health is authorised, in consultation with the relevant Cabinet Members, to enter into the proposed arrangements.

Legal advice will be provided in respect of each proposal on a case-by-case basis following consideration of the Public Contract Regulations, the county council's procurement rules, and the Subsidy Control (formerly State Aid) regime.

Legal assistance will be provided to draft the necessary and appropriate contractual documents.

## **Risk management**

Given the national policy is still evolving, there is a risk of duplication of effort. This will be kept under review and wherever possible direct activity in a targeted and phased manner.

The financial estimates in the report reflect the activity that will be undertaken in the next 6-9 months. Extending the activity beyond this period will require further decisions which will be presented as the situation evolves.

Not undertaking this targeted activity might lead to additional demand on higher cost statutory services, (e.g. adult social care) and widen inequalities across the county.

## **List of Background Papers**

Paper	Date	Contact/Tel
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None		
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Reason for inclusion in Part II, if appropriate		
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N/A		
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**Report to the Cabinet**

Meeting to be held on Thursday, 6 October 2022

**Report of the Head of Service Design and Construction**

**Part I**

Electoral Division affected:  
Burnley Central East;

**Corporate Priorities:**  
Protecting our environment;

**Bus Stop Clearway, Lyndhurst Road, Burnley**  
(Appendix 'A' refers)

Contact for further information:

James Baron, Tel: (01772) 534218, Senior Engineer (Highways Design Team),  
james.baron@lancashire.gov.uk

**Brief Summary**

As part of a road safety scheme involving the use of raised junction tables, on Lyndhurst Road, Burnley, it has become necessary to relocate 2 bus stops and associated clearway. This report summarises the results of the public consultation regarding relocation of the bus stops including the objections received.

**Recommendation**

Cabinet is asked to approve the merging and relocation of 2 existing bus stops on Lyndhurst Road, Burnley, to a new location outside numbers 40 to 54 Lyndhurst Road, as shown on the plan attached at Appendix 'A'.

**Detail**

There has been a history of speed related accidents on Lyndhurst Road, Burnley. To address this, a scheme was devised, and funding allocated as part of the county council's annual countywide road safety programme.

After consideration of various factors, it was decided that a series of raised junction tables would be constructed to reduce average vehicle speeds without restricting traffic flow.

Highway design standards require that there is a minimum distance between any junction tables and a bus stop to allow buses to approach and leave safely. Due to the positions of the raised junctions relative to existing bus stops, relocation of 2 of the stops was necessary.

An agreement was reached with local bus companies to remove the 2 affected bus stops and merge into 1 new stop, located between the two existing. The new bus stop location also required a corresponding bus stop 'clearway', prohibiting parking and allowing the buses to pull in to a safe and accessible position, without delay.

The scheme was completed in March 2019; however, an oversight was discovered in the original advertising of the scheme, which meant that the formal public consultation for the associated clearway had not been carried out correctly.

As a result, a full, formal consultation exercise on the 24 hour bus stop clearway was carried out in January 2020. Various objections regarding the resulting loss of parking were received and duly considered.

Considering the responses received and following further discussions with the bus companies, a second consultation took place in March 2021 proposing a part-time bus clearway, only prohibiting parking between the hours of 7am and 8pm.

## **Consultations**

In March 2021, a public consultation was carried out.

The local county councillor was consulted regarding the proposals and raised no objection.

Lancashire Constabulary was consulted and raised no objections.

5 occupiers of properties, living adjacent to and opposite the new bus stop location submitted objections. They are summarised as follows:

*1. We were not properly notified about the planned bus stop.*

In response, there was an error made during the legal process and only part of the scheme was consulted on, hence the retrospective consultation on the new bus stop and clearway location.

*2. I am not happy for it to be the only bus stop on this road. Too many people use the other stops for any of this decision to be anything of a good decision.*

In response, despite losing a stop, the maximum distance between nearby stops remains below the recommended 400 metres.

*3. It is bad enough to park at night and on match day it will make it even worse if you put the bus stop in.*

In response, whilst the designers appreciate there may be a loss of convenience for affected frontages, there is alternative on street parking close by the bus stop and



the proposed hours of operation for the clearway are between 7am and 8pm, allowing parking overnight.

*4. With buses operating it usually creates the bottleneck.*

In response, one of the main objectives of installing a clearway is to allow buses to pull in fully, allowing traffic to pass freely. Clearways also help buses to pull in more easily to the kerb, which can reduce passenger boarding and alighting times and help to minimise the time the bus is at the stop.

*5. Passengers have taken to sitting on the front garden wall and sometimes take the opportunity to look in through the window; litter has been found in the garden; if my tenant decides to move are you going to reimburse me due to loss of income; I believe it may devalue my property; the stopping and starting of the buses may have a detrimental effect on the property.*

In response, whilst there is the potential for visual disturbance to the property this needs to be balanced against the general rights and interest of the wider community, including public transport users. The powers under which the proposed works would be provided contain no statutory right to compensation.

*6. Customers unable to park outside the Chemist*

In response, bus stop clearway markings are included to ensure that buses have adequate access to pull in level to the raised kerbs, improving access for all to the bus services, particularly the elderly or mobility impaired. Lyndhurst Road is a local road with a mix of residential and small business properties and as a result roadside parking would be impacted wherever the bus stop was sited. Whilst the designers appreciate there may be a loss of convenience for affected frontages, there is alternative on street parking close by.

Having carefully considered the above objections, it is recommended that Cabinet approves the part-time bus clearway, to allow safe and efficient operation of the bus services on Lyndhurst Road.

**Implications:**

This item has the following implications, as indicated:

**Risk management**

Failure to approve the bus stop clearway would mean an alternative, less suitable location would have to be agreed with bus operators and the legal consultation process repeated.

**Financial**

There will be no further costs to the scheme if the bus stop location is approved.



## Legal

Safety should be a serious concern and the provision of bus stops should be at appropriate locations.

The authority has a duty to manage its road network with a view to achieving, so far as may be reasonably practicable having regard to their other obligations, policies and objectives, the following objectives:

- (a) securing the expeditious movement of traffic on the authority's road network; and
- (b) facilitating the expeditious movement of traffic on road networks for which another authority is the traffic authority.

The authority has a power to provide bus shelters.

## Equality

The proposals will provide Equalities Act compliant bus stops and therefore improve accessibility to passenger transport services and opportunities to the community.

## List of Background Papers

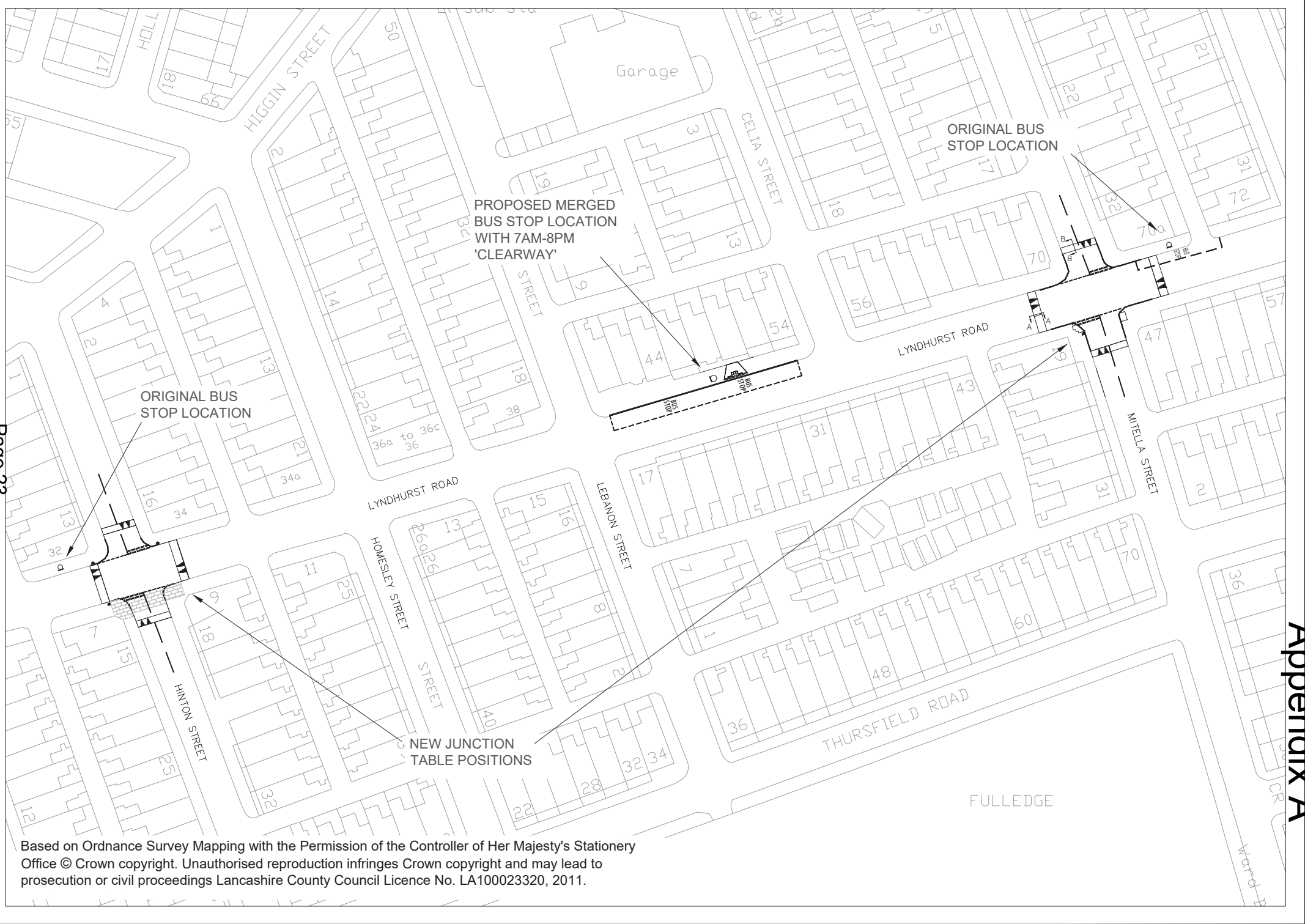
Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A





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**Report to the Cabinet**

Meeting to be held on Thursday, 6 October 2022

**Report of the Director of Highways and Transport**

**Part I**

Electoral Division affected:  
(All Divisions);

**Corporate Priorities:**  
Delivering better services;

**Review of Charging for Attachments to Lighting Columns**

(Appendix 'A' refers)

Contact for further information:

Paul Binks, Tel: (01772) 532210, Highways Asset Manager,  
paul.binks@lancashire.gov.uk

**Brief Summary**

The council currently does not charge for permits or licences, to attach items to lighting columns, although a charge is currently levied for structural tests for columns over seven years old. Industry guidance has been reviewed and a revised proposal put forward.

It is proposed that, in line with many of the other Highway Authorities surveyed, a charge of £70 per application for a consent should be applied. This would normally trigger additional cost of structural tests for each column in addition but see below.

The idea of a three seasons licence is also proposed.

Consideration is also being given to waive the charge for parish and town councils, and charitable organisations, for structural surveys where applications for seasonable decorative items are received at least 10 weeks prior to installation.

**Recommendation**

Cabinet is asked to approve:

- (i) The introduction of a £70 charge per application for consents to attachments to lighting columns together with the cost of structural tests for each column where required.

- (ii) That such consents are valid for three seasons as defined in the report.
- (iii) That the charge to parish and town councils, and other charitable organisations, for said structural tests be waived where applications are for reasonable or event decorative items and are received at least 10 weeks prior to installation.
- (iv) That the charge for said structural tests where the application is for temporary lightweight correx type signs satisfying the tests set out in the report be waived.

## Detail

There are over 151,000 streetlights in Lancashire. At the end of March 2022, there were 29,000 lighting columns that were aged 40 years or older (19.24% of the total stock), up from 14,665 in March 2020. Streetlighting is covered by the Transport Asset Management Plan ([Transport asset management plan - Lancashire County Council](#)). The current condition of lighting stock is considered POOR and is expected to deteriorate further year on year.

The council currently does not charge for permits or licences to attach items to lighting columns, though a charge is levied for structural tests for columns over seven years old. The current guidance is published on the Internet at: [Column attachment guidance - Lancashire County Council](#)

Lancashire's ageing lighting stock is not a unique situation and is the same throughout the UK. The Institute of Lighting Professionals has provided a guidance document "Guide (PLG06) 'Guidance on Installation and Maintenance of Seasonal Decorations and Lighting Column Attachments". Lancashire's street lighting attachment guidance has been produced in accordance with the recommendations in this Institute of Lighting Professionals guidance document.

In summary:

- All lighting columns which are older than seven years must be structurally assessed by a professional organisation to prove there is sufficient structural integrity in the column for the additional load.
- The column must be re-tested every three years.
- Not complying with the guidance puts the county council and the public at risk.

Current charging policy was approved by Full Council on 17 February 2022 as part of the approval of the county council's revenue budget for 2022/23. (Appendix G1, fees and charges). The Street Lighting Column Structural Test fee is set at £55, and the test is valid for three years, the charge is not annual.

## Review of other Highway Authorities

The approach in 11 other Highway Authorities was reviewed via information obtained through the Association of Public Service Excellence, Midlands Highways Alliance



plus Street Lighting Service Improvement Group, Northwest Authorities Benchmarking Group and through internet searches. Further details are set out in Appendix 'A'. Of the 11 authorities:

- Nine require formal application or licence.
- Five set out costs for arranging the licence at a cost of between £40 to £150 per application. Other work is carried out on a cost recovery basis.
- For some authorities the applications cover entire streets not just single lighting columns.
- Nine require structural safety reports, seven of which require the applicant to provide safety reports directly to the authority.
- Two will arrange and charge the applicant for the structural report to be carried out at a starting cost of £60 per column.

### Review of column testing

The county council is currently following Institute of Lighting Professionals guidance, in testing columns which are over seven years of age. Institute of Lighting Professionals bases this on the legal length of time for which records must be maintained.

In Lancashire, since the lighting maintenance was transferred from the district councils under the S101 LGA Agreement back to Lancashire County Council as the Highway Authority in 2006, it can be assumed with some confidence that detailed records of the column type, age and specification is available.

There are:

<b>151,290</b>	<b>Lighting Columns in total</b>	
15,116	10%	Under 7 years of age
32,193	21%	Under 16 years of age

Consideration has been given to increase the age at which a column test is required to 16 years.

To allow columns which are older than 16 years to be used for an attachment without conducting a structural test, begins to increase the risk of harm due to column failure. This threshold is set out in the Institute of Lighting Professionals Guidance Note 22: Asset Management Toolkit: Minor Structures, where a lighting column requires a test taking into account all of the defined environmental and structural criteria.

In the event of a claim against the council by a third party, there may be an increased risk that the council is unable to defend the claim where industry recognised guidance has not been followed where a column has failed which has an attachment.

It is considered not prudent to increase risk for the small number of columns which would likely fall into the 7-to-16-year age group given that the high percentage of columns are older.

### **Cost of testing**

Where column testing is requested by applicants and where adequate notice is given, it is possible to coordinate the testing within the council's routine testing schedule. This results in a competitive rate of approximately £10 per column when a full day of testing can be issued to the contractor, where in the order of 70 to 80 column tests can be carried out.

From discussions with the testing company, the cost of a one-off batch of testing in the following bands would equate to:

<b>Number of columns</b>	<b>Cost per column (£) * exclusive of overheads and VAT</b>
Up to 10	48
11 to 25	35
26 and over	20

With notice of 10 weeks the council can arrange testing at a competitive rate. If short notice is given, then costs escalate significantly. If a column has already been tested and is within the re-test period, then no further test will be required.

It is therefore proposed that given the public appreciation of seasonal and event decorative items, and to encourage their applications, on adequate notice of a least 10 weeks by parish and town councils, or other charitable organisations for seasonal and event decorative items, the council could absorb the cost of structural testing. If less than 10 weeks' notice is provided then it is proposed that either the applicant can provide a structural test, as is an option now and is the norm for other authorities, or the council could arrange for the test to be carried out and charge the fees as above.

### **Licences including three-year licences**

The council has been issuing Section 178 licences for anything attached to its lighting stock including seasonal decorations and attachments such as bunting for many years. Consents are also required for hanging baskets.

There has never been a charge for these consents, and this has been encouraging for the parish and town councils in particular to participate in seeking approval. They have also benefitted from technical advice in this regard.

It is important that all attachments to lighting columns are considered by the council's street lighting engineers and given approval or refusal based on technical guidance. It is also important the council has adequate assurance that the contractors installing the attachments are covered by the appropriate insurance and indemnities and work to safe working methods, that a 24-hour point of contact is available in case of damage, and that each applicant has liability and indemnity insurance in place. It is



therefore advised that the council continues to licence all attachments to lighting columns.

It is proposed that, in line with other authorities, the council should charge administration of the licence at £70 per application per scheme, this is to cover the cost of a Grade 7 Officer (1 hour) and a Grade 10 overseeing Officer (15minutes) to review and approve the application.

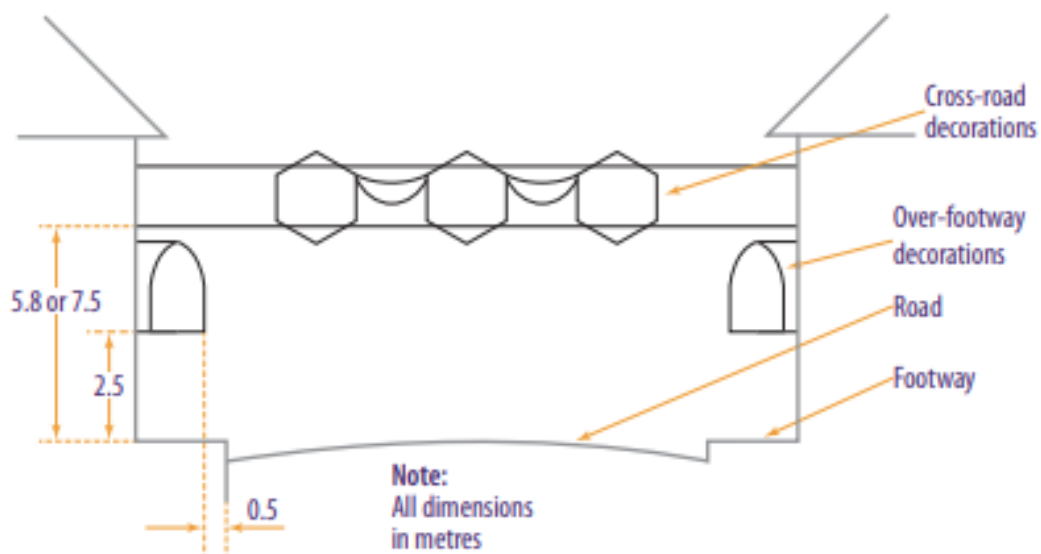
Application and consent is required for all attachments to lighting columns.

Applications for lightweight correx type signs, such as those used on the Royal British Legion National Day of Remembrance, will be exempt from the testing fee.

It is further proposed that a consent for seasonal and recurring or continuous event items attached to approved lighting columns could cover three seasons. The Institute of Lighting Professionals guidance for licenses for items is a period of 30 months which is then valid for three seasons, unless there are significant changes. A seasonal license would allow, for example, a Christmas lights licence to be granted in September which would then cover three subsequent Christmas periods with the licence expiring in March after the third Christmas. Three seasons could apply to any seasonal event be it for hanging baskets, bunting or lighting. The period for which attachments are permitted to be in situ will be stated in the licence or agreement and must be removed promptly following the expiry date.

There are basic general requirements for approval which can be summarised as follows:

- Minimum 4 weeks' notice.
- Evidence of a minimum £10m public liability insurance, to be presented annually.
- Details of the type, weight and locations of the items proposed to be attached to lighting columns.
- The applicant's commitment to be responsible for health and safety of the general public, its own staff and any contractors appointed by the applicant.
- A commitment not to impede the progress of traffic and pedestrians during the erection or removal of the items.
- To maintain clearances above the highway as shown in the example below:



- Only attach approved items to street lighting columns that are approved and satisfy the requirement for structural testing.
- No crossroad spans are to be supported by lighting columns.
- Displays to be erected and removed within the timescales stated on the licence.
- Evidence of the ability to pay for the electricity on illuminated displays.
- Payment of the structural testing if required

### **Absorbed cost of structural tests if over 10 weeks' notice given by certain bodies for seasonal and event decorative items**

It is suggested that given adequate notice of a least 10 weeks the council could absorb the cost of structural testing at the present time for applications from parish and town councils, or other charitable organisations for seasonal and event decorative items.

It is anticipated that parish and town councils in particular will be keen to take advantage of this.

### **Enforcement**

During the Platinum Jubilee celebrations, only three applications were processed across the county demonstrating poor compliance with the requirement. This represents a challenge to regulate should there be a decision to prosecute for non-compliance which would entail significant officer time with the potential to negatively impact on the collaborative relationship between the county council and others.

Whilst the feasibility of actively enforcing this requirement is low, where unlicensed attachments are found by or reported to the street lighting teams then the attachments will be removed until a licence has been applied for and granted. The county council has powers under the Highways Act 1980 to remove items deposited on highway (which includes in the airspace of the highway) forthwith (s149 Highways

Act). Serious dangerous placing of items may lead the authority to consider a prosecution under S178.

An extensive communications strategy is being developed and will be rolled out following confirmation of acceptance of the proposed changes.

## **Consultations**

N/A

## **Implications:**

This item has the following implications, as indicated:

## **Risk management**

## **Legal and Financial**

Items attached to street lighting columns should require a consent from the Highway Authority.

Bunting, Christmas lights and similar lengths hung across or along highways require a consent under Section 178 Highways Act 1980 and that consent can contain conditions such as covering the costs, providing insurance and indemnity.

Hanging baskets can be placed in the highway by a district or parish council under their power to plant in highway attaching containers to posts or standards with the consent of the owner (s96 Highways Act as amended by S8 County of Lancashire Act 1984). This therefore again requires a consent.

Persons other than a district or parish council would need to fulfil criteria regarding placing their hanging basket in the highway under S115A-K Highways Act 1980 or S50 New Roads and Street Works Act, again with consent from the Highway Authority.

The county council should act reasonably and be consistent in its charging regimes. The suggested change in guidance from charging parish and town councils and charitable organisations for structural testing to absorbing the costs of some structural testing will mean the funds available for the risk based structural testing integral to the safe management of the street lighting stock will be reduced. Fewer columns already identified as high risk will be tested increasing the risk to the public and increasing the risk of claims against the county council.

The current number of applications is low however an increase in the number of applications which do not meet the 10 weeks notice criteria for exemption may impact on the revenue budget and so this should be kept under review, e.g. one year after implementing a change in procedure.



## List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A



## Local Authority Benchmarking

Authority	Kent	Warwickshire	Derbyshire	Nottinghamshire	Leicestershire	Halton	Cumbria	Hants	Cornwall	Suffolk	Essex
<b>Permit/ Application Form</b>	Yes	Yes	Yes	Yes	Yes	No	No	Yes	Yes	Yes	Yes
<b>Licence Duration</b>	1 year		<1-5 years						3 years		
<b>Fees</b>	£103 for 1 <sup>st</sup> , £30 repeat	Not stated	Y	not at present but considering	Not stated	recover costs incurred	£60 for column test	£40 per application	Not stated	£150 per street	£50 per street
<b>Application prior</b>	6 weeks			12 weeks				10 weeks	6 weeks	10 weeks	10 weeks
<b>Structural report</b>	Yes	Yes	Yes	Yes	Yes			Yes	structurally suitable	Yes	Yes
<b>Arranged by Applicant (A)\ Council (C)</b>	C	A	A	A	A			A		A	A
<b>Liability &amp; Professional Indemnity Insurance</b>	Yes	Yes	at least £10m	Yes	at least £10m			£5m	£5m	at least £10m	



## Report to the Cabinet

Meeting to be held on Thursday, 6 October 2022

## Report of the Director of Highways and Transport

### Part I

Electoral Division affected:  
Preston Rural;

**Corporate Priorities:**  
Protecting our environment;

## Woodplumpton and Catforth Traffic Calming Schemes - Revised Budget

Contact for further information:

Richard Askew, Tel: (01772) 534506, Principal Transport Planner,  
richard.askew@lancashire.gov.uk

### Brief Summary

Woodplumpton and Catforth traffic calming schemes were added to the capital programme in October 2019 with budget allocation of £12,500 for design fees. Both schemes are to be funded by Woodplumpton Parish Council using monies received from local developments via the Community Infrastructure Levy monies payable to parish councils – therefore all costs to the county council will be recovered.

A budget increase to £307,660.74 is now required to enable progression of both schemes and delivery of the Woodplumpton scheme, for which Woodplumpton Parish Council has entered into a Section 278 agreement with Lancashire County Council.

### Recommendation

Cabinet is asked to approve the revision to the budget, as set out in the report, to support delivery of a traffic calming scheme in Woodplumpton, and further work on a scheme in Catforth, subject to payment of scheme costs and any additional costs by Woodplumpton Parish Council under S278 Agreements, subject to the decision elsewhere on the agenda to proceed with the scheme.

### Detail

The county council's Infrastructure Delivery Team has been working alongside Woodplumpton Parish Council, providing design, transport planning and project

management services, to support the aspiration for and delivery of traffic calming schemes to provide safety improvements for all road users in the villages of Catforth and Woodplumpton.

Woodplumpton and Catforth traffic calming schemes were added to the capital programme in October 2019 with a budget allocation of £12,500 for design fees. Both schemes are to be funded by Woodplumpton Parish Council using monies received from local developments via the Community Infrastructure Levy monies payable to parish councils - all costs to Lancashire County Council will be recovered.

The Woodplumpton scheme is proposed for delivery in Autumn 2022 with the Catforth scheme to follow in 2023. Both schemes will be constructed by Lancashire County Council Highway Services (Operations) under separate S278 Agreements.

Approval is sought to revise the project budget to £307,660.74 (an increase of £295,160.74) to enable delivery of the Woodplumpton scheme and further work on the Catforth scheme subject to payment of costs by the parish council.

The revised budget will provide for:

- **Preparatory costs for both schemes** (undertaking of stage 2 Road Safety Audit, preparation and advertisement of various Traffic Regulation Orders, allowance for design revisions, development of detailed design information and construction pack, services provided by Lancashire County Council Estates Team, services provided by British Telecom, project management, and staff time associated with additional reporting if required).
- **Delivery costs for the Woodplumpton scheme only** (material, construction, site supervision, temporary traffic orders, traffic management).
- **Land compensation costs associated with agreed acquisition of land at Whittle Hill, Woodplumpton** to facilitate a new turning head associated with the proposed road closure (prohibition of driving) at the junction of Whittle Hill and Newsham Hall Lane.

The parish council has entered into a Section 278 agreement with Lancashire County Council in relation to highway works in Woodplumpton. A further budget revision will be required upon receipt of a Section 278 agreement for highway works in Catforth to enable delivery of the second scheme.

## Consultations

The Woodplumpton and Catforth traffic calming schemes have been subject to public consultation led by the parish council in December 2021 which has helped to shape the design.

Traffic orders associated with the proposed scheme in Woodplumpton were advertised during a public consultation period between 15 July 2022 to 12 August 2022 (extended to 26 August 2022 at the request of Preston City Council).



## **Implications:**

This item has the following implications, as indicated:

### **Risk management**

The opportunity to work collaboratively with Woodplumpton Parish Council to develop a scheme and utilise Community Infrastructure Levy funds to support network management and road safety enhancement in the area may be lost.

### **Financial**

The costs associated with both schemes will be recovered in full from Woodplumpton Parish Council. Section 278 agreements provide/will provide for any additional costs to be paid by Woodplumpton Parish Council.

### **Legal**

Woodplumpton Parish Council has entered into a Section 278 agreement with Lancashire County Council in relation to highway works in Woodplumpton.

Actual highway works in Catforth will not be progressed until a Section 278 agreement is in place relating to highway works in Catforth.

### **List of Background Papers**

Paper	Date	Contact/Tel
Adding a Scheme to the Capital Programme – Woodplumpton & Catforth Traffic Calming Scheme	18 October 2019	Andrew Mullaney (01772) 534190

Reason for inclusion in Part II, if appropriate

N/A



## Report to the Cabinet

Meeting to be held on Thursday, 6 October 2022

## Report of the Director of Highways and Transport

### Part I

Electoral Division affected:  
Preston Rural;

**Corporate Priorities:**  
Protecting our environment;

## Woodplumpton Village Traffic Calming Scheme - Approval of Traffic Regulation Orders

(Appendices 'A' to 'I' refer)

Contact for further information:

Ala Aldeen, Tel (01772) 533540, Highway Design Engineer - Infrastructure Delivery Team  
ala.aldeen@lancashire.gov.uk

### Brief Summary

The proposed Woodplumpton Village Traffic Calming Scheme consists of a series of road humps through the village and one chicane along Woodplumpton Road. There will also be a kerbed buildout outside Woodplumpton primary school incorporating a raised table with priority for northbound traffic, a road closure of Whittle Hill (prohibition of driving) at the junction of Whittle Hill and Newsham Hall Lane including a turning head, a new 20mph limit through the village of Woodplumpton, a new 30mph on Newsham Hall Lane, and a change of priorities at the junction of Woodplumpton Road and Newsham Hall Lane.

This report highlights the objections to the recent consultation for the Speed Limit Order, Road Humps, Chicane and the closure of Whittle Hill.

The parish council supports the scheme.

### Recommendation

Subject to the decision elsewhere on the agenda to allocate the additional funding, Cabinet is asked to approve the proposals on Woodplumpton Road, Whittle Hill and Newsham Hall Lane, as set out in this report and in the Draft Orders and depicted on the plans as follows:

- Road humps and chicanes (Appendices 'A' to 'C').

- 20mph and 30mph Speed Limit Order (Appendices 'D' and 'E').
- Prohibition of Stopping on School Keep Clear area and Prohibition of Waiting Order (Appendices 'F' and 'G').
- Prohibition of Driving (Appendices 'H' and 'I').

## Detail

The proposed traffic calming scheme in Woodplumpton Village will provide network management and road safety enhancements and will be funded by Woodplumpton Parish Council using monies raised from local developments via the Community Infrastructure Levy. Consultation has been undertaken. Following the receipt of objections Cabinet is asked to approve the required Traffic Regulation Orders to enable the scheme to progress to delivery.

One legal advert and three Traffic Regulation Orders associated with the proposed scheme were advertised during a consultation period from 15 July to 12 August 2022 (extended to 26 August at the request of Preston City Council). These were:

### Legal Advert:

- Woodplumpton Road, Woodplumpton, Preston City (Road Humps and Chicane) LSG4/894.15165/AFR.

### Orders:

- Woodplumpton Road Area, Woodplumpton, Preston City (Revocation, 20mph and 30mph Speed Limit) Order 2022 LSG4/894.15164/AFR.
- Whittle Hill, Woodplumpton, Preston City (Prohibition of Driving) Order 2022 LSG4/894.15163/AFR.
- The Orchard, Whittle Hill Road and Woodplumpton Road, Woodplumpton, Preston City (Revocation, Prohibition of Stopping on School Keep Clear and Prohibition of Waiting) Order 2022 LSG4/894.15162/AFR.

## Consultations

Consultation was carried out between 15 July to 12 August 2022 (extended to 26 August at the request of Preston City Council). This was advertised in the local press and notices were displayed on site at various locations on Woodplumpton Road, Newsham Hall Lane and Whittle Hill. Divisional county councillors were consulted along with the county council's usual consultees; and the consultation documents were posted on the council's website.

## Objections

A total of four objections were received. One relating to the Road Humps legal advert; two relating to the 20mph and 30mph speed limits advertised orders; and one relating to the Whittle Hill Road closure advertised order. These are set out below:

*Legal Advert:*

**Woodplumpton Road, Woodplumpton, Preston City (Road Humps and Chicane) LSG4/894.15165/AFR – One objection**

- i) The objection relates to the new humps replacing the chicanes. The objector states these are not needed because they offer the same function as the existing chicanes. The objector also opposes the extension of traffic calming measures further down Woodplumpton Road.

Officer response: The existing traffic calming is damaged and is failing to provide the required level of intervention to reduce road safety risks. The opportunity to extend the calming provides further road safety improvements for all users.

*Traffic Orders:*

**Woodplumpton Road Area, Woodplumpton, Preston City (Revocation, 20mph and 30mph Speed Limit) Order 2022 LSG4/894.15164/AFR – Two objections**

- ii) This objection relates to the reduction of 60mph to 30mph on the approach to the village.

Officer response: The speed limit reduction is necessary to facilitate a stepped reduction from 60mph to 30mph and then 20mph within the village. The 30mph limit provides a buffer on approach to the 20mph zone in the village.

- iii) A second objection to the speed limit changes states there is 'no need for these changes'.

Officer response: The proposal will provide network management and road safety enhancements in the area.

**Whittle Hill, Woodplumpton, Preston City (Prohibition of Driving) Order 202\* LSG4/894.15163/AFR – One objection**

- iv) The objector makes the following points in relation to the closure of Whittle Hill at its junction with Newsham Hall Lane:

*"The proposed closure of the road will directly affect our business... To have the road closed at the Newsham Hall Lane side as suggested would greatly impede our farming of this land...Should the road be closed, we would be forced to drive an extra 0.8 miles per load whilst heavily laden".*

*"The proposed new route is to a downhill gradient creating a long slow drag to Whittle Hill through the new traffic calming measures.... Not only will this impact our fuel and labour costs it will create extra congestion and pollution in and around the village and through the new traffic calming measures".*

*"As farmers we are under tremendous pressure having to work long hours often with short weather windows, we don't need any more obstructions..."*



*We are a local family farm and very involved with the local community the last thing we want is to feel alienated from the village with this closure".*

*"I would like to add that whilst we are against the closure of the Newsham Hall Lane entrance onto Whittle Hill, we are not against a closure of the Woodplumpton side of Whittle Hill"*

Officer response: Whittle Hill is a short, narrow rural lane without footways. Along the route there are two bends in the road, impeding forward visibility. Whittle Hill is commonly used as a short-cut between Woodplumpton Road and Newsham Hall Lane, especially at peak times.

Closing the road as proposed will remove through-routing traffic providing network management and road safety enhancements and increasing the amenity value of Whittle Hill for non-motorised users. The alternative vehicle route along B-roads via the junction of Woodplumpton Road and Newsham Hall Lane is considered more suitable for motorised users. A turning head will be provided at the point of closure to ensure access for refuge vehicles is maintained.

Closing Whittle Hill at its junction with Woodplumpton Road or any other position along its length, is not a viable option as it will isolate 11no. properties disconnecting residents from the village of Woodplumpton and impeding access to local amenities.

**The Orchard, Whittle Hill Road and Woodplumpton Road, Woodplumpton, Preston City) (Revocation, Prohibition of Stopping on School Keep Clear and Prohibition of Waiting) Order 202\* LSG4/894.15162/AFR**

No objections received.

There are no points made in the objections which would suggest the Orders should not be made and the recommendation following officer responses above is that the proposals are approved.

**Implications:**

This item has the following implications, as indicated:

**Risk management**

The scheme needs to be implemented in its entirety. Any reduction of the various proposed elements will undermine the overall effectiveness of the scheme in reducing vehicular speeds. Without implementation of this scheme, the existing traffic speeds and the high volume of through traffic will continue to compromise the safety of other road users - with an increased potential for accidents.

**Financial**

The estimated cost of implementing the proposals detailed in this report is £250,517.76 and will be funded by the parish council through Community



Infrastructure Levy monies under a Section 278 agreement which will cover the full costs of the scheme.

## Legal

The proposed road humps detailed in this report would be implemented under The Highways Act 1980 sections 90A-G and the Highways (Road Humps) Regulations 1999.

## List of Background Papers

Paper	Date	Contact/Tel
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None

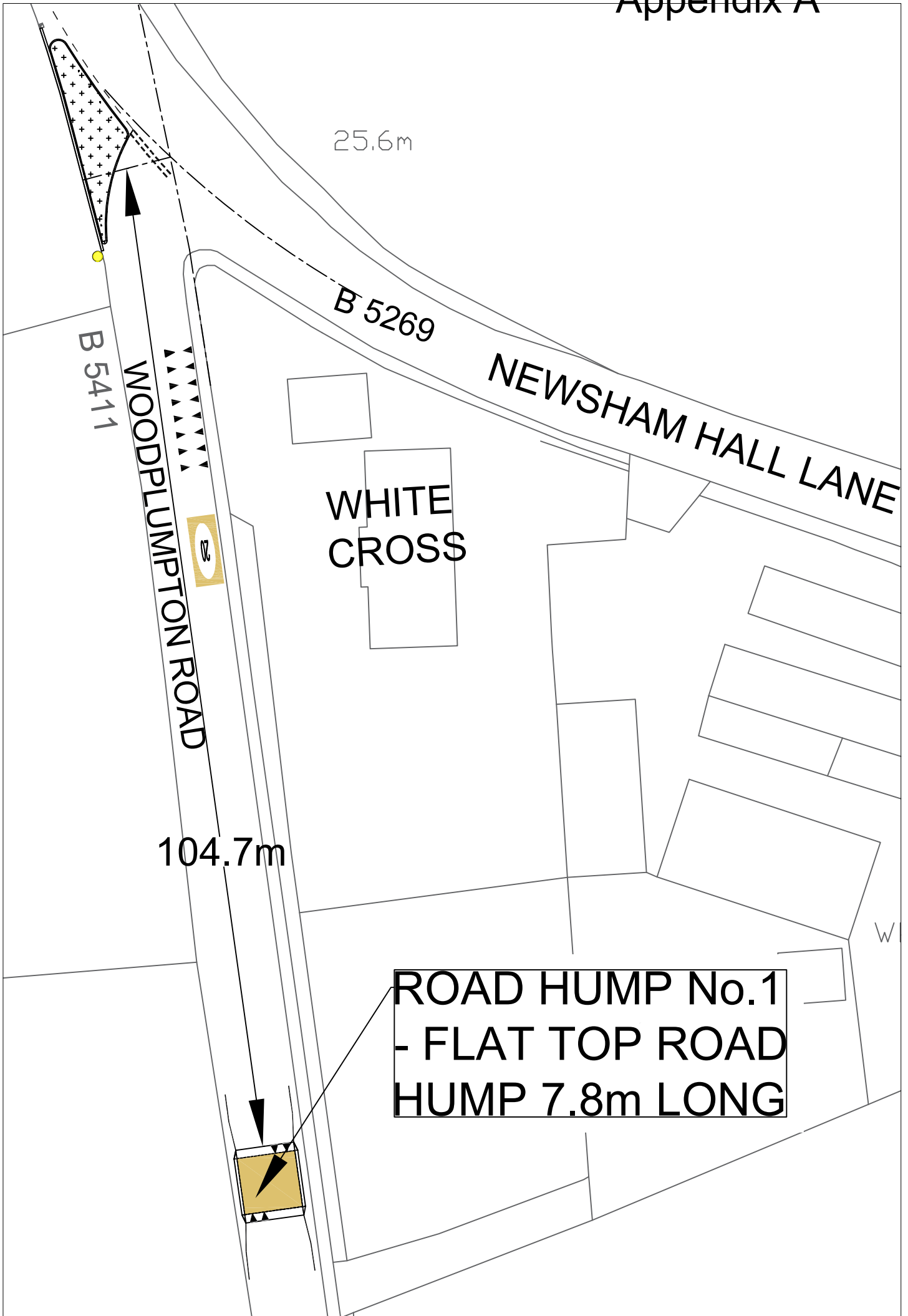
Reason for inclusion in Part II, if appropriate

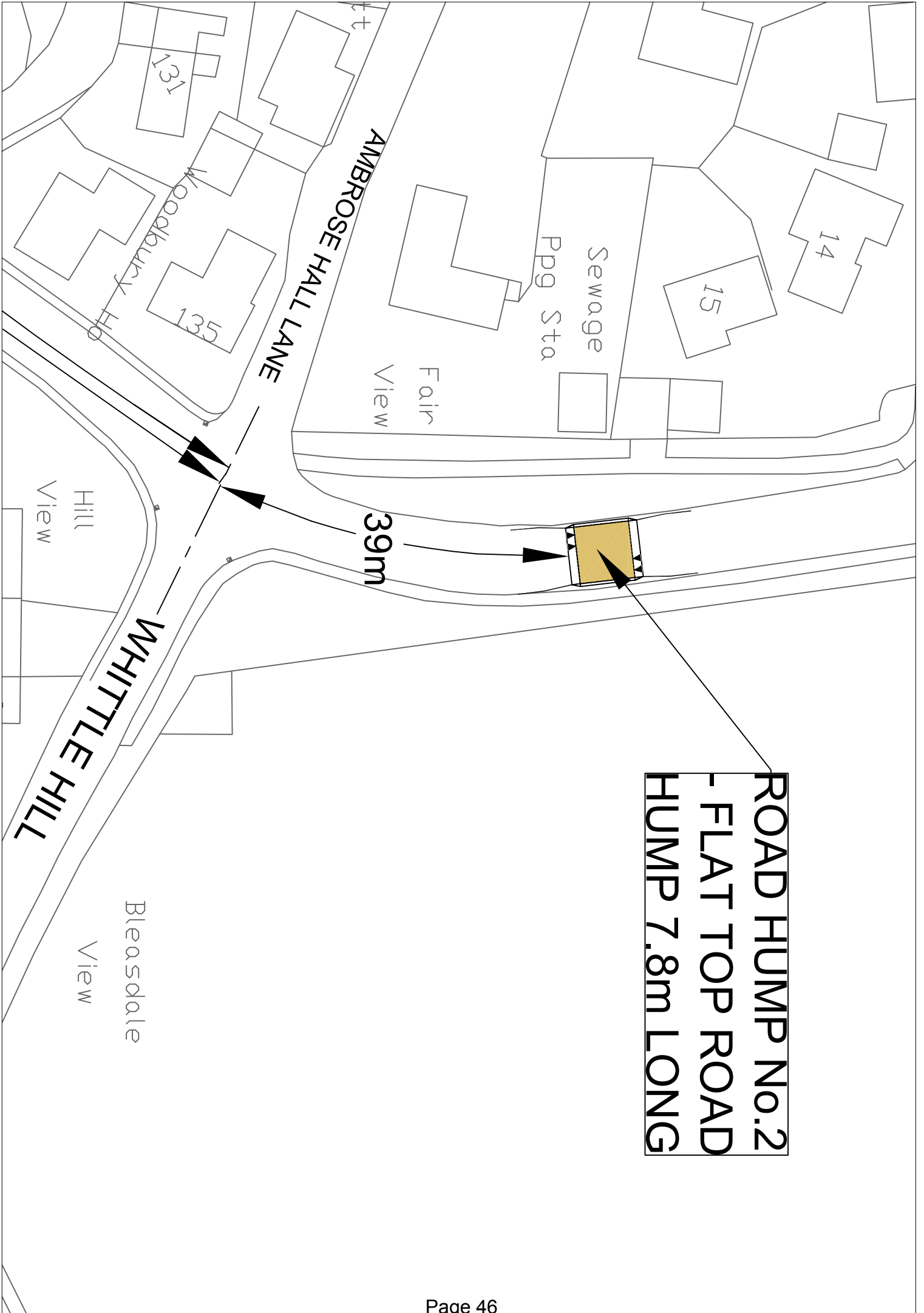
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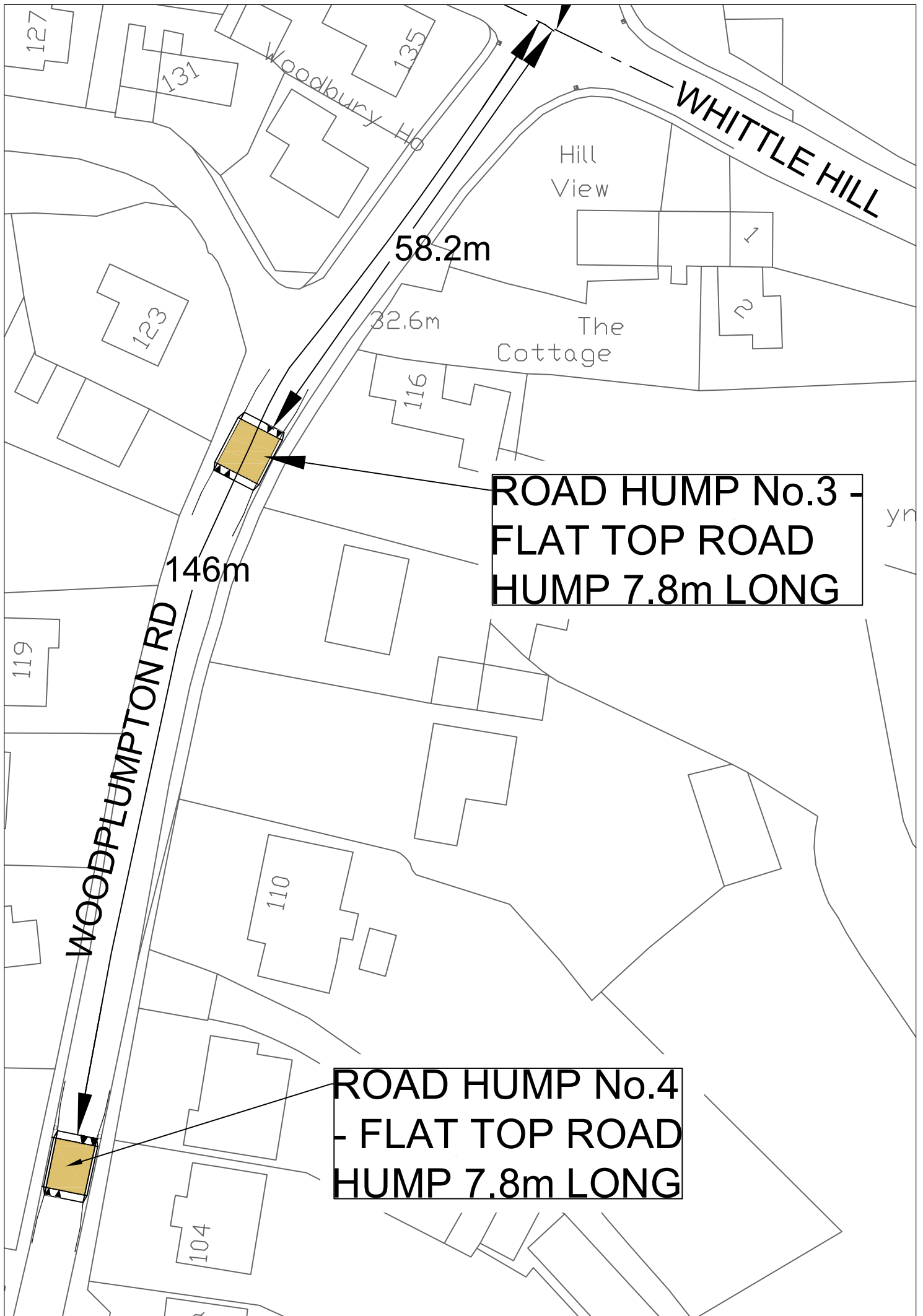








**ROAD HUMMP No.2  
- FLAT TOP ROAD  
HUMMP 7.8m LONG**



**ROAD HUMP No.3 -  
FLAT TOP ROAD  
HUMP 7.8m LONG**

**ROAD HUMP No.4  
- FLAT TOP ROAD  
HUMP 7.8m LONG**

**ROAD HUMPH No.5 -  
FLAT TOP ROAD  
HUMP 7.8m LONG**

**ROAD HUMPH No.6 -  
FLAT TOP ROAD  
HUMP 7.8m LONG**

32.0m

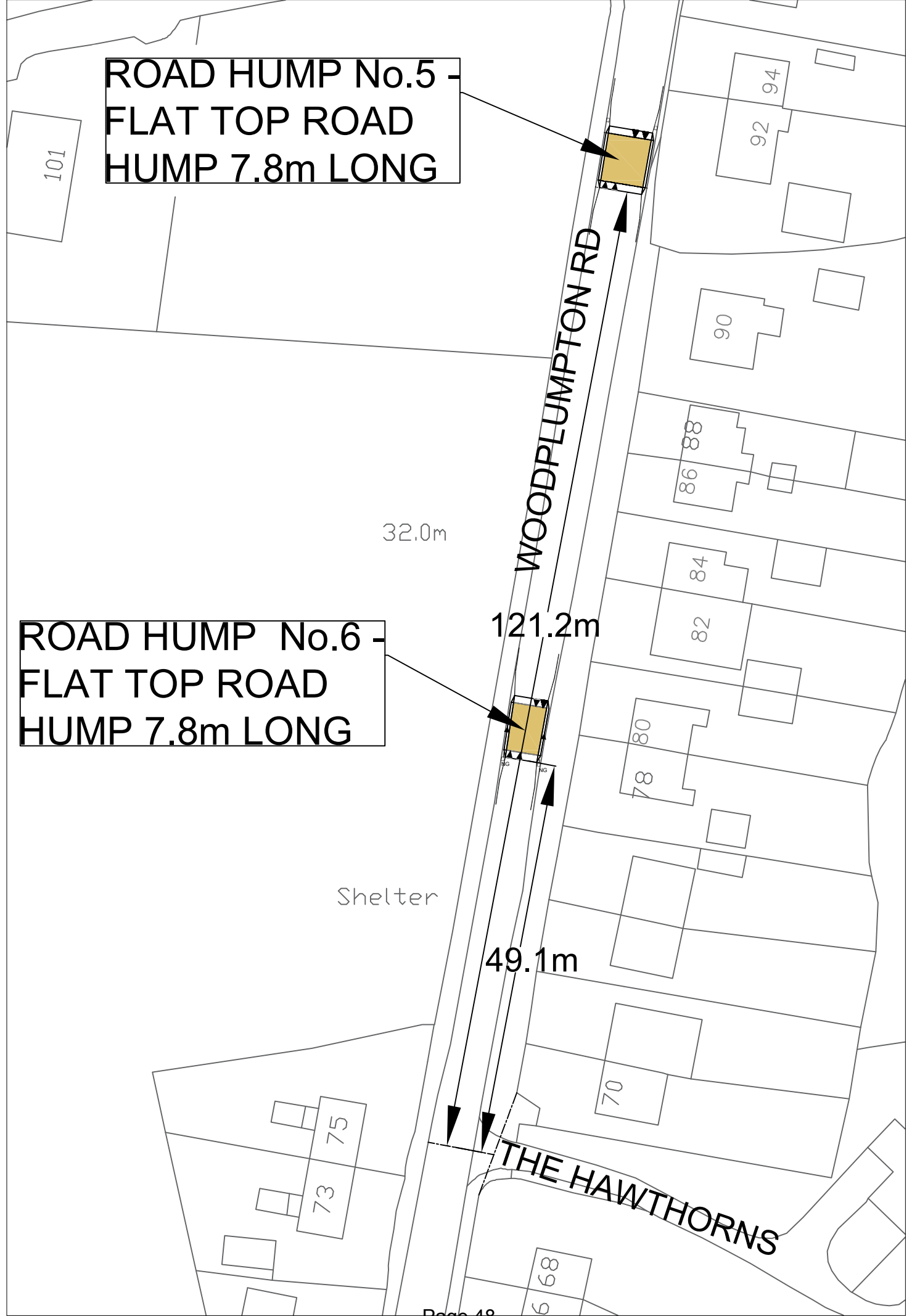
121.2m

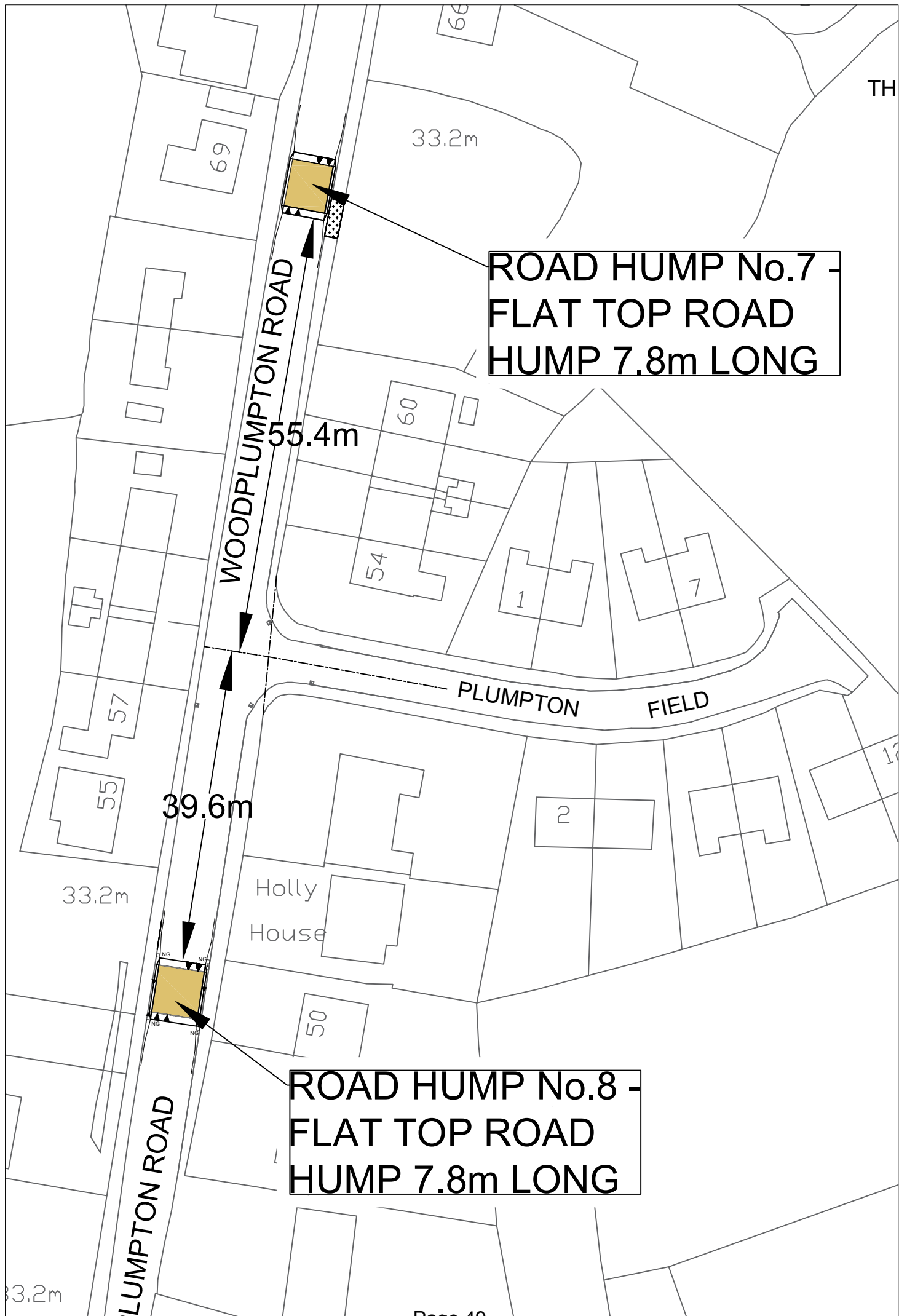
Shelter

49.1m

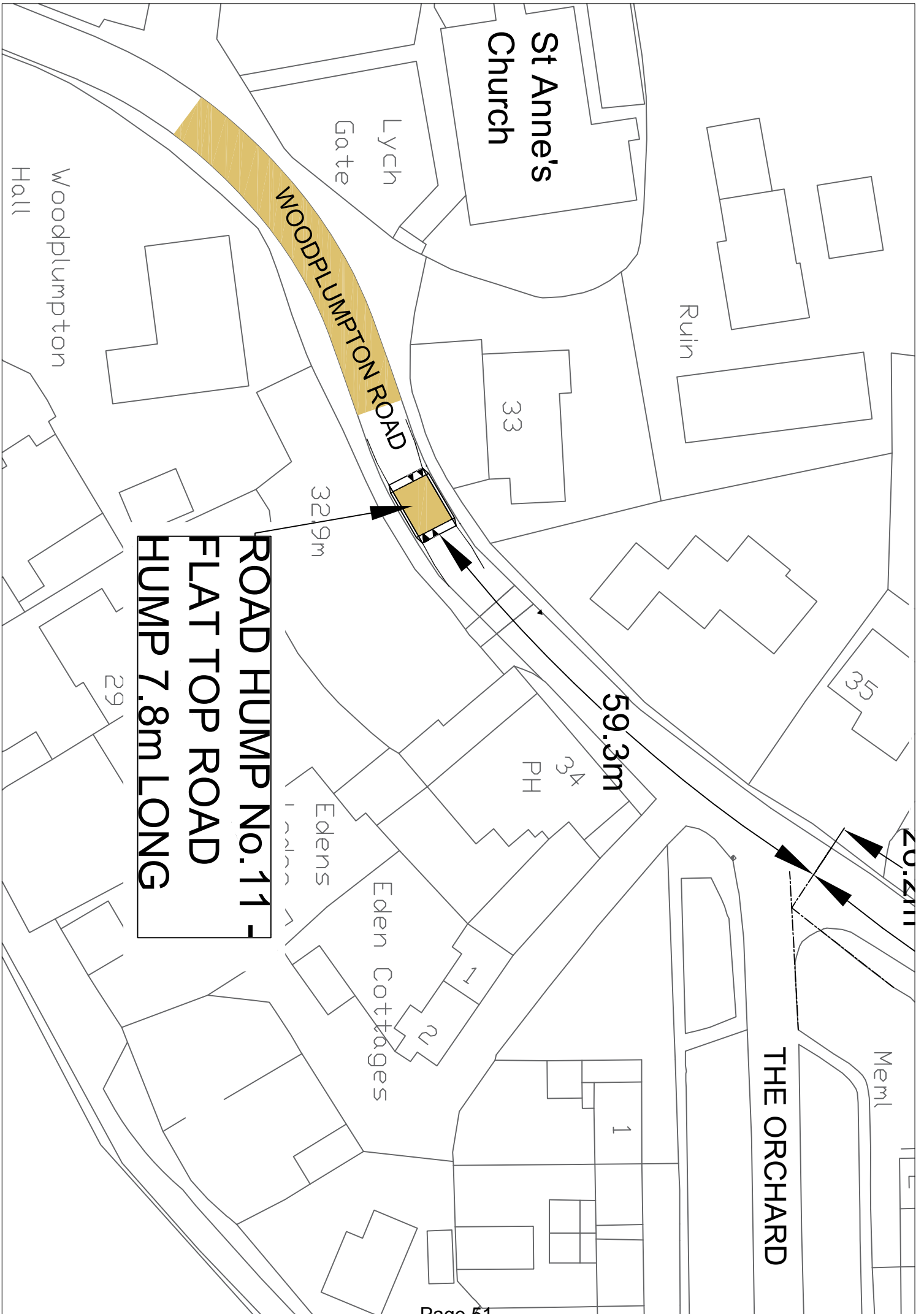
WOODPLUMPTON RD

THE HAWTHORNS









St Anne's  
Church

WOODPLUMPTON ROAD

32.9m

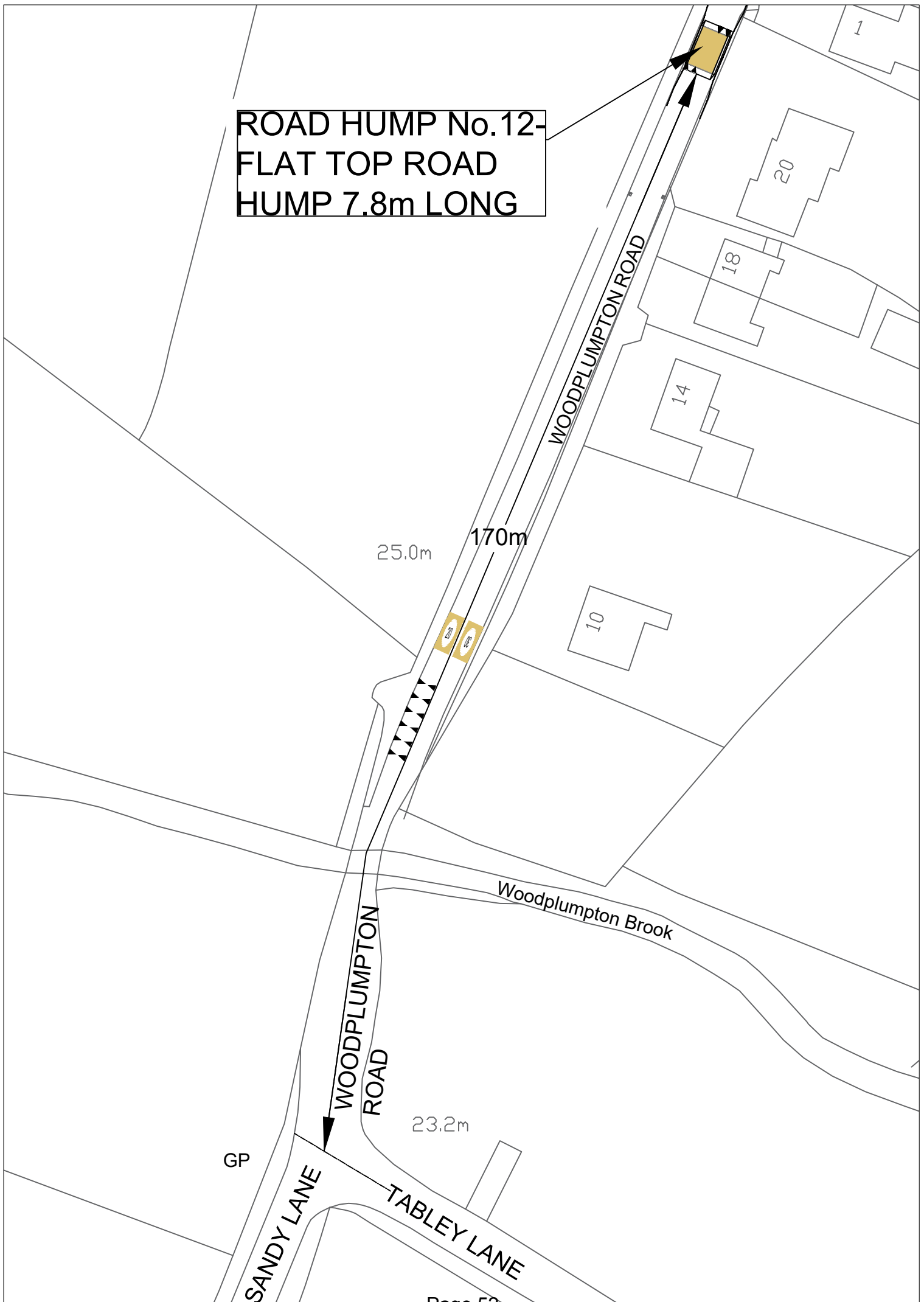
**ROAD HUMPH No. 11 -  
FLAT TOP ROAD  
HUMPH 7.8m LONG**

59.3m

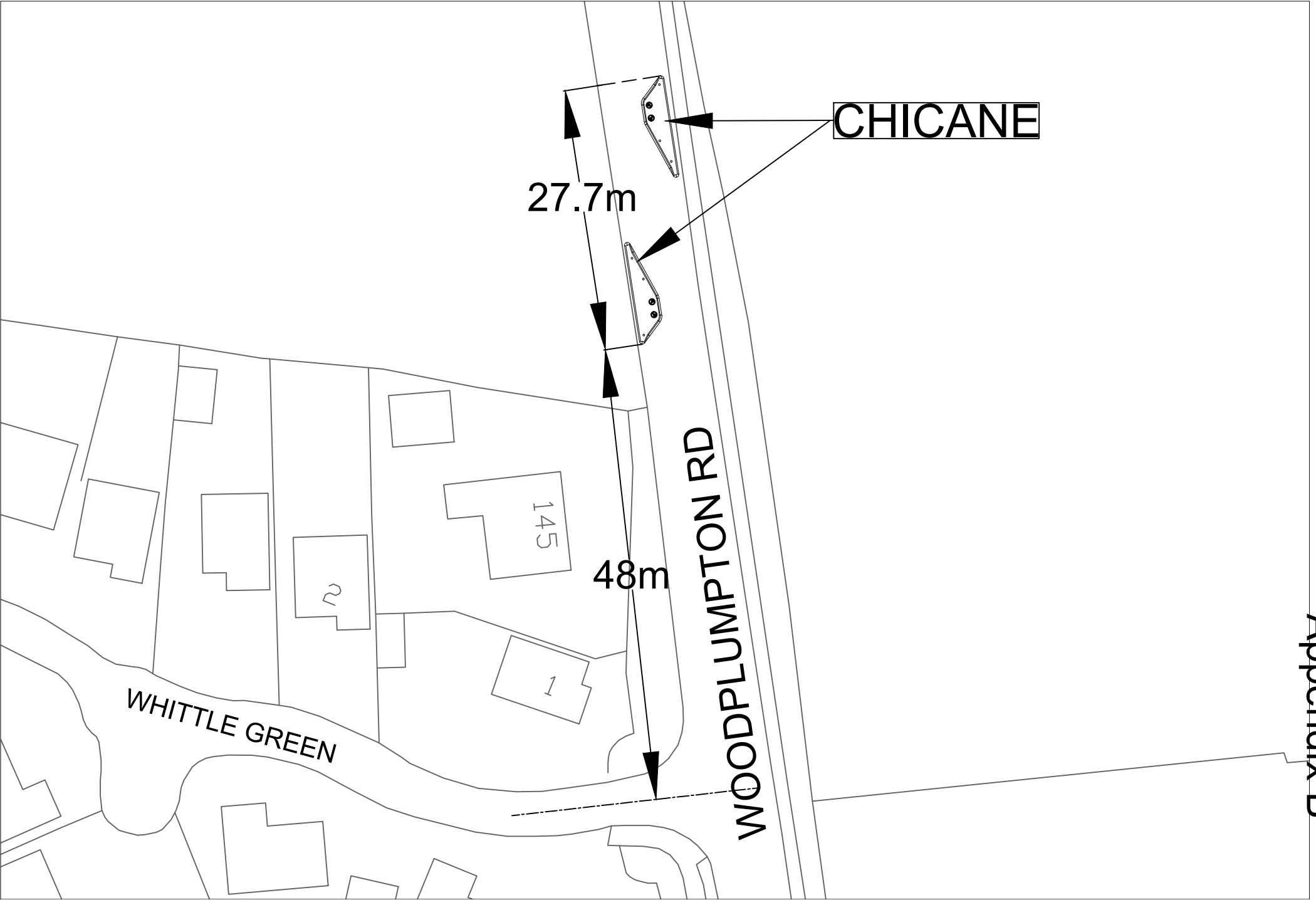
20.2m

THE ORCHARD

ROAD HUMPS No.12-  
FLAT TOP ROAD  
HUMP 7.8m LONG









**NOTICE OF PROPOSAL**  
**ROAD TRAFFIC REGULATION ACT 1984**  
**LANCASHIRE COUNTY COUNCIL**  
**(WOODPLUMPTON ROAD, WOODPLUMPTON, PRESTON CITY) (ROAD**  
**HUMPS AND CHICANE)**

**NOTICE IS HEREBY GIVEN** that in accordance with Section 90A of the **Highways Act 1980**, Lancashire County Council propose to introduce the above, the effect of which will be to:

1. Introduce flat top road humps in the following locations:

- 1) Woodplumpton Road, Woodplumpton, from a point 104.7 metres south of its junction with the centreline of Newsham Hall Lane for a distance of 7.8 metres in a southerly direction;
- 2) Woodplumpton Road, Woodplumpton, from a point 39 metres north of its junction with the Centreline of Whittle Hill for a distance of 7.8 metres in a northerly direction;
- 3) Woodplumpton Road, Woodplumpton, from a point 58.2 metres south of its junction with the Centreline of Whittle Hill for a distance of 7.8 metres in a southerly direction;
- 4) Woodplumpton Road, Woodplumpton, from a point 146 metres south of its junction with the Centreline of Whittle Hill for a distance of 7.8 metres in a southerly direction;
- 5) Woodplumpton Road, Woodplumpton, from a point 121.2 metres north of its junction with the Centreline of The Hawthorns for a distance of 7.8 metres in a northerly direction;
- 6) Woodplumpton Road, Woodplumpton, from a point 49.1 metres north of its junction with the Centreline of The Hawthorns for a distance of 7.8 metres in a northerly direction;
- 7) Woodplumpton Road, Woodplumpton, from a point 55.4 metres north of its junction with the Centreline of Plumpton Field for a distance of 7.8 metres in a northerly direction;
- 8) Woodplumpton Road, Woodplumpton, from a point 39.6 metres south of its junction with the Centreline of Plumpton Field for a distance of 7.8 metres in a southerly direction;
- 9) Woodplumpton Road, Woodplumpton, from a point 73.6 metres north of its junction with the Centreline of The Orchard for a distance of 12 metres in a northerly direction;
- 10) Woodplumpton Road, Woodplumpton, from a point 26.2 metres north of its junction with the Centreline of The Orchard for a distance of 7.8 metres in a northerly direction;
- 11) Woodplumpton Road, Woodplumpton, from a point 59.3 metres southwest of its junction with the Centreline of The Orchard for a distance of 7.8 metres in a south westerly direction;
- 12) Woodplumpton Road, Woodplumpton, from a point 170 metres north of its junction with the Centreline of Tabley Lane for a distance of 7.8 metres in a northerly direction.

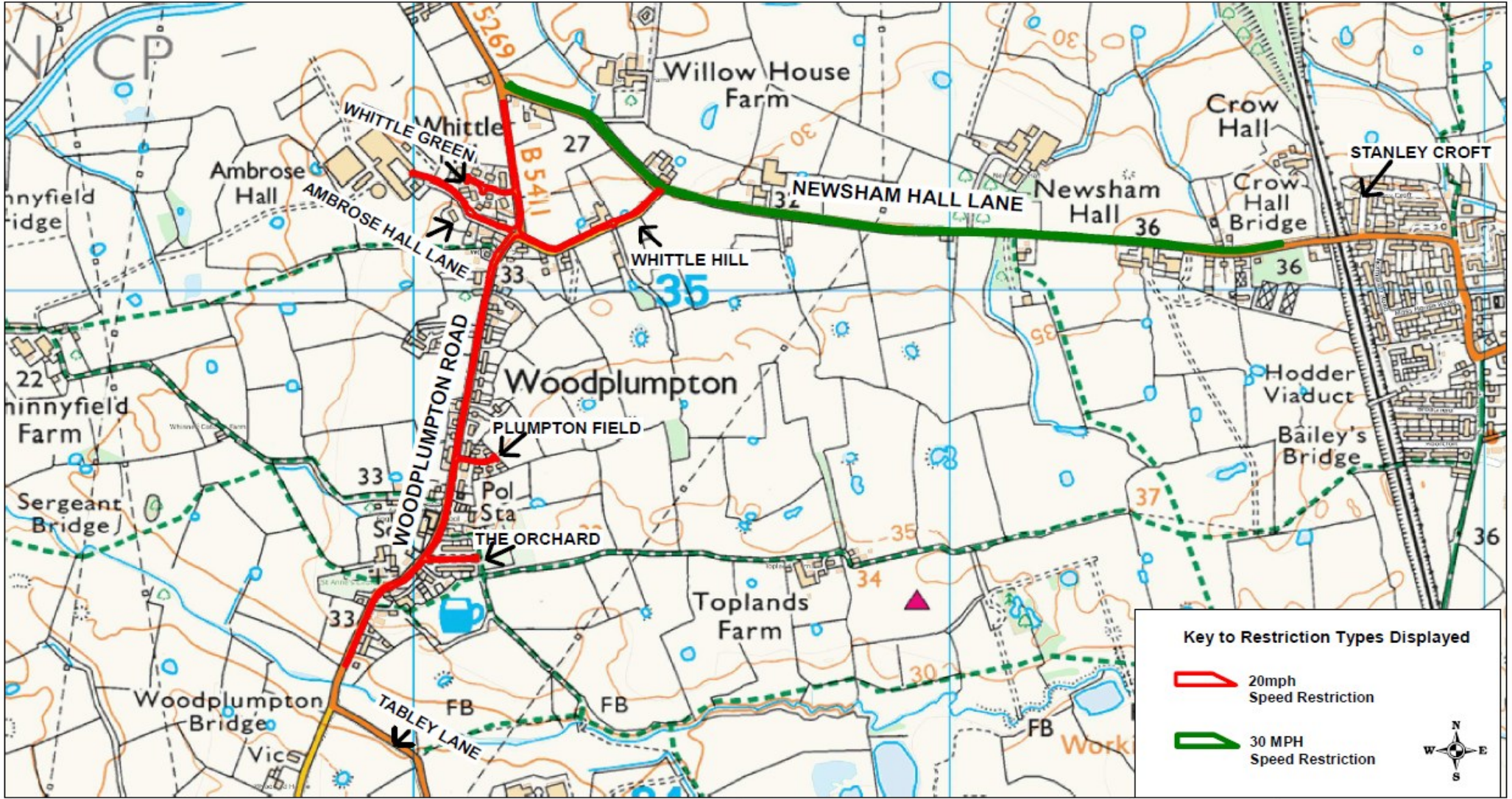
The flat top road humps will have a maximum height not exceeding 75 millimetres and an on-off ramp 0.9 metres wide at 1 in 12 ramp gradients, with the exception of number 9, which will be placed on a buildout 1.85 metres wide. This road hump will have a maximum height not exceeding 75 millimetres, will be approximately 3.65 metres wide and 12 metres long

2. Introduce a chicane in Woodplumpton Road, Woodplumpton, from a point 48 metres north of its junction with the centreline of Whittle Green for a distance of 27.7 metres in a northerly direction. The chicane will have a minimum carriageway width of 3.25 metres to the parallel opposing kerb. The overall length of the chicane is 27.7m.

A copy of the relevant notice and plan, indicating the proposal may be inspected during normal office hours at the offices of the Preston City Council, PO Box 10, Town Hall, Lancaster Road, Preston, PR1 2RL and at the offices of The Director of Corporate Services, Lancashire County Council, Christ Church Precinct, County Hall, Preston PR1 8XJ, and on Lancashire County Councils Website <http://www.lancashire.gov.uk/roads-parking-and-travel/roads/roadworks-and-traffic-regulation-orders/permanent.aspx>. Any representations or objections (specifying the grounds on which they are made) relating to the proposal must be made in writing and should be sent to The Director of Corporate Services, Lancashire County Council, P O Box 78, County Hall, Preston PR1 8XJ or by e-mail to [tro-consultation@lancashire.gov.uk](mailto:tro-consultation@lancashire.gov.uk) quoting ref: **LSG4.AFR.894.15165** before 12 August 2022.

**Laura Sales, Director of Corporate Services**  
**15 July 2022**





**20mph Speed Limit**  
 Woodplumpton Road; Whittle Hill;  
 Whittle Green; Ambrose Hall Lane;  
 Plumpton Field and The Orchard.  
 Woodplumpton



**30mph Speed Limit**  
 Newsham Hall Lane, Woodplumpton


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**Phil Durnell**  
 Director of Highways  
 and Transportation

P.O. Box 100, County Hall,  
 PRESTON PR1 0LD

**Key to Restriction Types Displayed**

-  20mph Speed Restriction
-  30 MPH Speed Restriction



SCALE	1 : 10000
DATE	24/05/2022
DRAWING No.	s278/22-23(1)/AA-SLO
DRAWN BY	TJP
	Scale with care as distortion may occur



**ROAD TRAFFIC REGULATION ACT 1984**  
**LANCASHIRE COUNTY COUNCIL**  
**(WOODPLUMPTON ROAD AREA, WOODPLUMPTON, PRESTON CITY)**  
**(REVOCAION, 20MPH AND 30MPH SPEED LIMIT) ORDER 202\***

The County Council of Lancashire, in exercise of its powers under 83(2) and Section 84 and Part IV of Schedule 9 to the **Road Traffic Regulation Act 1984**, as amended, ("the Act") and of all other enabling powers, after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 to the Act, hereby makes the following Order: -

**1. Revocation**

- a) Those parts of the "Lancashire County Council (Garstang Road, Whittingham Lane, Woodplumpton Lane, Newsham Hall Lane and Langley Lane, Preston, Preston City) (Part Revocation, 30 mph and 40 mph Speed Limit) Order 2014", as set out in Schedule 1 to this Order, are hereby revoked.
- b) "The County Council of Lancashire (Restricted Roads) (No.2) Order 1975" is hereby revoked in full.

**2. 20mph Speed Limit**

No person shall drive any motor vehicle at a speed exceeding 20mph on any of the lengths of road as set out in Schedule 2 to this Order.

**3. 30mph Speed Limit**

No person shall drive any motor vehicle at a speed exceeding 30mph on the length of road as set out in Schedule 3 to this Order.

**4. Exemption**

No speed limit imposed by this order applies to vehicles falling within regulation 3 (4) of the Road Traffic Exemptions (Special Forces) (Variation and Amendment) Regulations 2011 when used in accordance with regulation 3 (5) of those Regulations.

**5. Commencement of Order**

This Order shall come into force on the \*\* day of \*\* 202\* and shall be cited as the "Lancashire County Council (Woodplumpton Road Area, Woodplumpton, Preston City) (Revocation, 20mph And 30mph Speed Limit) Order 202\*".

Dated this \*\* day of \*\*\*.

THE COMMON SEAL of the Lancashire County Council was hereunto affixed pursuant to the Scheme of Delegation to Chief Officers **OR** following a decision made on the \*\* day of \*\* 20\*\* by The Cabinet

Authorised Signatory

### **Schedule 1 – Revocation**

Schedule 3.

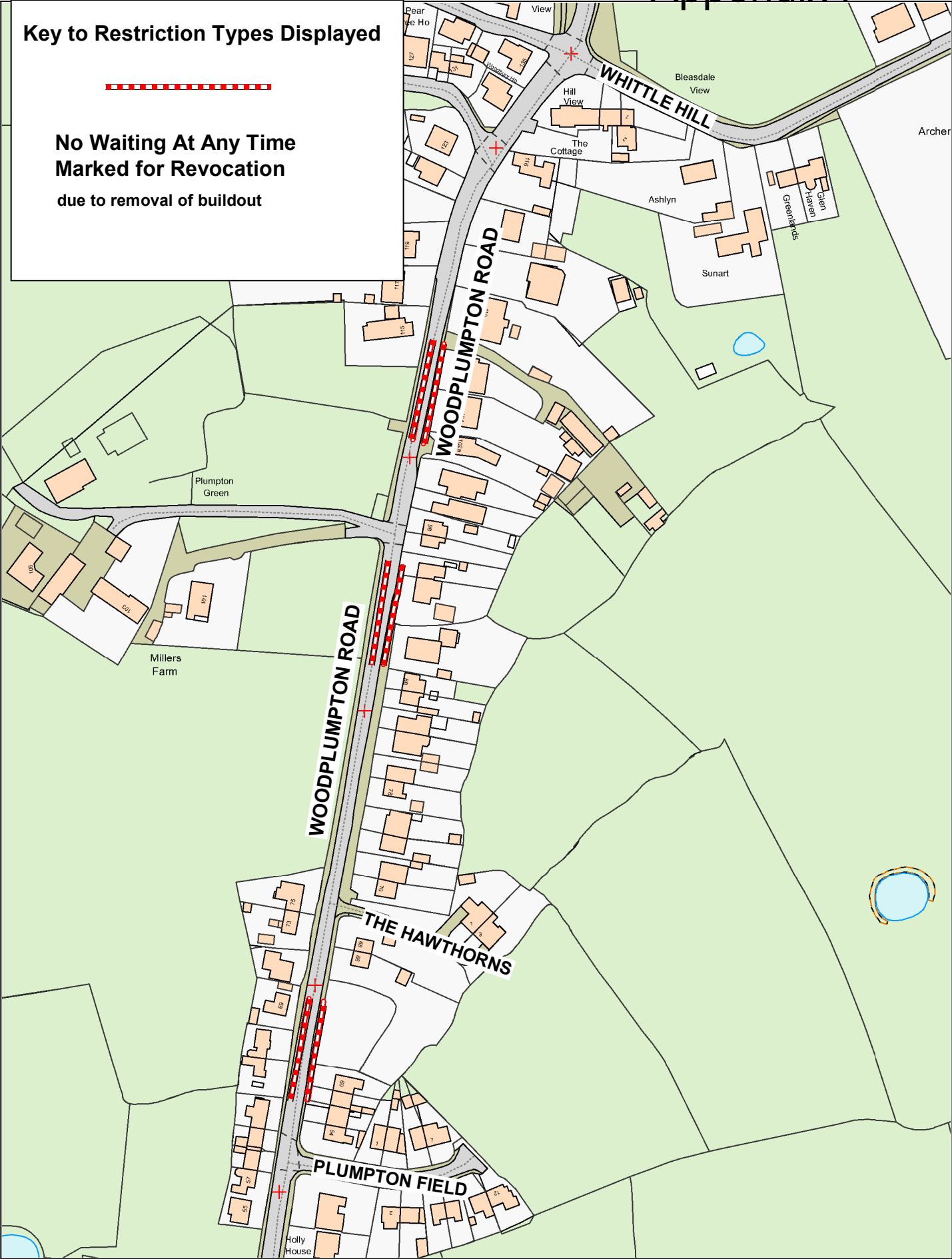
### **Schedule 2 - 20mph Speed Limit**

- a) Plumpton Field, Woodplumpton, the entire length.
- b) The Orchard, Woodplumpton, the entire length.
- c) Whittle Green, Woodplumpton, the entire length.
- d) Whittle Hill, Woodplumpton, the entire length.
- e) Woodplumpton Road, Woodplumpton, from a point 77 metres north east of its junction with Tabley Lane to a point 49 metres south east of its centreline junction with Newsham Hall Lane.
- f) Ambrose Hall Lane, Woodplumpton, the entire length.

### **Schedule 3 - 30mph Speed Limit**

Newsham Hall Lane, Woodplumpton, from its junction with Woodplumpton Road to a point 155 metres west of its junction with the centreline of Stanley Croft.





**Key to Restriction Types Displayed**



**No Waiting At Any Time  
Marked for Revocation  
due to removal of buildout**






**Woodplumpton Road,  
Woodplumpton**

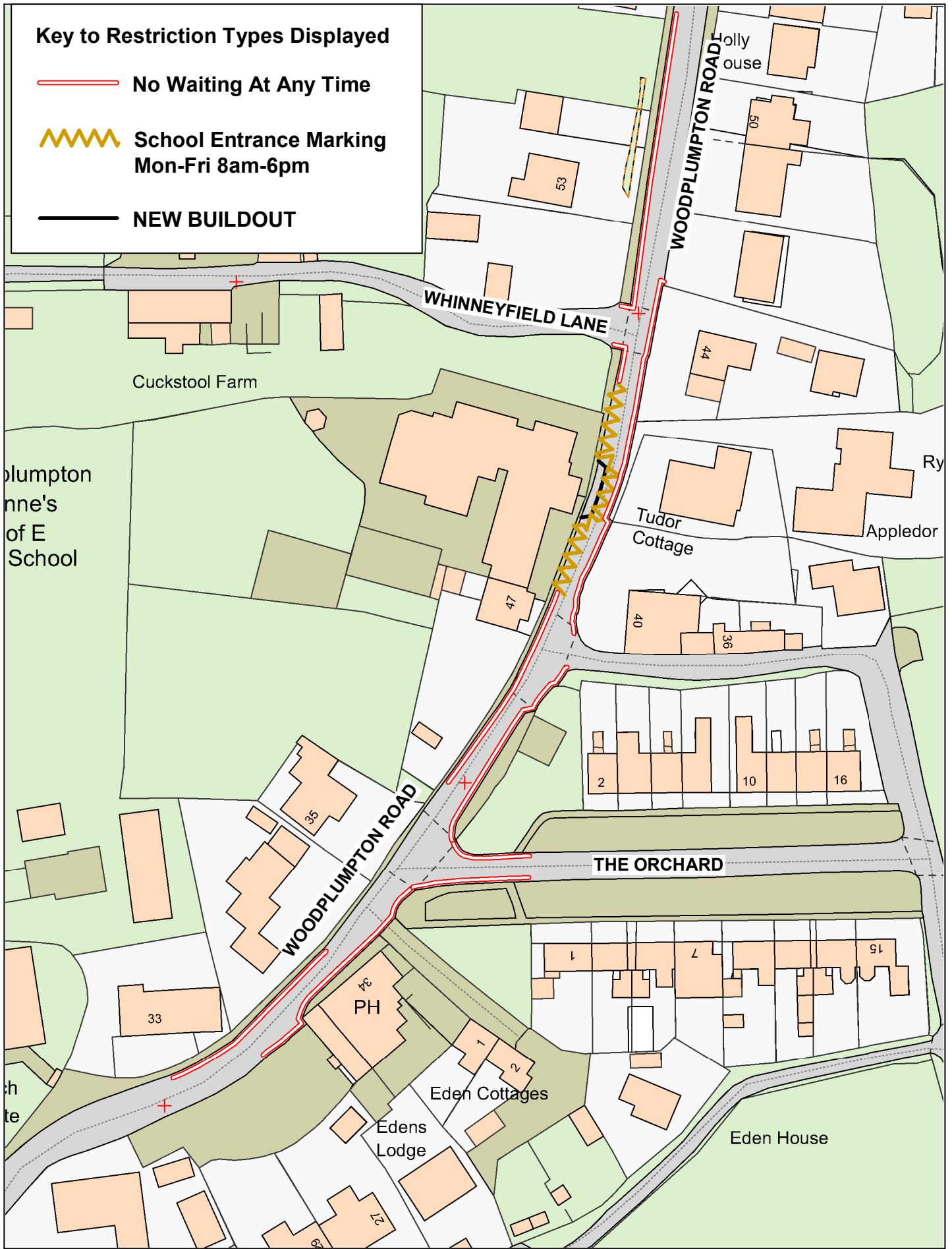
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Director of Highways  
and Transportation  
P.O. Box 100, County Hall,  
PRESTON PR1 0LD



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DRAWING No.	<b>s278/22-23(1)/AA-1</b>
DRAWN BY	<b>TJP</b>
	Scale with care as distortion may occur

**Key to Restriction Types Displayed**

-  No Waiting At Any Time
-  School Entrance Marking  
Mon-Fri 8am-6pm
-  NEW BUILDOUT



**Woodplumpton Road;  
The Orchard,  
Woodplumpton**

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SCALE	<b>1 : 1000</b>
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DRAWN BY	<b>TJP</b>
	Scale with care as distortion may occur

**Key to Restriction Types Displayed**



**No Waiting At Any Time  
Marked for Revocation**

due to removal of buildout



**Woodplumpton Road,  
Woodplumpton**

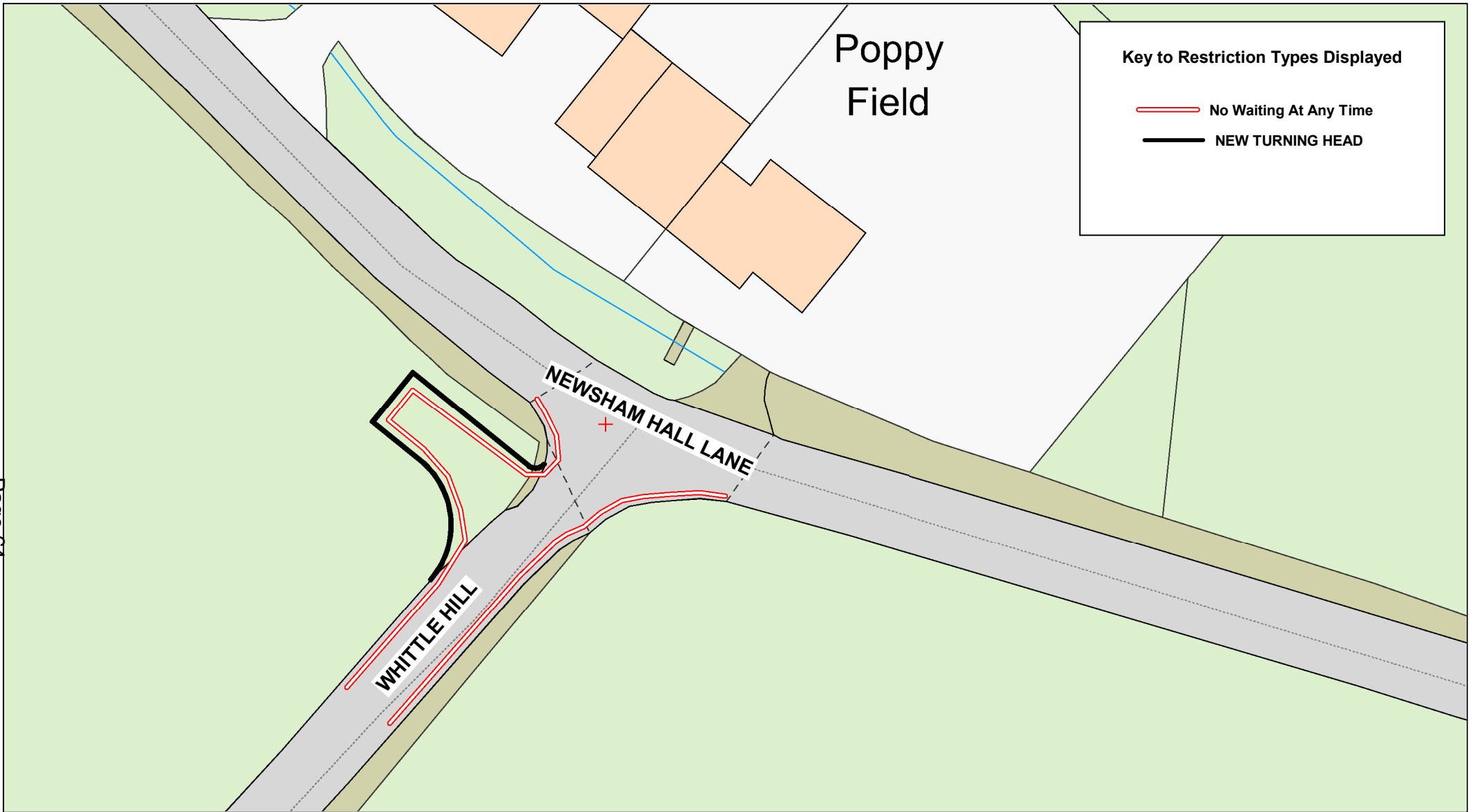


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SCALE	<b>1 : 1000</b>
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DRAWN BY	<b>TJP</b>
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**Key to Restriction Types Displayed**

 No Waiting At Any Time

 NEW TURNING HEAD



**Whittle Hill,  
Woodplumpton**



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**Director of Highways  
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DATE	<b>06/06/2022</b>
DRAWING No.	<b>s278/22-23(1)/AA-4</b>
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## ROAD TRAFFIC REGULATION ACT 1984

### LANCASHIRE COUNTY COUNCIL

#### (THE ORCHARD, WHITTLE HILL AND WOODPLUMPTON ROAD, WOODPLUMPTON, PRESTON CITY) (REVOCATION, PROHIBITION OF STOPPING ON SCHOOL KEEP CLEAR AND PROHIBITION OF WAITING) ORDER 202\*

The County Council of Lancashire ("the Council") in exercise of its powers under Sections 1, 2 and 4 of and Part IV of Schedule 9 to the Road Traffic Regulation Act 1984, as amended ("the Act") and of all other enabling powers, after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 to the Act, hereby make the following Order:-

#### 1. Definitions and Interpretation

For all the purposes of this Order the terms described in this Article shall have the meanings specified:

- a) "**Centreline**" means the centre line of a highway as shown on Ordnance Survey graphical information systems at the time that the Order was prepared;
- b) "**Civil Enforcement Officer**" means a person authorised by or on behalf of Lancashire County Council in accordance with Section 76 of the Traffic Management Act 2004;
- c) "**Disabled Person's Badge**" means a badge which was –
  - i) issued, or has effect as if issued, to a disabled person or an institution under The Disabled Persons (Badges for Motor Vehicles) (England) Regulations or under regulations having effect in Scotland or Wales under Section 21 of the Chronically Sick and Disabled Persons Act 1970; and
  - ii) has not ceased to be in force.
- d) "**Disabled Person's Vehicle**" means a Vehicle displaying a Disabled Person's Badge in the circumstances prescribed in Regulations 13, 14, 15 or 16 of The Disabled Persons (Badges for Motor Vehicles) (England) Regulations 2000;
- e) "**Parking Disc**" means a device which -
  - i) is 125 millimetres square and coloured blue, if issued on or after 1<sup>st</sup> April 2000, or orange if issued before that date;
  - ii) has been issued by a local authority and has not ceased to be valid; and
  - iii) is capable of showing the quarter hour period during which a period of waiting has begun.
- f) "**Penalty Charge Notice**" means a notice served by a Civil Enforcement Officer pursuant to the provisions of section 78 of the 2004 Act and supporting regulations;
- g) A Vehicle displays a Parking Disc in the "**Relevant Position**" if -
  - i) the disc is exhibited on the dashboard or fascia of the Vehicle; or
  - ii) where the Vehicle does not have a dashboard or fascia, the disc is exhibited in a conspicuous position on the Vehicle, so that when marked to show the quarter hour period during which a period of waiting began that period is clearly legible from the outside of the Vehicle.

- h) **"School Keep Clear"** Part of a carriageway outside a School as described in Article 4 to this order where Vehicles shall not stop or wait, and indicated by a road marking approved by the department for transport;
- i) **"Vehicle"** means a motor vehicle, a passenger vehicle, a dual-purpose vehicle, a goods vehicle, a motorcycle or an invalid carriage or any other vehicle of any description whether drawn or propelled along a road by animal or mechanical power.

## **2. Revocation**

- a) Those parts of the "Lancashire County Council (Preston Area) (On Street Parking Places, Prohibition and Restriction of Waiting) Consolidation Order 2009", as set out in Schedule 1a to this Order, are hereby revoked.
- b) Those parts of the "Lancashire County Council (Preston City Area) (Revocation and Prohibition of Stopping on School Entrance Markings) Order 2011", as set out in Schedule 1b to this Order, are hereby revoked.
- c) The "Lancashire County Council (B5411 Woodplumpton Road, Woodplumpton, Preston City) (Prohibition of Waiting) Order 2009" is hereby revoked in full.

## **3. Prohibition of Waiting**

Save as in hereinafter provided, no person shall, except upon the direction or with the permission of a police constable in uniform, or a Civil Enforcement Officer, cause or permit any Vehicle to wait, at any time, on any day, in the lengths of road set out in Schedule 2 to this Order.

## **4. Prohibition of Stopping on School Keep Clear Markings**

Save as is hereinafter provided, no person shall, except upon the direction or with the permission of a police constable in uniform, or a Civil Enforcement Officer, cause or permit any Vehicle, to stop or wait from Monday to Friday inclusively, between 08:00 and 18:00, in the length of road set out in Schedule 3 to this order.

## **5. General Exemptions**

Nothing in Articles 3 or 4 to this Order shall render it unlawful to cause or permit any Vehicle to wait in the lengths of road referred to therein for so long as may be necessary to enable:-

- a) the Vehicle, if it cannot conveniently be used for such purpose in any other road to be used in connection with any of the following:-
  - i) building, industrial or demolition operations;
  - ii) the removal of any obstruction to traffic;
  - iii) the maintenance, improvement or reconstruction of the said lengths of roads;
  - iv) the laying, erection, alteration or repair in or in land adjacent to the said lengths of road of any sewer or of any main, pipe or apparatus or the exercise of any other statutory power or duty for the maintenance and supply of gas, water or electricity or of any telecommunications system as defined in Section 4 of the Telecommunications Act 1984.
- b) the Vehicle to be used for the purposes of a local authority in pursuance of statutory powers or duties if it cannot conveniently be used for such purpose in any other road;

- c) The Vehicle to be used for fire brigade, ambulance or police purposes in pursuance of statutory powers or duties.

### **6. Exemptions specific to Article 3**

Nothing in Article 3 to this Order shall render it unlawful to cause or permit any Vehicle to wait in the lengths of road referred to therein for so long as may be necessary to enable:-

- a) a person to board or alight from the Vehicle;
- b) goods to be loaded on to or unloaded from the Vehicle;
- c) a Royal Mail liveried Vehicle to be used for delivering or collecting postal packets in accordance with the statutory provisions as defined in the Postal Services Act 2000;
- d) The Vehicle to wait at or near to any premises situated on or adjacent to the said length of road for so long as such waiting by the Vehicle is reasonably necessary in connection with any wedding or funeral.

### **7. Exemptions for Disabled Person's Vehicles**

Nothing in Article 3 of this Order shall render it unlawful to cause or permit any Vehicle to wait in the lengths of road referred to therein for a period not exceeding three hours (not being a period separated by an interval of less than one hour from a previous period of waiting by the same Vehicle in the same length of road on the same day) if the Vehicle is a Disabled Person's Vehicle which displays in the Relevant Position both a Disabled Person's Badge and a Parking Disc marked to show the quarter hour period during which the period of waiting began.

### **8. Additional Exemptions**

Nothing in Articles 3 or 4 of this Order shall render it unlawful to cause or permit any Vehicle to wait, in the lengths of road referred to therein When the person in control of the Vehicle:-

- a) is required by law to stop;
- b) is obliged to stop in order to avoid an accident; or
- c) is prevented from proceeding along the road due to circumstances beyond his/her control

### **9. Miscellaneous**

The prohibitions imposed by this Order shall be in addition to and not in derogation of any restrictions or requirements imposed by any regulations made, or having effect as if made, under the Act or by or under any other enactment.

### **10. Effect of Contravention**

Failure by a person to comply with any prohibition or restriction contained within this order or any subsequent orders shall constitute a contravention of the same and shall result in the issue by Lancashire County Council and/or its agents of a Penalty Charge Notice which shall be payable by such persons in accordance with the legislation.

## **11. Commencement of Order**

This Order shall come into force on the \*<sup>th</sup> day of \*\*\*\*\* 202\* and may be cited as the "Lancashire County Council (The Orchard, Whittle Hill And Woodplumpton Road, Woodplumpton, Preston City) (Revocation, Prohibition Of Stopping On School Keep Clear And Prohibition Of Waiting) Order 202\*".

Dated this \*\* day of \*\*\*\* 202\*

THE COMMON SEAL of the Lancashire County Council was hereunto affixed pursuant to the Scheme of Delegation to Chief Officers **OR** following a decision made on \*\*/\*\*/\*\*\*\* by The Cabinet

Authorised Signatory



### **Schedule 1a – Revocation**

Schedule 11.048.

### **Schedule 1b - Revocation**

Item (52) of Schedule 2.

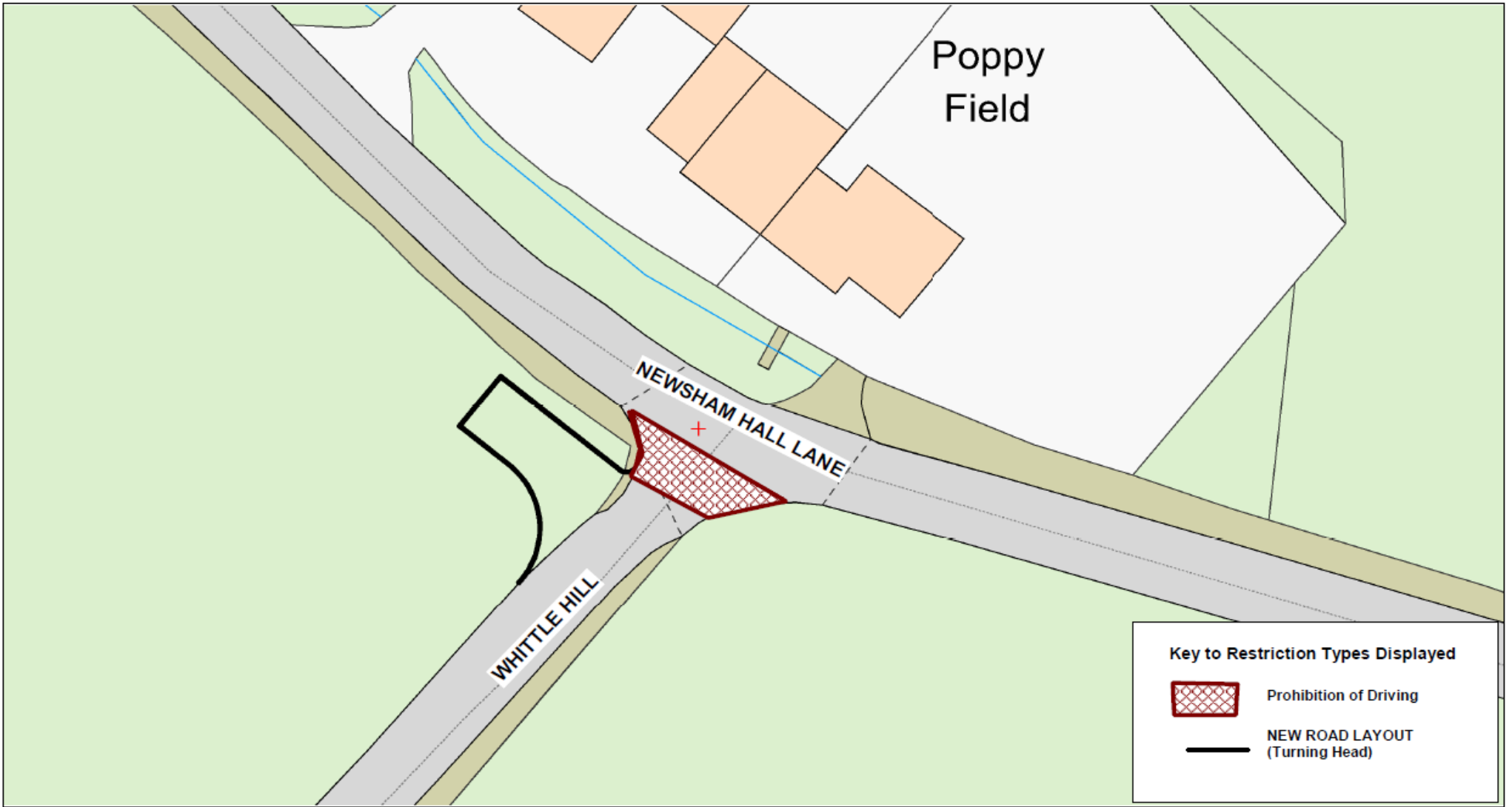
### **Schedule 2 - Prohibition Of Waiting At Any Time**

- a) The Orchard, Woodplumpton, both sides, from its junction with the Centreline of Woodplumpton Road for a distance of 27 metres in an easterly direction.
- b) Whittle Hill, Woodplumpton, both sides, from its junction with the Centreline of Newsham Hall Lane for a distance of 38 metres in a south westerly direction, including the turning head.
- c) Woodplumpton Road, Woodplumpton, both sides, from a point 26.5 metres north of its junction with the Centreline of Plumpton Field for a distance of 40 metres in a northerly direction.
- d) Woodplumpton Road, Woodplumpton, both sides, from a point 221 metres south of its junction with the Centreline of Whittle Hill for a distance of 40 metres in a southerly direction.
- e) Woodplumpton Road, Woodplumpton, both sides, from a point 97 metres north of its junction with the Centreline of Tabley Lane for a distance of 40 metres in a northerly direction.
- f) Woodplumpton Road, Woodplumpton, both sides, from a point 126.5 metres south of its junction with the Centreline of Whittle Hill for a distance of 40 metres in a southerly direction.
- g) Woodplumpton Road, Woodplumpton, the east side, from a point 11 metres north of its junction with the Centreline of Whinneyfield Lane to a point 46 metres southwest of its junction with the Centreline of The Orchard.
- h) Woodplumpton Road, Woodplumpton, the north west side, from a point 22 metres southwest of its junction with the Centreline of The Orchard for a distance of 40 metres in a south westerly direction.
- i) Woodplumpton Road, Woodplumpton, the north west side, from a point 20 metres northeast of its junction with the Centreline of The Orchard for a distance of 45 metres in a north easterly direction.
- j) Woodplumpton Road, Woodplumpton, the west side, from a point 108.55 metres north of its junction with the Centreline of The Orchard for a distance of 75 metres in a northerly direction.

### **Schedule 3 - Prohibition Of Stopping On School Keep Clear Markings**

Woodplumpton Road, Woodplumpton, the west side, from a point 65 metres northeast of its junction with the Centreline of The Orchard for a distance of 43.55 metres in a general northerly direction.





**Key to Restriction Types Displayed**

-  Prohibition of Driving
-  NEW ROAD LAYOUT (Turning Head)

**Lancashire**  
County Council



**Whittle Hill,  
Woodplumpton**



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**Phil Durnell**  
**Director of Highways  
and Transportation**

P.O. Box 100, County Hall,  
PRESTON PR1 0LD

SCALE	1 : 500
DATE	24/05/2022
DRAWING No.	s278/22-23(1)/AA-PoD
DRAWN BY	TJP
	Scale with care as distortion may occur



Appendix I

**ROAD TRAFFIC REGULATION ACT 1984**  
**LANCASHIRE COUNTY COUNCIL**  
**(WHITTLE HILL, WOODPLUMPTON, PRESTON CITY)**  
**(PROHIBITION OF DRIVING EXCEPT CYCLES) ORDER 202\***

The County Council of Lancashire ("the Council") in exercise of its powers under Sections 1, 2 and 4 and 92 of the Road Traffic Regulation Act 1984, as amended ("the Act") and of all other enabling powers, after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 to the Act, hereby make the following Order: -

**1. Definitions and Interpretation**

For all the purposes of this Order the terms described in this Article shall have the meanings specified:

- a) "**Vehicle**" means a motor vehicle, a passenger vehicle, a dual-purpose vehicle, a goods vehicle, a motorcycle or an invalid carriage or any other vehicle of any description whether drawn or propelled along a road by animal or mechanical power;
- b) "**Pedal Cycle**" means a unicycle, bicycle, tricycle, or cycle having four or more wheels, not being in any case mechanically propelled unless it is an electrically assisted pedal cycle of such class as is to be treated as not being a motor vehicle for the purposes of the 1984 Act.

**2. Prohibition of Driving (Except Pedal Cycles)**

Save as is hereinafter provided, no person shall, except upon the direction or with the permission of a police constable in uniform, cause or permit any Vehicle, except a Pedal Cycle, to proceed along the lengths of road referred to in the Schedule to this Order. This prohibition includes an obstruction in accordance with Section 92 of the Road Traffic Regulation Act 1984.

**3. Exemptions**

Nothing in Article 2 of this Order shall render it unlawful to cause or permit any Vehicle to travel along any part of the lengths of road referred to therein for so long as may be necessary to enable:

- a) the Vehicle to be used for fire brigade, ambulance or police purposes in pursuance of statutory powers or duties;
- b) the Vehicle to be used for the purposes of a local authority in pursuance of statutory powers or duties if it cannot conveniently be used for such purpose in any other road;
- c) the Vehicle, if it cannot conveniently be used for such purpose in any other road to be used in connection with any of the following:-
  - i) building, industrial or demolition operations;
  - ii) the removal of any obstruction to traffic;
  - iii) the maintenance, improvement or reconstruction of the said lengths of roads;
  - iv) the laying, erection, alteration or repair in or in land adjacent to the said lengths of road of any sewer or of any main, pipe or apparatus or the exercise of any other statutory power or duty for the maintenance and supply of gas, water or electricity or of any telecommunications system as defined in Section 4 of the Telecommunications Act 1984.

**4. Miscellaneous**

The prohibitions imposed by this Order shall be in addition to and not in derogation of any restrictions or requirements imposed by any regulations made, or having effect as if made, under the Act or by or under any other enactment.

**5. Commencement of Order**

This Order shall come into force on the \*\*\*\*\* 202\* and may be cited as the "Lancashire County Council (Whittle Hill, Woodplumpton, Preston City) (Prohibition Of Driving Except Cycles) Order 202\*".

Dated this \*\* day of \*\*\*\*\* 202\*.

THE COMMON SEAL of the Lancashire County Council was hereunto affixed pursuant to the Scheme of Delegation to Chief Officers **OR** following a decision made on the \*\* day of \*\* 202\* by The Cabinet

Authorised Signatory

**Schedule – Prohibition of Driving (Except Pedal Cycles)**

Whittle Hill, Woodplumpton, at its junction with Newsham Hall Lane, from a point in line with the north easterly kerb line for a distance of 5 metres in a south westerly direction.





**Report to the Cabinet**

Meeting to be held on Thursday, 6 October 2022

**Report of the Director of Adults Disability and Care Services**

**Part I**

Electoral Division affected:  
(All Divisions);

**Corporate Priorities:**  
Caring for the vulnerable;

**Adult Social Care Winter Plan 2022/23**

(Appendix 'A' refers)

Contact for further information:

Sue Lott, Tel: (01772) 538230, Head of Service Adult Social Care – Urgent Care, Acute and Prisons, sue.lott@lancashire.gov.uk

**Brief Summary**

The Lancashire County Council Adult Social Care Winter Plan has been updated for 2022/23, to reflect the services in place and the social care planning and response to winter pressures.

This winter is anticipated to be one that is significantly more challenging than the last 2 years, and the plan includes information about various actions being taken across the winter period, and the proposed social care capacity enhancements to provide resilience and system support.

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

**Recommendation**

Cabinet is asked to:

- (i) Approve the Lancashire County Council Adult Social Care Winter Plan for 2022/23, as set out at Appendix 'A'.
- (ii) Support the ongoing work of Adult Social Care to ensure people who need social care support across the winter period get the right support for them at the right time, in the context of the continuing pressures across social care and NHS and the challenges across the care sector.

## Detail

Winter planning is a necessary and critical part of business planning, to set out business continuity and managing major areas of risk during what is a pressured season of the year.

This year's Adult Social Care Winter Plan, as set out at Appendix 'A', has required the county council to take account of the continued challenges and pressures across the health and social care sector, as well as recognising the potential impact of the cost of living increases.

The challenges across the social care market remain significant and planning needs to focus on not destabilising the sector. The position in Lancashire mirrors the regional and national position and is resulting in significant challenges across various parts of the county. Demand for social care has also increased, and Lancashire County Council is currently commissioning just over 3,000 care hours a week more than in October 2021. Further workforce risks may also materialise across the coming months linked to cost of living increases. The growing risk to ensuring that there is sufficient capacity to meet peoples' needs, keep people safe and ensure continued 'flow' across the system is not to be underestimated, and will be exacerbated through the winter months.

The updated Lancashire County Council Adult Social Care Winter Plan 2022/23 formally comes into effect from 1 October 2022 and will run until 15 April 2023, to incorporate resilience across the Easter period. The plan sets out the range of actions and service capacity enhancements put in place to support social care resilience, as well as to support the effective delivery of health and care services across the winter period. The Plan includes information on how some existing services support winter challenges and the support in place to prevent the transmission of infection, as well as setting out additional service capacity in critical services such as crisis support and reablement to support people in their own homes. The Plan also sets out how Adult Social Care will work with the NHS and other partners to support people to leave hospital as soon as they are ready, or to remain in their own home as independently as possible, with the right care and support at the right time.

Adult Social Care will continue to work with each key partner on winter resilience and contingency actions. Where appropriate, a pan Lancashire approach will be undertaken to maximise system resilience and the benefits of the deployment of resources.

Funding has been identified through flexible use of the short term Improved Better Care Fund winter monies, plus other short term funding such as Contain Outbreak Management Fund grants. Delivery, spend and performance will be monitored throughout the implementation of the Adult Social Care Winter Plan.

The plan will be shared both internally within the county council and with each Accident & Emergency Delivery Board across Lancashire, for inclusion in the system wide winter planning and delivery reporting.



## **Consultations**

The plan has been developed in consultation with relevant teams and key individuals within Lancashire County Council and key external partners. Winter planning overall has taken place within each Place Based Partnership and across the Integrated Care System.

## **Implications:**

This item has the following implications, as indicated:

## **Risk management**

The Adult Social Care Winter Plan will be subject to monitoring throughout the winter period, to ensure its full delivery and the achievement of key outcomes.

The key risks for Adult Social Care include:

- Recruitment – recognising the possible challenges of recruiting additional staff, the plan does not rely heavily on staff based schemes.
- Risk of further fragility in the care market and disruptions to peoples' care and support.
- Impact from any further periods of increased COVID-19 restrictions.
- Impact of the cost of living increases.
- There is significant demand for Adult Social Care staff to attend meetings on the planning of collaborative work, which is drawing them away from delivering on critical elements across the pressured winter period.
- Unintended consequences of decisions made by one organisation adversely impacting on another.

Mitigating actions have been set out in relation to key risks. The Adult Social Care and Health Partnership will be holding the ring around social care delivery and partnership working across the winter period, and this is chaired by the Executive Director for Adult Services, Health and Wellbeing at Lancashire County Council. The Partnership is working to ensure it operates together as one collaborative system, and to ensure there are no unintended consequences of decisions made by one organisation impacting on another, either financially or in terms of workforce moves.

## **Financial**

The planned spend on additional staffing and additional service/care capacity is:

- Flexible use of Improved Better Care Fund winter related funding; and
- Flexibly funding of some elements through use of the Covid Outbreak Management Fund, as appropriate to the regulations.

## List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A



# Lancashire County Council

## Adult Social Care

### **Winter Plan 2022/23**

Author: Sue Lott, Head of Service

Date 16th September 2022

Version: Final (V3)



## Document Version Control

Version	Issue Date	Changes from Previous Version	Approver's Name	Approver's Title	Sent To	Date Sent
V1		Various amendments made and additional information inserted	Sue Lott		Paul Lee, key subject experts	16.08.2022
V2		Updated with comments /amendments	Sue Lott		Louise Taylor, key subject experts	14.09.2022
V3	16.9.2022	Clearance			Exec Directors, Head of Finance, key subject experts	16.09.2022
Final	16.9.2022					



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## 1. Introduction

The Lancashire County Council (LCC) Adult Social Care Winter Plan is a necessary and critical part of business continuity planning to set out continuity actions, key risks and mitigations, and the management of these during what is typically a more pressured part of the year. Adult Social Care are focussed on ensuring we are as prepared as possible to meet the likely challenges of winter, as well as delivering year-round resilience. This year's Winter Plan has required the Authority to take account of: -

- the continued challenges and pressures across the health and social care sector in relation to learning to live with Covid-19
- the likely resurgence of winter Flu
- significant and sustained pressure across the care market
- Sustained workforce challenges including recruitment, retention and fatigued staff who have experienced no real reduction in pressure since the start of the pandemic

The challenges this year are highly likely to be further exacerbated by the cost of living increases which will impact on staff and citizens; increasing the risks to being able to deliver safe care where and when it's needed and to people being able to keep themselves warm and well and maintain their health and wellbeing.

The challenges across the care market are sustained, with the position in Lancashire continuing to mirror the regional and national picture. The impact varies across Lancashire, and the Authority is continuing to work together with care providers and local partners on mitigating actions. Ensuring that there is sufficient capacity to meet peoples' needs, keep people safe and enabling continued 'flow' across the system is not to be underestimated and likely to be exacerbated through the winter months.

The Lancashire County Council Winter Plan for Adult Social Care formally comes into operational effect from 1<sup>st</sup> October 2022 and will run until the 15<sup>th</sup> April 2023 incorporating resilience across the Easter period.

Across the last 2-3 years Adult Social Care has continued to build capacity into some of the critical short term intervention services such as crisis support and Reablement, to better meet the needs of Lancashire residents who need them. This gives us an improved foundation for our winter planning this year, although it should be noted that a significant element remains funded via short term monies presenting delivery risks beyond 2022/23.

We know that this year will potentially be one of the most challenging health and social care have faced in recent times. We continue to live with Covid-19, plus it is anticipated that we will see a likely resurgence of the flu virus this winter. These pressures, coupled with the continued significant workforce challenges across the social care sector, mean that planning is more complicated than ever before. The health and social care workforce are fatigued from the relentlessness of the response to the pandemic. Recruitment, retention, and staff wellbeing are of paramount importance and concern. Therefore, winter resilience this year is as much if not more about ensuring stability of what we already have, as it is about creating additional support. Given the pressures, our resilience planning cannot be dependent on recruiting additional staff.

On the 1<sup>st</sup> July 2022, the Lancashire & South Cumbria Integrated Care Board (ICB) was created, as set out in the Health and Care Act (2022). This changed the shape and



infrastructure of the NHS locally, consolidating the Clinical Commissioning Groups in the one ICB. The ICB also undertook a review of the existing 'Place' boundaries, and the decision has now been taken to move from the existing 5 'Place Based Partnerships' to 4 Places that will be coterminous with the 4 Upper Tier Local Authorities. Lancashire County Council continue to work with local NHS partners to resilience plan, and will adapt and shape partnerships, planning and delivery in collaboration with the ICB as people come into post and governance and partnership infrastructure is established.

Within our LCC Adult Social Care Winter Plan, the focus remains on ensuring we can deliver high quality and responsive services that enable people to maximise their independence, leave hospital as soon as they no longer need a hospital bed or avoid an unnecessary admission, and remain living in their own home for as long as possible. The plan also sets out the risks to Adult Social Care being able to achieve this, and the mitigating actions to be taken.

Adult Social Care encompasses various care and social work services and operates 24/7 365 days a year. Many care services operate continuously, ensuring that people who need care and support get it at the level they need and at the time they need it. In supporting people who need social care assessments, 7-day working (except Christmas Day where the demand for planned assessments is negligible) is in place across several teams working around hospital discharge and admission avoidance, plus the Mental Health AMHP (Approved Mental Health Professional) team operate a 24/7 service. Outside of these hours, the Emergency Duty Team for social care responds to urgent situations.

The LCC Adult Social Care Winter Plan dated 16<sup>th</sup> September 2022 has been signed off by the Adult Services Senior Leadership Team, endorsed by Cabinet and shared with relevant managers and staff within the Council. The Plan has been shared with the NHS, care sector providers and other partners locally.

The range of measures and actions set out in the plan and delivery against it will be monitored on a regular basis by the LCC Adult Social Care Winter Board, which will also agree further mitigating actions where required.

Any significant amendments will be communicated via the issue of an updated version

## **2. Planning Context (including risk)**

In addition to the usual considerations of winter and the extra demand that the time of year places on social care, there are several additional factors and risks that have been taken into consideration and influenced the planning for this year.

These include:

### **COVID-19**

We are now in the phase of living with COVID-19, in line with the Government guidance issued in February 2022, COVID-19 Response: Living with COVID-19. This guidance, which is underpinned by the vaccination programme, set out the Government's plan for removing legal restrictions, maintaining resilience and protecting people most vulnerable to COVID-19.

The Winter Plan has been developed against the additional pressures that delivering services in the context of COVID-19's continued presence creates for LCC, the NHS and social care providers.

### **Care Market Challenges**

The challenges in this sector are seen nationally, and regionally the picture is similar across all North West Local Authorities.

Locally in Lancashire, the pressures are multifactorial including a further increase in homecare with **88,491** commissioned care hours (July 2022) being delivered per week to people in comparison to 85,460 commissioned care hours per week being delivered on the October 2021 snapshot date. This shows a significant growth in both demand and provision, but in the context of the underlying challenges cross the social care sector it demonstrates the need to continue to ensure that care is not over-provided (thus reducing people's independence) in order to have care and support capacity available for people in need of it.

Some of the underlying contributory factors to the care market challenges include:

- a) Competition from other sectors on pay, terms and conditions, career progression
- b) Better pay and staff benefits in NHS attracts staff in that direction
- c) Challenges of the job
- d) Reflections of social care in the media
- e) Self isolation episodes

Risks also exist in relation to the financial uncertainty for many providers, both because of the effects of the pandemic but also future demand for their services as peoples' needs and expectations change. The Council have this year agreed uplifts broadly averaging between 5-6% to care providers delivering commissioned care.

The Council has commenced a Fair Cost of Care exercise which is required of all local authorities with adult social care responsibilities as part of the Social Care Reforms. The exercise is designed to determine a 'fair cost of care' for home care to over 18s and for residential/nursing care to over 65s. The information gathered will inform a Market Sustainability Plan to identify risks in the adult social care market and form an action plan to mitigate them. The initial outputs from this exercise are to be submitted to DHSC by 14<sup>th</sup> October 2022.

Supporting the stability of the care market remains a priority for the Council within the means and options available to us. Responding to uncertainties in how the care market may operate in the months ahead, and the difficulties in reliably estimating demand and capacity in the context of so many other variables make planning a challenge.

The risks of some providers ceasing to operate altogether, or because of workforce capacity needing to reduce the level of service they provide remains a key risk across the coming months, particularly against the backdrop of the cost of living increases.

### **Demand and Complexity**

Adult Social Care continue to see increased demand and more people with more complex needs requiring assessment and support.

Waiting times for both social care and occupational therapy assessments have increased across Adult Social Care, in part due to the increasing demand and complexity of

peoples' needs and circumstances. A focussed and costed plan is currently in place and being delivered to reduce the number of people awaiting assessment. This may well have further impact on the requirement for, and capacity of, care hours

In addition, through the national hospital discharge policy many more people are now discharged earlier and with a higher level of need than they would previously have been. This adds additional pressures to Adult Social Care both in terms of assessment capacity but also in terms of sufficiency of social care provision in the community.

Adult Social Care has remained in 'response mode' even in moving out of the pandemic, given the many competing risks and challenges now and across the coming months. Mitigating actions remain in place and will continue to be reviewed across the winter period.

### **NHS Winter Planning**

The NHS locally, submits in collaboration with key partners at Place Based Partnership and ICS levels, winter planning templates. The templates set out key risks and actions to be taken in respect of demand, capacity, workforce, admission avoidance, hospital exit flow and external events. Additionally, the plans are complimented by urgent care recovery plans.

### **Discharge to Assess (D2A)**

Section 91 of the Health and Care Act came into force on 1 July 2022, revoking procedural Delayed Transfers of Care requirements contained Schedule 3 to the Care Act 2014. D2A is the preferred model but not mandated, and the national guidance Hospital Discharge and Community Support Guidance (March 2022) sets out good practice and expectations. Discharges should happen within the same day, ideally within 2 hours. All discharges must be safe.

### **2 Hour Urgent Care Response**

The NHS locally has implemented a 2-hour Crisis Response service in line with national requirements. The service is delivered across Lancashire & South Cumbria and provides an 8am-8pm 2hr urgent care response to people aged 18+ who are experiencing a crisis that needs an urgent NHS community intervention to be able to remain in their own home and avoid a hospital admission. This includes people who reside in a Care Home.

The guidance also includes a 2-hour response where there is a breakdown in informal caring arrangements.

So far, the additional call on social care services has been manageable, however this continues to be closely monitored given the potential impact on the care market.

### **Virtual Wards**

This is a national NHS initiative that enables people (where clinically appropriate) who would otherwise be in hospital to get the healthcare they need at home, safely and conveniently. Acute care, monitoring and treatment is provided alongside wrap around support, and plans are in place for a phased implementation of 'virtual ward beds' across Lancashire and South Cumbria.

It is likely there will be a requirement for social care support for many people in the virtual ward, and discussions are taking place to model what the demand may be and what services may be needed to support people.

### **NHS Hospital Bed Pressures**

Bed modelling shows an anticipated significant bed pressure in each of the local hospitals, and plans are in place to mitigate against these as far as possible. Adult Social Care are working collaboratively with NHS partners to mitigate pressures, including the reduction in the number of people who have 'No Criteria to Reside' and no longer need a hospital bed but have not been discharged in a timely way.

### **Workforce**

Requirement to consider recruitment and retention both for new or expanded services, along with the resilience and wellbeing of staff which could further impact on already fragile services. Issues such as vacancies, absences, and high turnover present greater risks around delivery of safe care, service capacity to meet demand plus the best outcomes for people.

### **Mental Health**

Demand for mental health services has already increased significantly as a result of the pandemic and its impact on peoples' lives. Winter and the other pressures listed here are likely to add to that demand both for in-patient services, for safe and speedy discharges and for community services.

### **Collaborative Planning**

We have worked in collaboration with key partners to develop our winter plan, including the NHS, the 3<sup>rd</sup> Sector, and providers across the care market. In turn, we have collaborated with the NHS and key partners in the development of the Place Based Partnership and ICS system plans. Our Adult Social Care Plan is not limited to only those people who receive Local Authority funded care, but also ensures that key actions apply to those who fund their own care. We have also detailed the support offered to informal carers.

Across the winter period and beyond we will continue to work closely with partners, in particular the care market to ensure that relevant advice and guidance is promoted and implemented, and where appropriate localised flexibility is applied.

### **Cost of Living Increases**

It is expected that there will be an impact on people, the NHS and Social Care as a result of the current economic position. The Adult Social Care Plan sets out the risks to peoples' health and wellbeing as well as the delivery of safe and timely care.

### **3. Aims and Objectives**

The aims and objectives of the Lancashire County Council Adult Social Care Winter Plan are:

- To ensure that the Lancashire County Council Adult Social Care Winter Plan sets out how we will meet the needs of citizens who require social care across the winter period
- Within the context of the pressured position of the social care system, ensure as far as possible the provision of social care services of a sufficient volume and quality to keep people safe and supported, and that have a focus on maximising independence
- To maximise adult social care resilience, and support wellbeing, both across the care market and in the Lancashire County Council adult social care assessment and support teams
- Identify, mitigate, and minimise risks across the social care system, and work collaboratively with partners to reduce risks
- Ensure that people are supported in a safe and COVID secure way, with the right services of a high quality available in a timely way
- Ensure that the overriding principle of 'home first' i.e., people should be able to remain in or return to their own home wherever possible, is maintained throughout all decision making at individual and wider commissioning levels
- Continue to maintain the balance between reducing the risks of infection, transmission and responding to the need for people to receive care and support
- Continue to operate within and follow Government guidance and direction relating to covid-19
- Ensure care is provided in a way that supports people to remain connected with families and loved ones, supports emotional wellbeing, and reduces loneliness
- Have due regard and take relevant actions in relation to individuals and communities who may be more susceptible to infections and illness across the winter period
- Incorporate into resilience planning the potential impacts of the cost of living increases on people, services and staff.

The following sections highlight the activity/work taking place across several key areas to meet the aims and objectives stated above.

### **4. Preventing and Controlling the Spread of Infection Within Social Care**

Whilst we are living with Covid-19, and certain precautions and actions must be taken, Infection Prevention and Control teams are also overseeing mitigating actions for other infections and illnesses across this winter.

All care providers are registered as being compliant with the [Code of Practice on the prevention and control of infections](#) and the Infection Prevention Team at Lancashire County Council support all providers to ensure that they meet the criteria. This ensures that care is provided in an appropriate environment with all appropriate standards in place to prevent a wide range of infections.

#### **Provider Engagement & Guidance**

Key messages on Infection Prevention & Control information and guidance have been shared via provider webinars, the on-line provider portal, Twitter and a dedicated webpage on the Council intranet and internet.

## **COVID-19**

As national COVID-19 regulations and requirements have started to relax, the LCC Infection Prevention and Control Team have continued to support providers where needed with working safely, lifting visiting restrictions in care homes, and managing COVID-19 outbreaks and onward recovery.

Covid-19 plans remain in place at a whole population level in relation to response to covid-19 outbreaks and options that can be taken where appropriate and necessary to contain and reduce transmission.

## **Flu**

As we move into the winter period, the prevalence of flu increases. There is a real possibility that the impact of flu will be greater this year due to the very low levels seen during the last 2 winters and therefore peoples' lower immunity to it plus the higher levels of social interaction of people through the lifting of COVID-19 restrictions.

In response, the Government are setting off the largest ever flu campaign, encouraging everyone who is eligible to take up the flu vaccine alongside the Covid-19 booster jab. This information and reminders to take up the vaccine has been promoted to all care providers through the regular provider webinar.

In addition to the national programme, LCC Health Protection Service will be undertaking an annual workforce programme including briefings to encourage and increase protection across our own staff. For those staff under 50 years old and aren't in one of the high risk groups, the County Council will offer the option to reimburse staff the cost of the vaccine. All staff across Adult Social Care have been encouraged to take up the seasonal flu vaccine to support keeping our teams well over winter.

Local authorities have a responsibility to provide information and advice to relevant bodies within their areas, to protect the health of the population and the Lancashire County Council Flu Team provide this advice and support along with other actions to increase uptake of the vaccine.

## **5. Service Stability and Additional Capacity**

Across the last few years, work has taken place to bring some stability to the workforce and critical services where they are funded by temporary or non-recurrent monies, moving many of them to a sustainable footing on a low risk basis. For Lancashire County Council, this gives a greater level of year-round resilience by posts being more attractive to prospective applicants as they are on a permanent contract, resulting in lower turnover of staff.

The Council's intermediate care services such as 'crisis support' and 'Reablement' are currently being re-procured. In advance of the new services being in place plans have been developed to look at what may be required in terms of additional social care capacity within the financial envelope available, and also what is realistic for the care providers to deliver given the significant pressures across the care market and the challenges with recruitment and retention.

See **Appendix A** for of the table of additional winter capacity. These include:

### **Crisis & Reablement Hours**

An additional 550 Crisis/Home First hours per week across the winter period have been identified to support people to remain in their own home who are at risk of hospital or residential care admission without urgent support, or to be discharged quickly from hospital. The support is provided for up to 72 hours (or 5 days on discharge from hospital) and can be anything from a one-off hour to continuous support.

An additional 336 'crisis plus' hours (24/7 support for up to 7 days in the person's own home) per week across the winter period have been identified to enable Adult Social Care to offer enhanced support to those people who have more complicated urgent social care needs and would otherwise be facing an unnecessary admission to a Care Home. The additional hours will enable people to remain in their own home for longer, plus where appropriate they will also enable more rapid hospital discharge and support the avoidance of delays.

An additional up to 500 Reablement hours per week across the winter period have been identified if required in anticipation of more people being discharged from hospital more quickly. Delivery is wholly dependent on the provider's capacity to staff up to this level. As the demand on community services grows, the need to maximise peoples' independence becomes ever more critical, and enhanced service provision may well be required on a long term basis in line with the Lancashire and South Cumbria Intermediate Care Programme.

### **Residential Rehab/Community Beds**

Work is underway to maximise the use of the existing 115 residential rehabilitation beds provided by Lancashire County Council's Older People's Care Services across the county. Several schemes/actions are in progress: -

- **Single Handed Care** - equipment has been purchased for the units and ceiling track hoists are being installed in 20 rooms across the county to support safer and more independent transfers for people with more complex needs.
- **Training** - The Lancashire County Council Moving with Dignity Team are providing a training programme in single handed care to all staff working in the rehabilitation units, as well as to the NHS therapists who work in them
- **Referral Coordinators** – 3 posts have been set up and will take on the receipt, triage, admission confirmation and decision communication across all the residential rehab units, to aid speed and consistency of response.
- **Higher Dependency Beds** – The service will undertake a test of concept in one rehab unit, Meadowfield, exploring reducing the overall number of beds but increasing the number of people with higher dependency needs the service can support at any one time. This is in line with demand and complexity of needs profiling
- **Outreach** - The service will undertake a test of concept across winter, trialling outreach on a small scale to continue the support to people who are ready to return home from a residential rehab unit but would benefit from a continuation of the reablement support in their own home for a short time. This will provide better continuity of support for people, plus release some Reablement hours.

- **Admissions Support Across 7 Days** – to bolster management resilience to be able to avoid closures to admissions, and support across 7 days, additional senior care support to be put in place
- **Temporary Beds** - A small number of beds ringfenced in some of Lancashire County Council's Older People's Care Services' residential care homes to support the care market challenges and 'bridge the gap' where people need to leave hospital but there is no care immediately available.

Some care home beds across the independent sector have been block booked by the NHS in some parts of the county, and where these are in place the Lancashire County Council Intermediate Care Allocation Team (ICAT)/Central Allocation To Care & Health (CATCH) teams will coordinate the oversight of the beds and assessments of people for onward support.

### **Positive Ageing & Mental Health Wellbeing Pilot**

This winter, a collaboration across Lancashire County Council, Lancashire & South Cumbria Foundation Trust and Lancashire & South Cumbria NHS has seen the agreement to test a concept using some of Lancashire County Council's Older Peoples Care Services residential beds.

The model provides an intermediate care approach for older adults with a mental health need, including Dementia. Initially working with people who in out of area mental health hospitals, and then including people locally in the general Acute Hospitals, the intermediate care beds provide a re-abling approach coordinated and supported by an enhanced multi-agency team. The aim is to support more people to return to their own home, reduce the length of stay in hospitals or avoid unnecessary admissions.

The project commenced in East Lancashire from the 1<sup>st</sup> September, with 2 further units to come online in Central and North Lancashire before Christmas.

### **Hospital Aftercare Service (Age UK)**

The Hospital Aftercare Service is present in each Acute Trust across Lancashire and works alongside discharge teams and NHS colleagues in the Emergency Department to support timely discharge for those people not requiring specialist transport or social care.

The service which is delivered by Age UK on behalf of Lancashire County Council includes "Take Home & Settle" (Tier 1) which provides support for up to 3 hours, and "Follow-up and Support" (Tier 2) which provides low level support for up to six weeks of up to 15 hours over the period.

Additional temporary capacity was commissioned last year providing up to 500 additional hours of support each week. This has been continued through this winter period to maintain the level of provision. The continuation will also provide opportunity to use the service for people being discharged from the residential rehab units.

To further promote the use of the service and reduce reliance on formal support, additional staffing capacity is in place enabling a member of the service to be co-located with each of the 5 ICAT teams across the County and is already having a positive impact on diverting people into less intensive support to facilitate hospital discharge.



The Hospital Aftercare service has been extended to support people being discharged from the Acute Mental Health wards, and this will continue across the winter period to both test the concept and provide additional resilience.

Additional capacity delivering 'good day calls' and information and advice remains in place until April 2023 funded via one-off NHS monies received early in 2022.

### **Workforce**

Recruitment and retention challenges remain, and therefore this winter plan avoids as much as possible reliance on additional posts.

Additional workforce capacity is required to deliver the additional Home First, Crisis Plus and Reablement hours, but work has been undertaken to establish what is realistic and how best to procure with the least risk of a destabilising impact on the care market.

There is a small number of additional temporary posts into Adult Social Care in the plan in line with critical requirements to manage the scale and volume of escalation and resilience across the Acute and intermediate care service from October to April.

### **Mental Health**

The demand for mental health services has continued to increase, due to both increased mental health prevalence within the population, as well as from suppressed access to mental health support during covid-19 lockdown periods and the impact of continuing and intermittent social restrictions. Additionally, services both nationally and locally continue to see an increased acuity in first time presentations to our services. Adult Social Care teams and the 24/7 Approved Mental Health Practitioner (AMHP) service work together with NHS partners to support to access the right treatment and support for their needs, in a timely way.

Capacity and services which will support the additional pressures seen across the winter period include:

- The scope of the Hospital Aftercare Service delivered by AgeUK has been enhanced to include people being discharged from Mental Health wards
- A Crisis Flat is being opened in early November-to support people with a diagnosis of Learning Disability and Learning Disability and Autism who are in a social crisis for a short period of time to manage behaviours that are complex and prevent a hospital admission or loss of placement.
- The Hospital Discharge Home Recovery scheme has been extended to support people being discharged from Mental Health wards
- A Mental Health Wellbeing team is being set up working across both adult and older adults. The team will provide short term social care interventions and personalised support to work alongside the person with care and support needs. Using a strengths-based approach, individuals have the control over their own lives using a timely intervention it will build their confidence, lessen their economic disadvantage, build their social network, and lessen the longer term impacts that come from inactivity (worsening mental and physical health). The team will be aligned to the Primary Care Networks and the Community Mental Health Hub.
- An additional post in the AMHP service to support people with social care needs whilst awaiting a Mental Health bed.
- Use of The Positive Ageing and Mental Health Wellbeing beds noted earlier in the Plan.

## **Housing, Adaptations and Community Equipment**

In addition to the usual access routes for assessment for community equipment, 'trusted assessor' schemes with some of our home improvement and housing partners whereby certain items of community equipment can be provided by the staff who are undertaking other home improvement tasks in the person's accommodation are in place. This supports the prevention of falls and accidents in the home and improves peoples' independence. These arrangements will continue to be reviewed and evaluated.

Across this winter, we are commencing a test of concept in partnership with some of our District Council partners. The Health & Housing Coordination Service will test out the siting of staff with housing related expertise with our ICAT/ CATCH teams, to improve the access and support for people being discharged from hospital.

## **Digital Technology**

Several 'Tunstall Go's' have been purchased and will be used by the hospital discharge teams. These are movable technology that will support timely hospital discharge or admission avoidance, bringing the ability to alert family or responders in an emergency as well as passive monitoring to support people's safety in their own home.

## **6. Cost of Living Increases**

The current economic environment presents additional challenges for the social care and health system. The effects could impact to varying levels across staff, services, people who need support and their carers. Risks include: -

- More staff may leave the sector, increasing vacancies and reducing capacity
- Fuel costs may impact on the ability to deliver care to people in their own homes
- Energy costs may impact on vulnerable people whose health will be adversely affected for example through a colder home, or who have equipment that requires electricity
- Health, Wellbeing, and independence may be adversely impacted by rising fuel, food, and transport costs

The Council will continue to look at opportunities across the coming months where support can be provided and mitigate against some of the impacts. We will also work closely with the NHS to ensure that people who need our help the most are prioritised.

The Council is putting in place a Warm & Welcoming Places scheme which will see many Council buildings offer 'warm and welcome' spaces during opening times to Lancashire residents throughout the winter period. This includes 64 public libraries set in local communities. LCC will work in partnership with the District Councils and Voluntary, Community and Faith Sector partners to deliver this, plus identify further spaces across organisations. The warm and welcome public spaces will offer additional support and advice services to support individuals and families to access other services to alleviate food and fuel poverty.

A new £1m Affordable Warmth Lancashire Fund has been created, where the Council will work collaboratively with District Council partners to help residents on low incomes who are vulnerable to the effects of a colder home. Working with Cosy Homes in

Lancashire, the scheme will provide access to home energy support such as boiler and insulation measures.

A cost of living webpage is being developed which will contain advice and information on support available and will be accessible via the Council's website.

## **7. Collaboration across Health and Care Services**

Lancashire County Council Adult Social Care have worked together with the NHS and other partners on winter planning, risk mitigation and opportunities for mutual aid.

### **Hospital Discharge**

The national Hospital Discharge and Community Services Guidance which supports the hospital discharge sections of the Health and Care Act (2022) sets out good practice and requirements around operating a discharge to assess model. Lancashire and South Cumbria have a standardised operating model and principles to promote equity of delivery across the 5 local acute hospital footprints. Continued collaboration to ensure 'flow' in and out of the hospitals is an essential element to the system managing across the winter period.

### **Winter Planning**

Work has taken place on each Acute hospital footprint to develop a system winter plan. The system plans are predicated on having sufficient capacity in place across the community, intermediate care services and within the hospitals themselves to avoid hospitals becoming overcrowded and that they remain safe places for patients and staff. The plans also focus on admission avoidance.

The Lancashire County Council Adult Social Care Plan is a key element of the system plans in the contribution to how social care and health will maintain resilience across key services and meet the needs of citizens.

### **Care Settings**

National regulations remain in place regarding the protection of people in care homes and the hospital discharge process. Hospitals must ensure that a Covid-19 swab result is in place within 48 hours prior to the discharge to enable to care home to manage the safety of its residents. Thorough handover information should be in place about the person's needs, and if the person tests positive they can be admitted to the Care Home where the care provider is satisfied they can be cared for safely.

As a health and care system we will continue to work together to support people to return to the home they were in prior to a hospital admission wherever possible and avoid unnecessary disruption to their lives.

Provision under the Enhanced Health in Care Homes Framework is in place across Lancashire, with all care homes having been designated a clinical lead. Various arrangements are in place across the County under the framework including the sharing of health advice and information with care homes through local digital platforms, the provision of enhanced support through health care home support teams, the ability to provide GP consultations via video technology and the clustering of care homes into designated Primary Care Networks.

### **Digital Social Care Records**

The Council are a full partner in the Lancashire & South Cumbria Digital Social Care Records (DSCR) project. The Digital Adoption and Transformation in Regulated Care Team have supported local care homes to purchase a new digital social care record system from the NHS Assured Supplier List. Using 3 NHS grants (the DSCR Programme, the Unified Tech Fund and the Digital Transformation fund) the team have funded the licence costs, training and implementation fees for 45 care homes to move from paper to electronic records, with plans to identify a further 85 eligible homes before March 2023.

These digital social care records play an important role in joining up care across social care and the NHS, freeing up time spent by social care workers and managers on administrative tasks, whilst equipping them with the information they need to deliver care. They are the platform on which other remote care tools can integrate and can enable the greater personalisation of care planning that focuses on the individual.

### **Escalation and Resilience**

Adult Social Care have worked with the NHS locally to agree daily reporting into the Escalation Management System Plus (EMS Plus) escalation system in place across the ICS. Hospital Discharge, and ICAT/CATCH teams add their weighted team status into the dashboard each day giving visibility of capacity and pinch points.

Sitting behind the escalation system is a set of action cards detailing the response of each organisation when any partnership across an Acute Hospital footprint reaches set standardised escalation trigger levels.

Lancashire County Council Adult Social Care have resilience and business continuity plans in place and have stress tested these. Care providers equally have these plans in place, and many have enacted them across the last two years. The Lancashire County Council Quality, Contracts and Safeguarding service works closely with care providers in ensuring plans are in place and appropriate business continuity actions are mobilised as required.

All care home and homecare providers upload their information regarding staffing, vaccinations, occupancy, PPE levels or new covid-19 infections etc onto the NECS (North of England Commissioning Service) Capacity Tracker. The information supplied by providers enables visibility of pinch points and where urgent support is required and high-level data extraction is used as part of the ICS system resilience reporting.

## **8. Supporting people who receive social care, the workforce, and carers**

Keeping people as safe as possible, whilst ensuring they get the social care and support they need is integral to this winter plan. Ensuring resilience across the workforce is critical to being able to assess for and deliver social care support.

### **People Who Use Social Care**

A range of measures have been outlined in the plan to ensure sufficient care and assessment capacity is in place as far as possible in the current climate to support people across the winter period and beyond. This winter, maintaining the care capacity

that is available across the market is an area of focus, as well as any potential for additional capacity to meet increasing demand and periods of surge.

The additional capacity and measures in place focus on people who need care and support being able to get the right care, in the right place at the right time. Care is provided in a safe way and upholds peoples' dignity.

Due to the continuing pandemic and the challenges across the care market, additional restrictions and disruptions may occur both nationally and locally on peoples' lives. Adult Social Care will continue to respond to and work within, the required public health guidance in place at any one time to ensure that peoples' needs are met. Locally, the Director of Public Health will continue to review and issue guidance as required, for care providers to be able to protect their services users using a balanced risk approach.

This winter plan sets out the range of actions and measures being put in place not just for those people who need Local Authority funded care including people who manage their care via a Direct Payment, but also people who self-fund their care and support. People who self-fund their care have access to the range of intermediate care services such as Crisis Support and Reablement, and to the short term fully funded 'discharge to assess' services in operation.

Last year, in the continuing Covid-19 response and to further support the capacity across the care market, we extended the relaxation of Direct Payment rules for a further 6 months enabling family members to take up this role.

### **Carers**

Unpaid carers make up a vital part of the support networks for people who need care, with many unpaid carers being the sole carer for their loved ones.

There is a range of information available to carers both on the Lancashire County Council website and through Carers Centres. Where unpaid carers are approaching Adult Social Care for support in their caring role, specific carers assessments are undertaken by local Carers Centres and where required formal support is provided to the cared for person.

Informal carers are encouraged when having a carers assessment to put in place contingency plans to ensure should they unexpectedly fall ill or require an admission to hospital, plans are in place to support the cared for person. This includes the Peace of Mind for Carers scheme which includes access to urgent formal support if needed.

Through the pandemic, where cared for people have been admitted to hospital, the restrictions on visiting have meant many informal carers have been less involved in discharge planning than they would want to be. Using some temporary COMF (Contain Outbreak Management Fund) funding, we currently have Carers Service workers co-located with the ICAT and CATCH teams to identify and provide increased support to informal carers and improve their engagement in the discharge process. Linked to this, the Hospital Discharge Home Recovery service is used to support carers where they want to provide support to a friend or relative on discharge from hospital but there are challenges to them being enabled to do so. Both services improve the timeliness of hospital discharge and support peoples' ability to return directly home.

## **Workforce**

We know that because of the experience and consequences of the pandemic and the ongoing sustained pressures, we have a social care workforce that is fatigued and experiencing some significant recruitment and retention challenges. Coupled with increasing demand for social care assessments and for care and support, the wellbeing of the workforce is a primary focus.

Lancashire County Council have in place a range of measures to support the health and wellbeing of the Adult Social Care workforce. The Council's Employee Assistance Programme has now launched and is accessible to all staff for support with a range of wellbeing issues. Keeping physically and mentally well is a key priority. Information, help, and advice is available on the intranet via dedicated coronavirus and staff wellbeing pages and regularly updated, and for staff who do not have access to the intranet, this information is also available on the staff section of the LCC website. Staff are supported by their team managers and 1:1 supervisions have a focus on wellbeing.

Business continuity plans are in place across all teams to mitigate in the event of issues such as increased staff absences across winter.

In supporting people who need social care assessments, 7-day working is in place across several teams working around hospital discharge and avoidance, plus the Mental Health AMHP team operating a 24/7 service. Outside of core working hours, the Emergency Duty Team (EDT) responds to urgent situations.

The Lancashire & South Cumbria Resilience Hub remains in place, which is a support resource for all public sector workers, care staff and volunteers who are feeling the psychological effects of the COVID-19 pandemic and their families. More information on the Hub is available via <https://lscresiliencehub.nhs.uk/>

To maintain sufficient Adult Social Care workforce capacity across the most pressured part of the year, annual leave is restricted across December and January to ensure 80% of the workforce is in work, with a minimum of 60% in work in-between Christmas and the New Year. The named ICAT, CATCH and Care Navigation staff rostered to work across the Christmas and New Year period to support the hospitals are shared within each Acute footprint partnership. The response to hospital discharge and admission avoidance across the holiday period continues to be a 7-day service, except for Christmas Day where emergencies are covered by EDT.

Care providers also have business continuity plans in place that contain actions to be taken in respect of winter challenges such as inclement weather alongside many other actions taken in the continued response to living with Covid-19.

## **9. Prisons**

There are 5 male prisons within Lancashire, with varying degrees of social care demand. Winter resilience planning has taken place by the two health and social care providers who are contracted to deliver support across the Prisons, to ensure that they have contingency plans in place to meet unexpected challenges.

Measures are in place to ensure that the men receive essential social care assessments and support even when tighter restrictions are in place as a Covid-19 prevention or outbreak response.

Adult Social Care are working closely with Prison Governors to ensure the delivery of social care to the men in custody mirrors as closely as possible the care and support they would expect to receive in the community.

A 'Buddy' scheme is now in operation as a shared programme between the Prisons and Adult Social Care locally and the national organisation RECOOP, training a small number of prisoners to deliver some defined low level support, which enables those men receiving it to have greater levels of independence, wellbeing and emotional support.

## **10. Public Health**

Public Health have a primary focus on the health and wellbeing of all residents of Lancashire. There are many schemes and services that benefit people through the winter period, including: -

### **Affordable warmth**

Lancashire County Council works in partnership with the District Councils to secure national Energy Company Obligation and other external funding through the [Cosy Homes in Lancashire](#) (CHiL) scheme for domestic energy efficiency measures. These include insulation, external door and window upgrades, heating measures and renewable energy technologies. CHiL can also offer a home visit that looks at the property, heating type and state of repair, energy usage and can signpost to support with fuel debt, fuel bills, switching energy supplier etc. CHiL projects target those households living in fuel poverty and at greatest risk of their health being affected by having a cold home, particularly those people recently leaving hospital, but also provides an offer of support to all households.

Lancashire County Council has launched a new scheme to help residents across Lancashire to live in warmer homes. The Affordable Warmth Lancashire fund is being distributed across the District Councils in Lancashire, who will allocate the funding to assist residents on low incomes and those who are particularly vulnerable to the health effects of living in a cold home. District councils will work with vulnerable residents to apply appropriate measures, that will improve the insulation and heating systems within people's homes.

### **Help with Essential Household Items**

Help with essential furniture items and white goods is available for people on a low income needing help to maintain or set up a home. Applications to the [scheme](#) are made by an approved referral organisation via Tel:0800 246 5740.

To support Lancashire residents with fuel payments the Council works with the Energy Debt Team based at Citizens Advice Preston (who cover all Lancashire districts for this service) to provide discretionary awards for fuel tops ups as part of a package of wider advice and support provided by experienced energy debt advisors. More information on this can be accessed via email [energysupport@prestoncitizensadvice.org.uk](mailto:energysupport@prestoncitizensadvice.org.uk).

### **Welfare Rights**

The Welfare Rights Service (WRS) provides comprehensive and independent advice and assistance to Lancashire residents of working age with complex benefit issues, such as appealing decisions and pursuing legal remedies to unfair treatment affecting benefit

entitlement. Customers can access the service by referral from our referral partners i.e. any Lancashire County Council service, other community services such as Citizens Advice, district councils, MPs, specialist nurses, mental health services and other community service and organisations.

The WRS provides advice and support to people over pension age with any benefit issue, so whether it's checking to see if there is anything that can be claimed to top-up pensions, or benefits that will help older people to remain living independently such as Attendance Allowance, or Council Tax discounts, we can help. People over pension age can ring the helpline on 01772 533321 to speak with an adviser or to leave a message when staff are not available, and they will receive a call back.

Further information on benefits, how to access the service, and benefits training for professionals can be found at <https://www.lancashire.gov.uk/health-and-social-care/benefits-and-financial-help>.

## **11. Communications Arrangements**

### **Winter**

Lancashire County Council has a dedicated 'Winter' page on the website delivering advice to residents such as how to keep warm and well plus information regarding travel, gritting and weather forecasts. Links are provided to partner sites including advice from the NHS and Lancashire Fire and Rescue.

Helpful advice is provided on the site regarding how to prepare for inclement weather and advice around 'choosing well' in relation to accessing health services and not increasing unnecessary pressure on GP surgeries and Hospitals. Residents are encouraged to take up the flu jab, particularly if they are entitled to a free vaccination, and to encourage older or vulnerable friends, family, and neighbours to do the same. Eligible people are also encouraged to take up the COVID-19 vaccine to continue to protect themselves.

The Lancashire County Council Winter site will continue to be updated with relevant information and advice throughout the winter period. During bad weather social media and press releases are used to remind people to take care and encourage neighbours to visit those who may be vulnerable living nearby. Key stakeholders are updated about the situation and any effects on service delivery.

### **Intermediate Care Capacity**

Capacity and usage information regarding intermediate care services is circulated daily to key staff across partner agencies via the Lancashire County Council Care Navigation service. This gives critical information to help good decision making in supporting people to access the right services for their needs.

### **Covid-19**

LCC has dedicated Covid-19 advice and information on the website, including the latest figures, health and wellbeing advice and where to access support, and also a myth-busting section to promote accurate information and help people make informed decisions.



**Appendix A – Table of Additional Service Capacity**

Item	Detail
Continuation of services	continuation of increased service and capacity levels include staffing, crisis, AgeUk additionality
Additional Crisis (Home First, Crisis, Crisis Plus) for 2022/23.	Crisis/Home First: approximately 30 additional people per week depending on individual need Crisis Plus: approx. 2-3 additional people per week assuming up to 24hr support at home for up to 5 days. Additional hours come on-line incrementally at various points across the next 4 months
Additional crisis	Crisis 'contingency buffer' (available if recruitment levels exceed line above and demand shows it's still required)
Reablement	Up to a further 16 people per week (dependent on provider capacity)
Homecare scheme – priority packages	Support timely take-up of care packages from crisis/Reablement across Dec/Jan (approx. 10 week period that is the most pressured)
Assistive Tech	30 Tunstall Go's for each ICAT and CATCH
Hospital Discharge Home Recovery Scheme	Allocation to support escalated demand
Residential Rehab Reablement Outreach	Test the concept in 2 units of Residential Rehab staff continuing the reabling support into the person's home both pre and post discharge. Additional staff of 2 G6 Managers and 4 G3 care staff working across 2 shifts over 7 days required to test the concept in up to 2 units
Residential Rehab – increase higher dependency numbers Meadowfield	Rationalise as far as possible the beds at Meadowfield and enhance the staffing numbers to enable more people with higher dependency needs to access the unit at any one time across winter. Additional 13 G3 care staff hours per day required to deliver this.
Residential Rehab – support admissions across 7 days	Bolster staffing and management in 4 of the residential rehab units to reduce the pressures in management teams and avoid delays in support planning which impact on timely admissions. Additional G4 senior care assistant 5 hrs per day, 7 days a week across 4 units required to deliver this.
Additional senior manager capacity	G12 for 7 months across winter to meet the demands of escalation and provide critical resilience and service support



Acute	
Additional Team Manager Acute	G10 for 12 months to support the management of resilience through winter and transformation
Additional Staff - Care Nav	Additional 4 G5 care navigation posts in the residential care finding service which supports Hospital Discharge required for 7 months to bolster winter resilience and meet surge demands
<b>Total Costs</b>	<b>£5,106,812</b>



**Report to the Cabinet**

Meeting to be held on Thursday, 6 October 2022

**Report of the Director of Strategy and Performance**

**Part I**

Electoral Division affected:  
(All Divisions);

**Corporate Priorities:**  
Caring for the vulnerable;

**School Place Planning Delivery Programme 2023-25**

(Appendix 'A' refers)

Contact for further information:

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**Brief Summary**

This report sets out the draft School Place Planning Delivery Programme for 2023-25, detailing a series of projects which aim to provide additional places in existing schools, and proposals to consult on the establishment of two new primary schools and a new secondary school in Preston.

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

**Recommendation**

Cabinet is asked to:

- (i) Approve the School Place Planning Delivery Programme 2023-25 set out at Appendix 'A'.
- (ii) Agree that statutory consultations be conducted on sufficiency projects in the following school planning areas:
  - a. Establishment of a new primary school in Goosnargh & Grimsargh with Longridge.
  - b. Establishment of a new primary school in Preston Rural, North, West.
  - c. Establishment of a new secondary school in Preston.

- d. Significant alteration projects in Brierfield; Goosnargh & Grimsargh with Longridge; Preston Rural, North, West; Chorley and South Ribble; Ribble Valley East and West.

## Detail

As the education authority for Lancashire, the county council has a range of statutory duties to fulfil. The county council's ambition to provide good access, quality and outcomes in education are set out in the Lancashire Education Strategy 2022-2025.

One of the seven pillars of the Education Strategy is the School Planning Strategy 2022-25, which delivers on this ambition, with the aim to provide 'the right number of school places, in the right areas, at the right time to meet need'. The strategy sets out a series of priorities for improvement, areas of growth and reduction in the need for school places, and areas for future action.

The annual forecast of school place demand across Lancashire has identified several school planning areas where additional places are needed. This is an update to the areas of growth and reduction set out in the School Planning Strategy 2022-25. The areas where additional places are needed will require a range of building projects and consultations to deliver, as set out in the School Place Planning Delivery Programme 2023-25 set out at Appendix 'A'.

Whilst some additional places in primary phase are needed, the growth in places is most needed in the secondary phase, due to rising cumulative births, peak population in primary schools, housing development and migration. The School Place Planning Delivery Programme 2023-25 includes projects to provide additional primary places in:

- Brierfield (Pendle);
- Kirkham (Fylde);
- Goosnargh & Grimsargh with Longridge (Preston & Ribble Valley West); and
- Preston Rural, North, West (Preston).

Secondary place projects are proposed in:

- Burnley;
- Chorley & South Ribble;
- Preston;
- Ribble Valley East and West; and
- Wyre.

## Assessment Framework for the Establishment of New Schools

Where a Local Authority considers that a new school needs to be established in their area, section 6A of Education and Inspections Act 2006 places the Local Authority under a duty to seek proposals to establish an academy/free school, also known as the 'presumption' route. The type of new school to be delivered would be determined in consultation with Education and Children's Services, as part of the development of

the specification for the new school. Potential academy trust sponsors would need to evidence that they meet the school specification via their application to operate the new school, which would provide part of the information against which the proposals would be judged.

## Processes and Timescales

Commissioning a new school and the selection process for a sponsor may take up to 12 months, from the identification of need to the final decision by the Secretary of State for Education.

It is anticipated that it will take approximately three years from confirming the need for a new school to opening a new establishment. This is an ambitious proposal and, to date, Lancashire has not commissioned a new school via the presumption route. Set out below is an indicative timescale:

Milestone	Timescale
Cabinet approval to commence consultation on new school proposals	October 2022
Submit New School Expression of Interest to the Regional Schools Commissioner	November 2022
Public Consultation	January to February 2023
Competition	February to June 2023
Decision Making	September 2023
Capital Build	Two years
Completion	Summer 2025
School Opening	2025-26

## Decision Making

The Secretary of State will make the final determination in respect of the successful proposer to operate a new school. However, the local authority has a critical role to play in operating the assessment and selection process that will generate a recommendation from Cabinet to the Secretary of State for consideration.

## Delivery

It is proposed that, should a decision be made to start the commissioning process for a new school, it may be necessary to provide temporary additional places in existing schools in the relevant planning areas for 2024, pending completion of the process to establish new schools which are ready to open in September 2025. Whilst each new primary school would be commissioned with capacity for 210 pupils (one form entry), where possible and subject to site conditions, the build design for the school will allow for a subsequent expansion project, should local growth generate the need. For new schools, sites are usually secured through the local planning regime.



### **New primary school: Goosnargh & Grimsargh with Longridge**

The Goosnargh & Grimsargh planning area is being considered in conjunction with neighbouring Longridge, due to the areas becoming increasingly connected through housing development. Longridge is also on the border with Preston district, where Preston City Council is considering planning applications for large developments along the border, which has the potential to enlarge the town and create additional demand for school places within five years.

The School Place Planning Delivery Programme identifies the need for one additional form of entry in 2023, and a further one form of entry in 2025. It is anticipated that the places for 2023 can be provided through school expansion and the establishment of a new school is expected to provide the additional form of entry from 2025.

In the longer term, there is potential for an additional 270+ houses in the vicinity, which may yield approximately 46 to 103 additional pupils beyond 2026.

### **New primary school: Preston Rural, North, and West**

Pupil numbers are also rising in Preston Rural, driven by City Deal housing growth and the popularity of existing schools, which is generating a proportionate increase in the number of preferences for admissions.

Preston West, North and Rural school planning areas are being considered together, as housing growth is expected to impact upon all three of these areas. Migration is impacting later year groups, as the reception cohorts move through the schools.

The School Place Planning Delivery Programme identifies the need for a one form entry (30 places) temporary expansion from September 2023, and a one form entry permanent expansion from September 2024. The establishment of a new school is expected to provide the additional form of entry from 2025.

In the longer term, there is potential for a further 647+ houses to yield approximately 110 to 246 additional pupils beyond 2026.

### **New secondary school: Preston**

Increased numbers from primary phase have started to move through to the secondary phase, with additional places needed from 2023-24 onwards. Discussions are ongoing with Preston secondary schools to secure plans to increase the number of places available. Many of the Preston secondaries are working at the lower end of the net capacity for their buildings, therefore there may be space within existing schools to accommodate more pupils, which forms the basis of current discussions.

The School Place Planning Delivery Programme identifies the need for a one additional permanent form of entry in September 2023, three additional temporary forms of entry in September 2024 and four additional permanent forms of entry in September 2025. It is anticipated that the additional form of entry for 2023 and 2024 can be provided through school expansion, and the establishment of a new school is expected to provide the additional forms of entry from 2025.



In the longer term, there is potential for a further 2,954+ houses to yield approximately 266 to 443 additional pupils beyond 2026.

## **Consultations**

It will be for the county council to decide how to consult on the proposed new school and with whom (e.g., potential providers, other schools, academies, the wider community, diocese, and any others affected by the proposals). The county council should be clear about the type, age range, gender, and capacity of the new academy/free school they wish to see established, and the expected cost.

Where an expansion project constitutes a significant change, the county council must follow Department for Education Guidance in managing the project, which will also incorporate a public consultation.

## **Implications:**

This item has the following implications, as indicated:

## **Risk management**

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

Providing additional places increases the overall capacity in the area and, if projected pupil numbers fail to materialise as expected, there may be surplus places created by the proposals. In these circumstances, the authority proposes to work with the group of schools within the School Planning Area, to ensure that there is a strategic approach to managing the sufficiency of school places available.

## **Equality and Cohesion**

The proposed Basic Need Delivery Plan will impact most protected characteristics groups but will have its greatest impact children and young people (age). It is anticipated that the programme will contribute positively towards the Public Sector Equality Duty's general aims of advancing equality of opportunity and fostering good relations between protected characteristics groups.

## **Legal**

The county council is under a statutory obligation to ensure the sufficiency of school places in its area. Where an expansion project constitutes a significant change, the council must follow Department for Education Guidance in managing the project. Guidance is set out in: [Making significant changes \('prescribed alterations'\) to maintained schools \(publishing.service.gov.uk\)](#)

['The Free School Presumption'](#) (Department for Education, November 2019) provides guidance to local authorities in commissioning new schools. This sets out model templates for the School Specification (Annex A); Application Form for potential sponsors (Annex B) and Model Assessment criteria (Annex C).

In June 2020, Cabinet approved adoption of the Department for Education framework for the establishment of new schools in Lancashire. This and any subsequent guidance will be considered in developing each proposal for a new school.

## **Finance**

Subject to Cabinet approval, the School Place Planning Delivery Programme will form the basis of subsequent reports to Cabinet, setting out the capital cost estimates for each project to be funded in the first instance through the Department for Education Basic Need Grant and developer contributions for education infrastructure.

Local authorities are responsible for the start-up costs for new schools. The details of these costs, as they relate to capital project and which elements are to be funded from revenue budgets, need to be established.

The county council will need to consult with the Schools Forum to determine the criteria and forum policy to be applied in relation to the start-up costs that are to be funded from the Schools Block of the Dedicated Schools Grant. The Schools Forum should also be consulted on the total sum to be top sliced from the Dedicated Schools Grant, and the local authority will need to provide the Schools Forum with regular updates on the use of the funding.

If after opening a new school, the pupil numbers are below the school's financial 'break-even' number, the local authority and successful sponsor will need to provide reassurance to the Department for Education as to how the school will be viable. The local authority is expected to have in place clear plans and solutions with the successful sponsor on pupil numbers and financial plans to minimise the authority's risks and liabilities.

The commissioning of a new school should therefore only be approved where there is a high degree of certainty on financial viability. Should a school prove not to be financially viable, then in the short term the Dedicated School Grant may underwrite initial financial risks. However, in the medium term, the liabilities could significantly accumulate that would then impact on the authority's finances.

## **Property Asset Management**

The approval of a school expansion that requires a build project that will extend the footprint of the building will be subject to obtaining relevant planning permission, and Section 77(3) consent for the change of use of the land (or meeting the terms of The School Playing Fields General Disposal and Change of Use Consent (No 5) 2014.)

Should the commissioning of a new school be approved, then there is an expectation that the site be made available free, or on a peppercorn basis, by the local authority to the academy trust operating the school.



## List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A





# Appendix A

Phase	School Planning Area	Type of Expansion	Summary	PAN increase FROM and TO	Year from	Accommodation required by
Primary	Kirkham (Fylde)	Temporary	1 FE for 2023 only	1 year increase of 30 places	2023	2023
Primary	Brierfield (Pendle)	Permanent	105 / 0.5 FE	15 to 30	2023	2023
Primary	Goosnargh & Grimsargh with Longridge (Preston and Ribble Valley West)	Temporary then Permanent	1 FE	30 to 60	2023	2023
		New School	1 FE	210 places	2025	2025
Primary	Preston Rural, North, West	Temporary then Permanent	1 FE	30 to 60	2023	2023
		New School	1 FE	210 places	2025	2025
Secondary	Wyre	Temporary	1FE for 2023 only	1 year increase of 30 places	2023	n/a
Secondary	Burnley	Permanent	100 (+20 PAN)	130 to 150	2023	2024
Secondary	Chorley and South Ribble	Permanent	560 (+ 112 PAN)	112 places	2023	2024
Secondary	Preston (expansions plus new school)	Permanent	1 FE 2023, 3FE from 2024, 1 FE for 2025 (In total 5 FE needed by 2025)	150 places	2023	2024
		New School		4FE / 600 (120 PAN)	2025	2025
Secondary	Ribble Valley (West)	Permanent	Phase 1: 100 (+20 PAN) Phase 2: 250 (+50 PAN)	Phase 1: 165 to 180 Phase 2: 180 to 210	2023	2024
		Permanent	120 (+23 PAN)	97 to 120	2023	2024
Secondary	Ribble Valley (East)	Permanent	150 (+30 PAN)	150 to 180	2023	2024
		Permanent	Up to 175 (+35 PAN)	110 to 145	2023	2023

<b>Key:</b>	<b>1FE</b>	1 Form of Entry	30 places
	<b>PAN</b>	Published Admission Number	



**Report to the Cabinet**

Meeting to be held on Thursday, 6 October 2022

**Report of the (Acting) Director of Education, Culture and Skills**

**Part I**

Electoral Division affected:  
(All Divisions);

**Corporate Priorities:**  
Caring for the vulnerable;

**Special Educational Needs and Disabilities Sufficiency - Bleasdale School, Silverdale**

(Appendix 'A' refers)

Contact for further information:

Sally Richardson, Tel: 07920086432, Head of Inclusion

[sally.richardson@lancashire.gov.uk](mailto:sally.richardson@lancashire.gov.uk)

**Brief Summary**

This report relates to the residential element of Bleasdale School, which is an all through school for pupils with profound and multiple learning difficulties in the north of Lancashire. The number of residential pupils has reduced significantly over recent years and Cabinet is asked to consider different options in relation to the future of the boarding provision at the school, and to make a decision about which option to adopt and/or investigate further.

Four possible options are presented within this report, as alternative approaches as to the use of the residential site of Bleasdale School, in an effort to try and avoid the under-utilisation of the facilities available and to optimise the efficient use of public funds.

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

**Recommendation**

Cabinet is asked to:

- (i) Consider the information set out in the report, including the options for the future of the residential provision at Bleasdale School.

- (ii) Determine the preferred approach or approaches to be adopted in relation to the residential provision at Bleasdale School.
- (iii) Subject to the outcome of (ii) above, approve the initiation of relevant feasibility studies.

## **Detail**

Bleasdale School is a school for up to 40 pupils with profound and multiple learning difficulties between the ages of two and 19 years. The school can provide residential provision for up to nineteen children and young people for up to a maximum of 38 weeks of the year.

The school also offers a Summer Holiday Club during the first two weeks of the summer holidays, for all pupils, which can include day-time activities, the possibility of residential provision or a combination of the two.

Bleasdale School has been categorised as an outstanding school by Ofsted since 2009.

## **Location**

The school is in Silverdale, a small village 11 miles north of Lancaster and five miles away from the nearest junction of the M6 and close to the west coast of Lancashire and the border with Cumbria.

Concerns have been raised in the past about the accessibility of the site for emergency services where pupils have required urgent medical care related to their complex health needs. The headteacher has reported that there have been very few incidents in the last few years where pupils have required emergency medical attention and that, on these occasions, air ambulances have been available to transport pupils very quickly to hospital.

The school is situated on two sites on either side of a small road towards the peripheries of the village. The residential building is situated across the road from the day school. Both buildings are fully fitted with overhead tracking and hoisting facilities; these are purpose-built in the residential building and a mobile gantry hoist is available to enable pupil access to outside environments.

## **School population**

As of September 2022, there were 35 pupils on roll at the school, 32 of whom have an education, health and care plan maintained by Lancashire County Council. The other three pupils have education, health and care plans maintained by Cumbria and North Yorkshire County Councils.

The breakdown of school places by key stage is presented in the table below:

Key Stage	Number of pupils
1	13
2	8
3	5
4	5
5	4

It can be seen from the table above that the largest cohort is in key stage one, and the reception class and year one groups are the largest within the school, having five and six pupils respectively. Generally speaking, the other year groups have one or two pupils in each, with the exception of year four which has four pupils and year seven that has three pupils.

### **Other factors**

- 1) The demand for residential provision at Bleasdale School has reduced significantly over time, as more families are electing to keep their children at home.
- 2) There are significant costs to both the high needs block for a residential school that is under-utilised, and separately to the social care budget for residential care where families are not able to care for their children.
- 3) A school is considered to be a children's home if, at any time, accommodation for children at the school is in excess of 295 days (Care Standards Act 2000) and therefore there is not an option for the school to extend their offer to full-time throughout the year. The children most difficult to place are those requiring 52-week placements.
- 4) The location of the school has meant it has been difficult to recruit residential staff, particularly in the current climate and where the contracts for care staff are for term time only rather than full time. The head of care post has been vacant intermittently throughout the course of the last academic year. This is a regulatory requirement and has been managed through the deployment of the school equivalent from within the school's senior leadership team. Factors serving to compound this issue include the uncertainty of the future of the school, given the ever-decreasing numbers of residential pupils, and the fair pay policy requirements within the public sector which mean it is not possible to offer a sufficiently attractive salary. The children's commissioning team are currently looking at options to see whether it is possible to assist with the engagement of overnight care staff.
- 5) There are facilities that include a hydrotherapy pool and a rebound therapy centre that are located within the residential building site and are used regularly by day pupils.
- 6) Much of the school's external play area is also located on the residential site. All maintained schools must provide suitable outdoor space to enable physical education, and prior consent of the Secretary of State for Education is required to dispose of this type of land.

- 7) The head teacher retired at the end of the last academic year. The deputy head teacher has become the acting head teacher for the new academic year, during which time arrangements will be put in place to secure a permanent appointment. The existing head teacher will provide managerial support for two days per week, whilst the interim arrangements are in place.

## Proposals

There are a number of different options that could be considered which include maintaining the current position, selling the residential building, or creating one or more children's homes on the site. Consideration has also been given to the creation of a short breaks unit. However, there is not sufficient demand for this in the immediate area, and the location of the building means the journey times for children with more complex needs would be significant.

The regulations in relation to children's homes are such that it is very unlikely a home providing more than six beds would be agreed by the regulatory bodies, and it is becoming increasingly apparent that smaller children's homes are preferred as they present a move away from institutionalised care. There are also occasions where the needs of an individual child are such that their presence has a very significant and adverse effect on any other potential occupants. In this situation, it may be necessary to limit the number of children living within the home, thereby reducing the occupancy, which, on occasions, could result in single occupancy. The impact one child has on another varies considerably. It is more likely in smaller homes that it will be possible to minimise the number of redundant beds for two reasons. Firstly, smaller homes reduce the number of children and therefore the number of interactions between them, and thus, with careful matching, it is more likely that it will be possible to identify children who can live together successfully. Secondly, in a two or three bedded children's home, only one or two beds would be unoccupied if the child's needs were so significant that they could not be placed with other children, whereas in a six bedded home this could be up to five.

The approach adopted by providers, currently offered by most of the larger 52-week residential placements that include education, is the use of multiple children's homes each in its own separate building, often a bungalow.

Four options are presented in the table below to try to avoid the under-utilisation of the facilities available at Bleasdale School, and to optimise the efficient use of public funds.

Option	Approach	Potential benefits	Potential drawbacks
1	Maintain existing arrangements	No disruption to existing services for children, young people and their families or staff.	1) Continued inefficient use of public resources both in relation to high needs funding and the social care budget. 2) Continued difficulties with the recruitment and retention of overnight care staff.





2	Disposal of the residential building	<ol style="list-style-type: none"> <li>1) It reduces the demand on high needs funding by £926,000 per annum for residential provision that is under-utilised.</li> <li>2) Capital receipt for the residential building estimated to be up to £1.5 million.</li> <li>3) No requirement to address issues associated with it being one of the more energy inefficient buildings within the Council's property portfolio.</li> </ol>	<ol style="list-style-type: none"> <li>1) Disruption to the care and education of the remaining residential pupil.</li> <li>2) Potential for redundancy of existing care workers.</li> <li>3) Reduced/no access to facilities, such as the hydrotherapy pool rebound centre and play areas to day pupils.</li> <li>4) Failure to maximise the benefits of expenditure on specialist equipment and adaptations to the residential building.</li> <li>5) Complicated arrangements relating to the use of the external play area if achievable are likely to reduce the appeal of the sale of the building.</li> <li>6) Very limited external play area on the main school site, is likely to mean this would be insufficient and Secretary of State approval is required for the change of purpose or disposal of this land.</li> </ol>
3	Change the purpose of the residential building to create a six bedded children's home for children with complex health needs that is maintained by the local authority in the main residential building and	<ol style="list-style-type: none"> <li>1) Minimises disruption for existing residential pupil and others who may require residential options in the future.</li> <li>2) Provides more flexibility and support planning for children with the most complex needs as residential placements can be adapted/tailored to individual needs.</li> <li>3) Potential to enhance coordination between care and education provision for individual pupils.</li> <li>4) Optimises the use of existing specialist equipment and facilities</li> </ol>	<ol style="list-style-type: none"> <li>1) If one six bed occupancy children's home is created this does not make use of all the accommodation available.</li> <li>2) The regulations to create one or more separate children's homes within the same building is likely to present a significant challenge.</li> <li>3) Significant financial investment will be required if separate buildings for children's homes are created.</li> <li>4) Potential to reduce</li> </ol>

	consider other options to create one or more smaller three bedded homes either within the same building or within the same site	<p>and knowledge and skills.</p> <p>5) Addresses shortfall in residential placements for children with complex needs.</p> <p>6) Reduces dependency on private providers and additional costs associated with this.</p> <p>7) Potential to increase the uptake of pupil placements at the school and reduce the requirement to find an alternative school for pupils who require 52-week residential placements.</p> <p>8) Minimises travelling time and associated transport costs between care and educational setting.</p>	<p>access for families and/or to increase transport costs because of the location.</p> <p>5) Arrangements for using specialist equipment and facilities and outdoor play area likely to be more complicated than existing arrangements.</p> <p>6) Continued difficulties with the recruitment and retention of care staff.</p> <p>7) Loss of residential school and the flexibility this affords for a limited number of pupils.</p> <p>8) Requirement to address issues associated with it being one of the more energy inefficient buildings within the Council's property portfolio.</p>
4	Change the purpose of the residential building to a children's home for children with disabilities with a private provider.	<p>1) As above except for 5).</p> <p>2) Private provider becomes responsible for the management the residential provision, including any difficulties with recruitment and retention.</p> <p>3) No requirements to address issues associated with it being one of the more energy inefficient buildings within the Council's property portfolio.</p>	<p>1) Annual fees are likely to be higher than for local authority run residential provision.</p> <p>2) Potential to reduce access for families because of the location.</p> <p>3) Arrangements for using specialist equipment and facilities and outdoor play area likely to be more complicated than existing arrangements.</p>

### Recommendation

Dependent on the approach(es) approved, approval is being sought to undertake feasibility studies to look at the options. A separate report will be presented to a future meeting of Cabinet for options appraisals considering all four of the above options, once this feasibility study has been carried out.

### Consultations

No consultations have been undertaken at this time.



## **Implications:**

This item has the following implications, as indicated:

### **Financial**

The financial implications are set out at Appendix 'A' and are deemed to be exempt from publication for the reason set out below:

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

An estimate of cost to undertake a feasibility study would be £20,000. This would be funded from the High Needs Capital budget.

### **Human Resources**

Staff will be/have been consulted on the proposals so that any concerns raised can be addressed.

### **Risk management**

The county council and partners across education, health and care are required to work together to plan for and meet the needs of children and young people who have special educational needs and disabilities, in line with the Special Educational Needs and Disabilities Code of Practice 2014, the Chronically Sick and Disabled Persons Act 1970 and the Children Act 1989.

If the decision was not to proceed with the proposals contained within the report, the risk would be insufficient places for children with disabilities who have been taken into the care of the local authority, and the potential for increased costs out of area as there will be increased dependency on private providers. This proposal mitigates the risk of this and the county council failing to fulfil its duties in terms of safeguarding and promoting the welfare of children, and in ensuring they have access to fulltime education.

### **Equality and Cohesion**

This proposal impacts on both the age (young people) and disability protected characteristics of the Equality Act 2010 and potentially also on staff at the school whose protected characteristics are not known at present. To meet the requirements of the Public Sector Equality Duty fuller consideration will be given to these aspects as part of any feasibility study or further development of this proposal so that any potential adverse impacts can be fully considered as part of the process.

### **List of Background Papers**

Paper	Date	Contact/Tel
None		

Reason for inclusion in Part II, if appropriate

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



**Report to the Cabinet**

Meeting to be held on Thursday, 6 October 2022

**Report of the Director of Growth, Environment and Planning**

**Part I**

Electoral Division affected:  
(All Divisions);

**Corporate Priorities:**  
Supporting economic growth;

**Lancashire Community Renewal Fund Progress and Financial Update**

(Appendix 'A' refers)

Contact for further information:

Sean McGrath, Tel: (01772) 531053, External Funding and Investment,  
sean.mcgrath@lancashire.gov.uk

**Brief Summary**

The report sets out progress in the delivery of the Lancashire County Council Community Renewal Fund programme and the steps required to claim the final tranche of funds from the Government.

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

**Recommendation**

Cabinet is asked to approve up to £1.22 million of final grant payments to Community Renewal Fund projects, as set out in Appendix 'A', in advance of the payments being claimed back from UK Government.

**Detail**

The UK Community Renewal Fund is a £220m national fund which was announced in the 2021 Budget and focuses on 4 thematic areas:

- Investment in skills
- Investment for local business
- Investment in communities and place

- Supporting people into employment

All of the UK was eligible to receive funding from the Community Renewal Fund with a number of Priority Places (as defined within the Government's top 100 local areas as most vulnerable to long-term economic scarring as a result of the COVID-19 pandemic). Funds were allocated on a nationally competitive basis with Priority Places receiving greater weight in project appraisals. There are 3 Priority Places in the county council area: Burnley, Pendle, and Rossendale. The remaining Lancashire County Council districts were also eligible to receive Community Renewal Fund resources.

The county council co-ordinated the submission of 18 bids from Lancashire focusing on the national investment themes with additional local targeting. The Government approved 9 projects in the county council area with a total value of £3.41 million, all due to complete by September 2022. A list of the approved projects is attached at Appendix 'A'. The projects are delivering a range of activity such as grant support for business innovation, economic inclusion activity with disadvantaged groups, training in green economy sectors, developing low carbon solutions to make buildings more sustainable and developing the cultural economy. A further report will be submitted once all the projects have completed and final outputs are confirmed.

As part of the Community Renewal Fund financial process, as defined in the Grant Funding Agreement with UK Government, the county council was paid a financial advance. This has been paid out to projects based on evidenced expenditure submitted as part of a monitoring and claims process. As of the end of August 2022 the county council has paid out £2.19 million to projects.

As part of the claims and monitoring process officers have been working with projects to ensure delivery to target and maximise the resources available. As a result, it is envisaged that, despite the challenging delivery circumstances, Lancashire's full Community Renewal Fund allocation will be spent and targets met (in exceptional circumstances projects will be allowed to spend to the end of December 2022, dependent upon Government approval, where the expenditure will result in increased outputs).

The process for claiming the remaining resources due to Lancashire requires the county council to pay Community Renewal Fund projects first and then reclaim the funds from Government. As a result, once project final claims have been processed, from October to January 2023, it is expected that a maximum of £1.22 million will be paid out to projects based upon defrayed and evidenced expenditure. This will need to be temporarily cash flowed from the county council's own resources and is in addition to £2.19 million already paid to projects. Once all the individual project final claims have been paid the county council will submit a claim to Government by the end of February 2023. There is not expected to be any residual funding requirement from the county council beyond the temporary cash flow position.

A full report on the delivery and outputs of the Community Renewal Fund and lessons learned will be submitted once the programme has been closed in 2023.



## Consultations

N/A

## Implications:

This item has the following implications, as indicated:

## Risk management

## External Funding and Investment

If approval is not given to pay Community Renewal Fund projects, in advance of claiming the resources from Government, this will adversely impact the sustainability of project deliverers.

## Financial

There is no long-term funding requirement for the county council and the grant will be claimed from Government as promptly as possible to minimise the amount of time the cash flow funding is outstanding.

## Legal

The recipient organisations have all entered into grant funding agreements that set out the grant requirements and protect the interests of the county council.

## List of Background Papers

Paper	Date	Contact/Tel
Community Renewal Fund - Accountable Body and Bidding Process	2022	Andy Walker/ (01772) 535629

Reason for inclusion in Part II, if appropriate

N/A







# Appendix A

Project Applicant	Project Title	Project Summary	Themes	CRF Amount Approved
Valley Heritage	Decarbonising Rossendale	Valley Heritage are taking an empty, neglected Grade II Listed, former bank building, occupying a prominent position on Bacup's high street and reinventing it as a low carbon community space for co-working and residential accommodation – to be known as The Alliance. The conversion of this building will be an opportunity for the community to understand and learn what the low carbon future will look like. It will be low carbon demonstrator project; a hive of learning, engagement and a hub of activity that will inspire partners and stakeholders, kickstarting action towards decarbonising Rossendale.	Skills (40%), business (30%), communities (30%)	£261,849
Lancashire County Council	Digital Resilience Training for Businesses	The project will provide a suite of online training tools aimed at upskilling businesses in understanding, procuring and using basic digital software tools. It will support businesses who work business to consumer rather than business to business (normally not eligible for European Funding support).	Skills (40%), business (60%)	£100,000
Super Slow Way	Pennine Lancashire Linear Park Pilot Phase	The project will pilot 3 schemes in each of the 3 areas (9 projects in total) that will directly engage local communities to build confidence and develop skills and implement place-making and access improvements along the canal. The projects relate to food growing by the local community, utilising unused green spaces and derelict buildings along the canal, testing interactive lighting along the canal corridor and piloting access improvements to green and blue spaces along the canal, all involving local residents from deprived areas. It will also undertake a green book analysis, assessing the viability of rolling-out these schemes further, plus assessing the opportunity and viability of longer-term plans, including a local regenerative textile ecosystem, enhancing industrial heritage assets and repurposing unused green and brown spaces along the canal corridor	Communities (100%)	£654,279
Lancashire BME Network	Equaliser	The aim of the project is to enable BAME individuals who are economically inactive, unemployed or low skilled in the labour market to move closer into employment or into training. The project will deliver high intensity and sustained IAG, along with wraparound support required e.g. help to access mental health and wellbeing support, energy advice, housing, digital skills and literacy support	Skills (10%), employment (90%)	£341,432
East Lancashire Chamber of Commerce	Low Carbon Technology Business Support & Skills Academy	The project will aim to deliver the following: 1. Low carbon technology proactive business support – working with companies innovating, developing and seeking to manufacture new low carbon technologies. 2. Low carbon skills academy – identifying low carbon skills needs and developing skills support packages relating to current gaps in provision, retraining of manufacturing workforce in low carbon skills, support for installers of new low carbon technologies and support for large energy users and their supply chains to develop the skills to adopt decarbonising technologies.	Skills (37%), business (63%)	£700,000
Procure Plus Holdings Ltd	Building Lancashire	The project aims to support people from across Lancashire into employment in the construction industry and allied sectors. The project will work with local community, voluntary organisations to identify and engage with the beneficiaries who will receive training to get them job ready and supported on the job. CRF will be used to fund non-traditional construction roles not covered by other funding, these include low/zero carbon, heating, electrical and support roles like admin and resident liaison.	Employment (100%)	£105,400
Lancaster University	Piloting Place-Based Innovation Catalysts : Supporting leadership, clean growth, secure digitalisation and skills	The project aims to bring together key stakeholders from public, private, HE and voluntary sectors to create 2 pilot Innovation Catalysts/Clusters to support innovation, leadership, clean growth and secure digitalisation and drive an increase in the number of Innovation Driven Enterprises (IDEs) in Lancashire that can transform productivity and growth in the local economy.	Skills (70%), business (20%), communities (10%)	£213,172
Burnley BC	Growth and Innovation Fund – Pendle, Burnley, Rossendale corridor	The objective of the project is to provide grants to businesses to help them recovery post COVID.	Businesses (100%)	£994,083
UCLAN	The Role of Digital Museums & Archives (DM&As) in Culture-led Regeneration: A Feasibility Study	The project's three Work Packages (WPs) will generate tangible insights into the diverse role(s) that Digital Museums (and associated Digital Archives) might play, as social and cultural interventions to: (i) Enhance awareness of, and civic pride in, the cultural skills and achievements of local communities; (ii) Provide foci for the promotion and economic exploitation of digital culture by local communities, businesses and enterprise partnerships; (iii) Strengthen, extend and sustain social cohesion through community- and place-based cultural renewal; and (iv) Support 'spillover' effects, including the emergence of clusters, networks and virtual communities of practice that strengthen collaboration, build critical mass and enhance the creative and cultural economy.	Skills (10%), business (15%), communities (70%), employment (5%)	£41,137



**Report to the Cabinet**

Meeting to be held on Thursday, 6 October 2022

**Report of the Director of Digital**

**Part I**

Electoral Division affected:  
(All Divisions);

**Corporate Priorities:**  
Delivering better services;

**Data Strategy**

(Appendix 'A' refers)

Contact for further information:

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Mark Greenwood, Tel: (01772) 534883, Head of ICT Architecture and Data,  
mark.greenwood@lancashire.gov.uk

**Brief Summary**

Lancashire County Council has a vast amount of data which has continued to exponentially grow over the past 20 years as services are digitised. The county council currently doesn't get best value for this data.

The technology landscape has significantly shifted, cloud-based systems now allow for data to be stored anywhere and accessed at any time, as a result the county council needs to ensure it has an additional layer of protection at the data level.

The county council has a "Digital First Strategy" with five key themes; one of these is to "Become more data driven" and use data as a valuable asset.

In order to accelerate and realise this strategy, Digital Services have defined a Data Strategy which contains guiding principles, goals, and associated plans.

**Recommendation**

Cabinet is asked to approve the Data Strategy, as attached at Appendix A, based on the following key principles; that

- a. Information is a valued asset

- b. Information is managed
- c. Information is fit for purpose
- d. Information is standardised and linkable
- e. Information is re-usable
- f. Information is published
- g. Information is accessible

## Detail

Lancashire County Council has around 90 terabytes of unstructured data. In real terms this equates to over 11 million spreadsheets, 30 million copies of email messages, 16 million word documents and over 13 million picture files. By adopting this data strategy, we can ensure we get best value from this data and allow the right people to easily access and utilise these valuable assets.

The county council needs to ensure it only uses applications and systems where it can continue to apply good data governance, which in turn will mitigate the risk of data leakage and potential misuse.

The county council has a “Digital First Strategy” with five key themes; one of these is to “Become more data driven” and use data as a valuable asset.

Extract from the Digital First Strategy is below in italics:

*Lancashire County Council uses its data to commission and deliver services. However, we must become better at harnessing data. We need to better identify the information we hold, why we hold it, what we intend to use it for and understand what it is telling us. By managing our data better, we can make better informed decisions by identifying trends and patterns across services, across geographic locations and across our customers. We can then use what we know to target services to those customers and places that need them the most.*

*We will:*

- *Get the basics right by ensure the data we collect is appropriate, accurate and stored in the correct systems, in the correct way and in accordance with the relevant data protection legislation. Appropriate retention periods will be applied, and data will be held in a way that makes it easily reportable, without the need for manual intervention.*
- *Deliver accurate, relevant and accessible data that can be used to support decision makers in effectively predicting and planning, both tactically and strategically.*
- *View our data as a priority asset for Lancashire and make better use of it strategically to help the people and businesses across the county.*
- *Develop a clear vision and approach to what we report and how we report it. This needs to be built upon the good practice set out in the data strategy to ensure confidence in the data we hold and publish.*
- *Simplify data collection, storage and use, minimising the number of different systems we use. We will maximise the use of core ICT systems and stop*



*procuring and using bespoke, non-integrated, methods of data recording such as individual spreadsheets and standalone databases.*

- *Maximise the interface between 'line of business systems' (when these can't be avoided) and core ICT systems, to give a comprehensive overview of information. Ensure any digital systems used in day-to-day business can interface with our core systems, to enable centralised reporting and increase confidence in the data we hold.*

In order to accelerate and achieve this strategy, Digital Services have defined a Data Strategy which contains guiding principles and goals to help realise becoming more data driven.

By adopting this strategy, the county council will have a common, agreed approach to data management, allowing principals and best practices to be shared, prioritised and adhered to. Overtime, this will allow the county council to reduce data risk and increase the benefits of using data as a valuable asset, which in turn allows more efficient processes for services.

The Data Strategy includes the following key areas that need to be adopted and adhered to:

- Implement a Data Governance framework
- Define and build a council wide Data Architecture
- Implement a Data Management capability which is at the core of the Data Architecture and supports the Data Governance Framework
- Implement a set of Business Intelligence and Analytics tools

## **Consultations**

N/A

## **Implications:**

This item has the following implications, as indicated:

## **Risk management**

The Information Commissioners Office can issue standard fines of £8.7m or 2% total annual turnover, and maximum fines up to £17.5m or 4% of annual turnover per breach, additionally there is also the huge reputational damage and bad publicity that is difficult to overcome if a breach occurs.

## **Security**

As cyber criminals continue to evolve and innovate, it is vital that we build upon our existing good practices and stay “one step ahead”.



## Financial

The work in relation to the digital strategy will be contained within the existing Digital Services budget. If there are requirements for additional funding as the strategy develops then this will need to seek appropriate approval.

## List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A



# Data Strategy

## Data Services

Date: 22 August 2022

Version: v0.2



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## Document Control

### Preparation

Action	Name
Create Document	Richard Duke / Mike Spencer
Document Review – Data Services	All Data Service Leads

### Release

Version	Date Released	Change Notice	Pages Affected	Remarks
0.1	22/08/22	n/a	Appendix	Additional timeline information and also roles and responsibilities for the business
0.2	22/09/22	n/a	Appendix	Removed detailed timelines, replaced with high level, prepare for formal sign off

## Acceptance

Name	Title	Date
Glyn Peach	Director of Digital Services	12/08/22
Mark Greenwood	Head of Architecture and Data	12/08/22
Vishal Mistry	Principal Data Manager	12/08/22

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# 1. Executive Summary

Data impacts Local Government. Whether it's protecting vulnerable children, supporting older people to return from hospital independent and healthy, maintaining the highways or helping local business to grow, data can help the council deliver better services. Making best use of the **data assets** that council collects and stores making services more effective, reduce costs, increase productivity, and support the local economy.

As part of the Lancashire County Council's aspiration to become a more data driven organisation we should make better use of data to drive out efficiencies, improve transparency and support decision making going forward.

- Silos of data exist across the organisation and, whilst they support their primary functions, opportunities have been missed to fully exploit it because data within the council (and between other organisations) are often incompatible for connection, sharing and wider re-use for other purposes.
- The people and cultural attitudes to data also contributes to a silo mentality in not sharing mastered data.
- Lack of data standards make it difficult to integrate data sets to provide more comprehensive information.
- The quality of data is often unknown or questionable, leading to local interpretation of what the data means sometimes based on 'gut feeling', rather than evidence based insights
- We do not have a clear policy that establishes governance arrangements and business processes around ownership and usage of data.
- Inconsistent creation, maintenance and control of the same key data in multiple places leads to problems.
- Data is often extracted from core systems, held insecurely and then further manipulated, leading to more cost and further potential inconsistency and increasing the risk of non-compliance to GDPR.

To implement the **Data Strategy** the council needs to build on four key data capabilities which are underpinned by these principles:

- Implement a **Data Governance** framework
- Define and build a council wide **Data Architecture**
- Implement a **Data Management** capability which is at the core of the **Data Architecture** and supports the **Data Governance** Framework
- Implement a set of **Business Intelligence and Analytics tools**



## 2. Introduction

A High Level **Data Landscape Review** has been undertaken commissioned in 2018 to assess the current data maturity level and to capture how LCC wishes to improve the data capability across the organisation to align to the council objectives. The review was also to include an outstanding high-level data improvement plan to move the council towards these objectives. The review included:

- Determine the high-level objectives in relation to the organisation's data
- Gain an understanding of current data and data management issues
- Document where the council wants to be in terms of its data capability ("to-be")
- Perform a data maturity assessment across("as-is"):
  - People and culture
  - Business processes
  - Data activities
  - Technology
- Perform a gap and risk analysis between the "as-is" and "to-be" states
- Develop an Improvement Plan to address the gaps and produce a draft data architecture model and documented data patterns
- Produce a set of draft corporate data principles

This document is the culmination of the landscape review, and describes how LCC should approach the 'data challenge'. It is based on extensive research into public sector and industry best practice, alongside information gathered from workshops with Digital Services colleagues and LCC Business Intelligence team.

### 3. Defining the Business Context for Data

Information is essential to the efficient delivery of high quality public services. The Data Strategy directly supports the corporate priorities across key areas  
Delivering better services:

- Provide services that are effective and appropriate to local circumstances
- Improve services by changing the way we do things
- Help people and families live healthier lifestyles and enjoy a better quality of life

The Data Strategy recognises the county council's Digital Strategy of which the key priorities are:

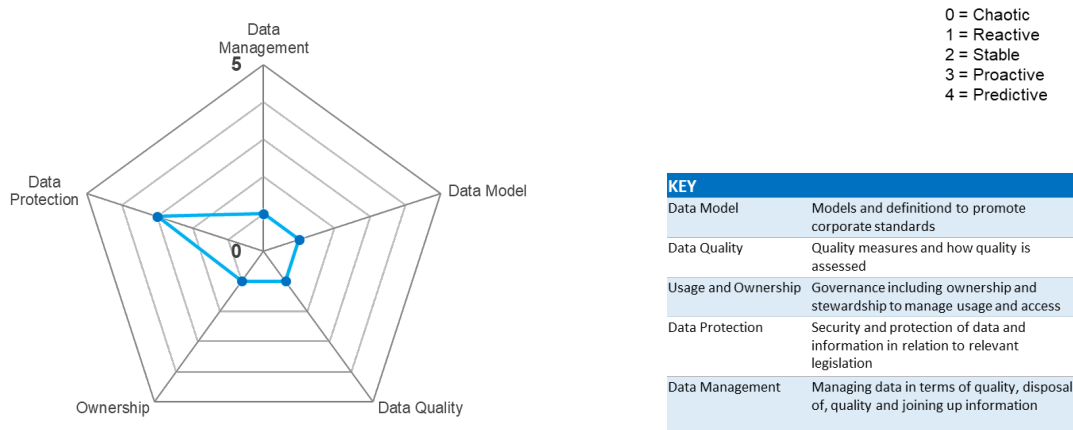
- Become a digital first council
- Embed a digital culture across the organisation
- Transact and interact with our partners digitally
- Build a stronger Lancashire economy
- Become more data driven
- Explore new digital technologies

The successful implementation of the data strategy will enable the council to deliver benefits to the citizens, partners and businesses of Lancashire. At a strategic level information is needed to make evidence-based decisions as well as ensuring accountability to the citizens of Lancashire. At an operational level, information can be used to drive efficiency and service improvement – enhancing service delivery, whilst at the same time reducing waste and improving value for money.

An established strategy underpinned by robust data and information governance framework will also enable the council to meet its statutory and legal obligations in relation to data in a more cost-effective manner by reducing the costs associated with data collection, manipulation and publication.

## 4. Current Position

As part of the data review Data Services have adopted much of the research and recommendations undertaken by the review in 2018, working with the Core Systems Team and Business Intelligence Team, completing workshops using the data improvement toolkit to perform a high level data maturity assessment to assess the current situation. Information from a separate corporate landscape review of reporting was also fed into this assessment.



The output of the review was also fed into the Local Government Association (LGA) data maturity online assessment tool, this reported an overall assessment of BASIC (between Chaotic and Reactive) and described organisations with this level of maturity typically have the following characteristics:

- Data remains largely used and managed in silos across the organisation, quality is not well understood and it is difficult to integrate data sets in a useable way.
- Information governance concerns prohibit most sharing of data. There is some ownership with responsibility for specific data sets but accountability for agreeing new uses and access is done on an ad hoc basis.
- There is scope for data to be used to support decision making and operational processes but limited take up.
- There is a small amount of data analytical capability available in the organisation.

There is emphasis on the use of data at an organisational strategy level, but senior officers have not championed its use consistently.



## 5. Data Architecture

The data architecture is a key enabler in implementing data management and business intelligence.

The benefits of defining a data architecture are as follows:

- It provides an unambiguous view of the organisations data that can be used to assess the impact to the organisation resulting from changes to the data.
- It can be used to define cost, effort and business benefits to ensure changes are affordable and architecturally sound.

The data architecture will deliver a "Corporate Data Model" consisting of:

- Undertaking data landscape review as data demands reach digital services provides the authority with informed choice of the most appropriate data management tool. This will allow the business to capture the data requirements for business processes to gain a full understanding of the organisation's data.
- The physical data model provides a detailed and clear definition of how data is stored within the council's core systems.
- A corporate data dictionary with standard definitions to a common vocabulary across the organisation

## 6. Data Governance

The implementation of a Data Governance framework with the responsibility for effective data management, ensuring that data is high quality, accurate and reliable is important. Data Governance has the same relevance as Information Governance but the primary focus is around data management and quality rather than just protection.

The Data Governance team will have overall responsibility and ownership for the council's data architecture and data management.

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## 7. Data Management

The data management capability will ensure that the council's information assets are stored, protected and can be exploited according to its value.

It will ensure that data is of good quality and fit for its primary and potential secondary/tertiary purposes. Information quality factors such as accuracy, validity, reliability, timeliness, relevance and completeness will be measured and monitored.

Data management will comprise of three core capabilities:

- Information Lifecycle Management (ILM)
- Master Data Management (MDM)
- Data Quality Management (DQM)

These capabilities support improved data integration and data quality realised through the introduction of business processes, automation and technology.

## 8. Business Intelligence

Business intelligence is of vital importance to consider as a distinct theme in addition to standard data management activity.

A mature and well established data management capability will provide the foundations for the introduction of a corporate Business Intelligence environment which will support the council to:

- make best use of our information assets for operational monitoring and reporting;
- strategic performance monitoring; and
- corporate decision making and forecasting.

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## 9. Data Principles

This strategy will use data principles established in the UK Government Information Principles for the UK public sector - 2012. These are derived from industry standard Enterprise Architecture best practices.

Note 'Information' is used rather than 'Data' to shape the principles around the value of the data



The hierarchy is important as the principles build on the current data position.

### 9.1. Information is a Valued Asset

Information is an asset which is fundamental to the efficient and effective delivery of public services. This principle emphasises the importance of an organisation understanding the information that it uses and valuing that information in business terms. It draws the parallel with other organisational assets (e.g. buildings, machinery, people, money) - highlighting the need for information to be understood, recorded, valued, protected and exploited like any other organisational asset.

Information has a purpose, and in order to fully understand its value it is necessary to understand the purposes for which information is created and managed. This includes consideration of both the original purpose for which information is collected and also, as far as can be anticipated, any subsequent downstream uses.

### 9.2. Information is a Managed

Information assets are stored, managed, protected and exploited in a manner commensurate with their value. This requires consideration of the lifecycle through which all information moves – for example from identification of need, creation,



quality assurance, maintenance, re-use, and ultimately to archiving or destruction once it has ceased to have a business use.

A range of information management best-practices need to be applied throughout the lifecycle - for example to ensure appropriate availability and integrity, to avoid exposure and loss, and to ensure continuity across technology upgrades. It is particularly important that personal data is adequately protected. Furthermore information needs to be governed as it moves through its lifecycle ensuring, for example, clarity as to who is responsible for it (i.e. an identifiable owner), and compliance with all relevant legislation and regulation. The consistent assessment and ownership of information risk is another important consideration.

In order to apply these best-practices it is necessary that a suitable organisational culture be established, and that those processing information are professionally qualified and skilled to do so.

This principle therefore also includes the processes, roles, responsibilities, training, and organisational structure and culture needed to ensure the effective and efficient use of information in enabling an organisation to achieve its goals.

### **9.3. Information is fit for Purpose**

Having considered the purpose of information in Principle 1, it is important to ensure that information is of sufficient quality to meet the purpose for which it is intended. This includes both its primary purpose and also any additional secondary purposes to which it might also be put.

Furthermore, in an environment where information is widely reused and published, it may not always be possible for the originator to foresee all potential downstream uses. Therefore information quality needs to be communicated consistently to those that may wish to re-use it, so that they can objectively judge for themselves if it is suitable.

The aspects of quality include factors such as accuracy, validity, reliability, timeliness, relevance, and completeness. The actual quality of information should also be regularly monitored to ensure that it at least meets the levels that have been assessed as necessary for its purpose.

A further aspect of this principle is considering alignment between information and its supporting technical platform and format. For example, if information were to be needed for online statistical analysis then it would be inappropriate for it to be locked up in a proprietary legacy system, or stored offline on back-up media or only available in an unstructured PDF format.

This principle doesn't require information to be perfect, only that it is of sufficient quality for the intended use, and that its quality characteristics are advertised with the source itself.

## 9.4. Information is Standardised and Linkable

The opportunities for exploiting data greatly increase when it is made available in standardised and linkable forms. Standardisation is relevant both to structured information (e.g. in terms of dataset definitions), and also to unstructured information (e.g. in terms of the metadata tags applied to documents).

Some value is unlocked by standardising information within an organisation, however there is even more value in making information available using widely accepted Open Standards. Further value can be unlocked when information is made available in a form that can be linked.

Note that, as always, this principle builds on what has gone before. So Principle 2 establishes the need for appropriate governance over information linking - for example with regard to any privacy constraints. And Principle 3 highlights the need to take into consideration the quality characteristics of information which is being linked.

## 9.5. Information is Reusable

The value of data can be multiplied by re-use. This requires a change of mind set – to think outside of traditional departmental silos and proactively look for opportunities for re-use.

Re-use involves considering what information an organisation can make available to others, but it also involves looking at what others have on offer, and how an organisation might itself re-use this external information.

Whilst this principle strongly encourages re-use, it is important to appreciate that re-use does require a careful risk-based judgement to be made with regard to exploiting vs protecting information, as well as consideration to the costs and benefits involved, and any rights or other commercial considerations.

This principle again builds on what has gone before - as information re-use will not be achieved to any significant extent unless information is effectively managed, strong governance processes are in place to manage the regulatory and risk-based implications of re-use, the information's quality characteristics and fitness for purpose are defined, and it is made available in standardised and linkable formats.

## 9.6. Information is published

Public information includes the objective, factual, non-personal information on which public services run and are assessed, and on which policy decisions are based, or which is collected or generated in the course of public service delivery. Public information should be published, unless there are overriding reasons not to.

Crucially, this principle goes beyond the minimum requirements imposed by legislation.

It advocates a proactive approach to publication of information – i.e. to presenting, formatting and promoting information in useful formats for wider consumption, without it needing to be specifically requested or mandated in legislation.

Clearly the desire to publish information does need to be balanced against constraints which may prevent this. Exclusions would include, for example, personal information, information which can compromise privacy, commercially and legally privileged information, and information that is required to maintain security.

However note that in some cases information which appears initially unsuitable may be reformatted for publication, as discussed under Principle 5.

## **9.7. Information is Accessible**

Citizens and Businesses should be able to access information about themselves, along with an explanation of how it is used. This may be either on request or, preferably, by making it available by default. In effect, such information should be considered as belonging to the citizen, although entrusted to the care of a public body.

Note that this principle goes beyond the minimum requirements imposed by legislation. It advocates a proactive approach to allowing citizens to access information about themselves, without it necessarily needing to be specifically requested or mandated in legislation. This might be achieved, for example, by making it securely available online.

The employees of the council should also be able to access the data they require to fulfil their roles.

Clearly the desire to make information available does need to be balanced against constraints which may prevent this. Exclusions would include, for example, legally privileged information, and information that is required to maintain security.

## 10. Roles and Responsibilities

Lack of data knowledge and skills is a challenge for LCC and the retention of knowledge moving forwards.

A data strategy should include attention to organisational roles by documenting who does what with the data, in order to facilitate collaboration and avoid duplication. Not everyone in an organisation uses data the same way, and their roles in data collection, management, and analytics will vary.

Three main types of users typically implement and enforce data strategy:

- Data engineers, who oversee the data pipeline and are responsible for building an efficient, reliable data architecture
- Data scientists, who work with data that the pipeline delivers
- Data analysts, who specialise in analysing and interpreting data

See Appendix B for a clear direction for our business to define roles and responsibilities.

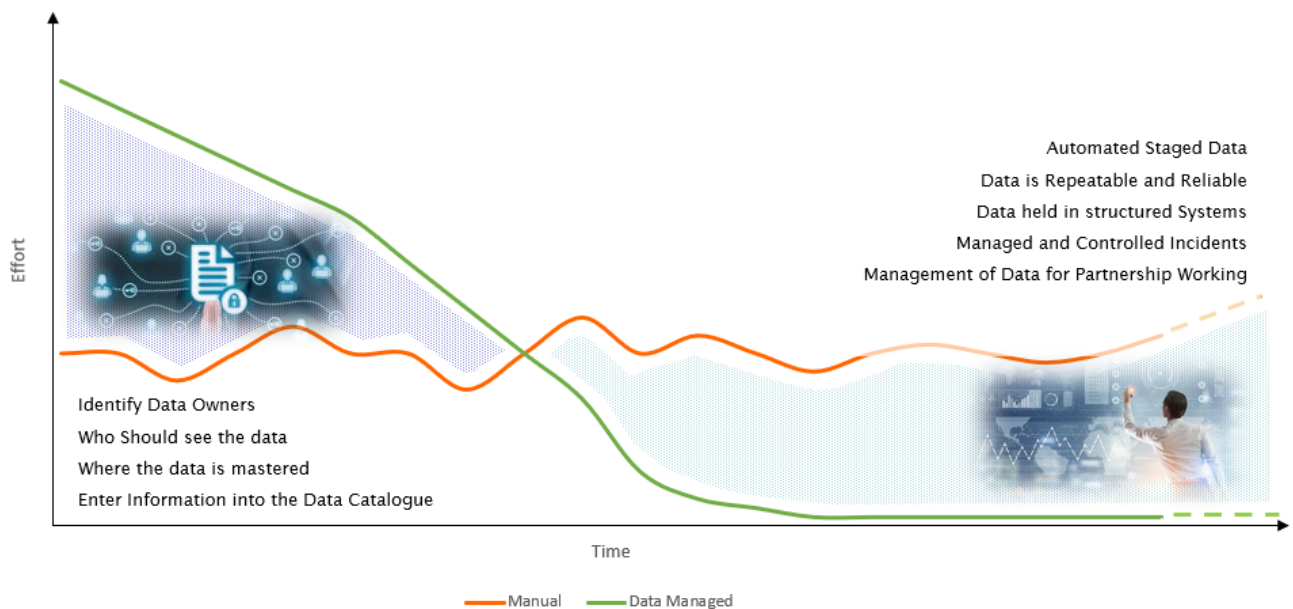
When coordinating roles, we should consider everyone in the organisation who uses data in any way, even if working with data is not a primary part of their job responsibilities. For example, an account manager who records customer information has a role to play in data collection, and a sales manager may need data analytics to help plan the next marketing campaign. Your data strategy should document the roles of each team member or group.

## 11. Recommendations and Next Steps

See Appendix A for clear direction of milestones.

Delivering strategy will contain challenges but research has shown that it is possible. Looking at the lessons learnt and insights of other local authorities that have undertaken the challenge the key messages are:

- Start with a clear problem to be solved for which data can have real impact
- Engage support from senior leadership and continue to work to convince them of the importance of data to the organisation
- Start small and engage with end-users to find out how data could be used to make their day-to-day work easier
- Embed 'data improvement' activities in existing projects and initiatives
- Be clear about objectives and how these will be measured
- Adopt an incremental approach to building the **Data Architecture, Governance, Management and Business Intelligence** capabilities
- Ensure that realistic financial and staff resources are allocated to 'data improvement' projects and activities
- Approach the work through a series of short, repeatable work packages, working in an agile fashion
- Evaluate any data improvement activities against the original objectives





## 12. Key Resources

[The ODI – Open Data Institute](#) – Toolsets on how to manage Data

[Data analytics | Nesta](#) – Useful resources on what is happening in UK PLC and Local Government Sector

[Publish and manage data - Data.gov.uk](#) – Central Government mechanisms for managing data

[Home - Office for National Statistics \(ons.gov.uk\)](#) – Resource for access to set of key datasets to underpin the wider use of data

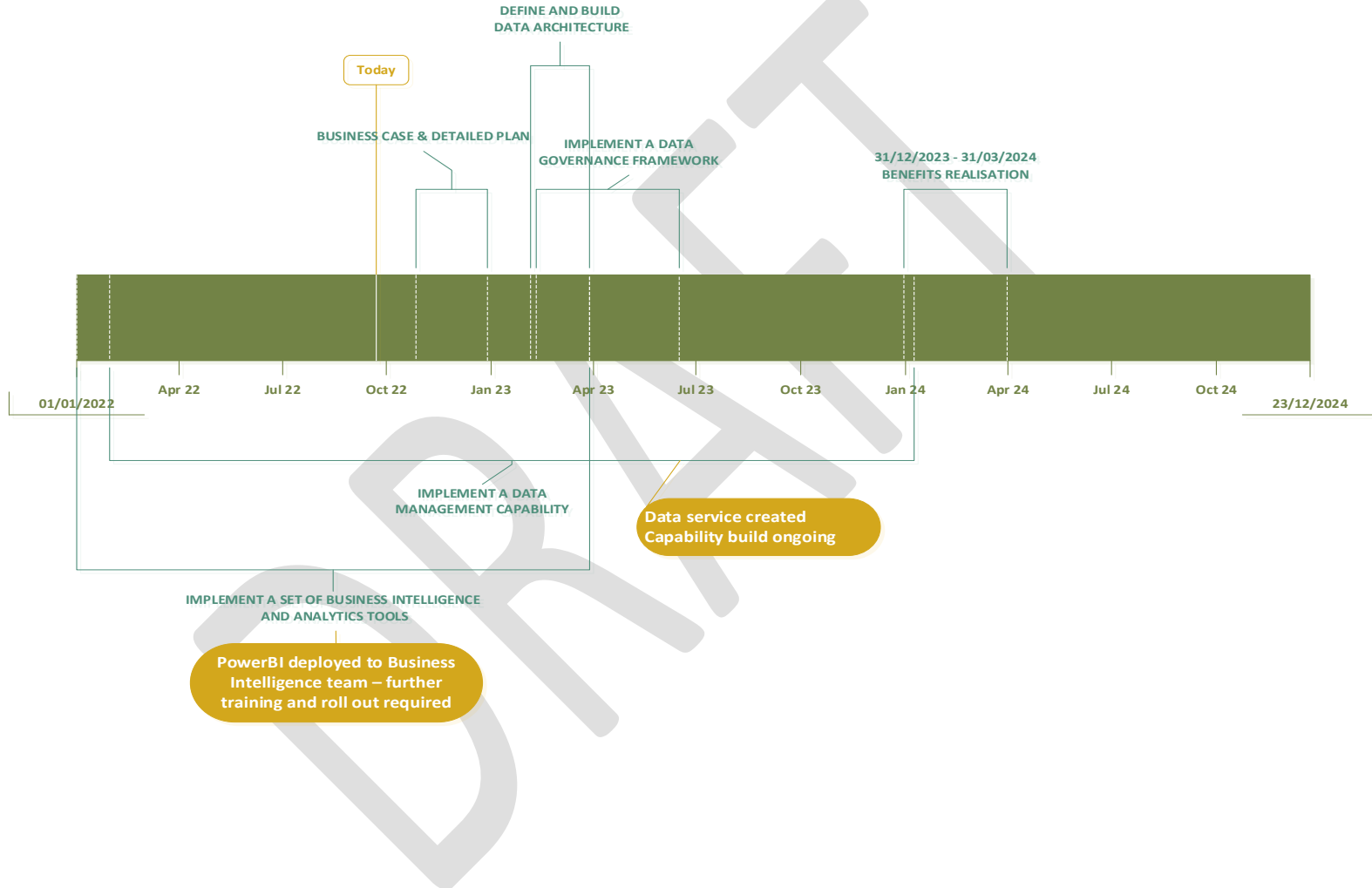
[Using a federated model for API discovery in government - Data in government \(blog.gov.uk\)](#) – Emerging methods for sharing data

[Develop your data and APIs using a reference architecture - GOV.UK \(www.gov.uk\)](#) – Designing good data architecture in Local Government

[Developing a data strategy and delivering it - Data in government \(blog.gov.uk\)](#) – DWP Data Strategy Development

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# 13. Appendix A – Overview Plan Timeline



## 14. Appendix B – Roles and Responsibilities

Every piece of data at source used and accessed via secondary technical capabilities such as BI / GIS must have a recognised owner and approver to ensure that the data made available to the wider community is valid and fit for purpose. Digital Services will provide the mechanism for maintaining a Data Catalogue which will highlight both Technical Officer and Approver before data is released into a production environment.

### Platform Role

- Identify if the data architecture is best practice
- Identify if the data is used within BI or any other function
- Recognise the source system on the digital roadmap
- Provide advice and guidance on the solutions available to the end user
- Highlight technical roadmap and solutions available now and into the future
- Provide awareness of upgrade timetable
- Can use analysis tools
- Set out and promote robust data governance, liaising with Senior and Technical Officers as required
- Provide training plans/resources that meet the needs of the customer
- Design and implement applications and tools as required by the business

### Technical Officer

- Have a clear understanding of what good data looks like and can either maintain or improve the datasets
- An awareness of changes or alterations to source systems and the roadmap of those source systems
- Can work with Digital Services to watermark and quality check outputs
- Define how the data should be used
- Define the frequency of updates against the dataset
- Undertake data management activities as defined by Senior Officers within their team service.

### Senior Officer

- Sign-off on data that can be made available through the visual platforms
- Understand and appreciate the wide range of use cases and that the datasets may be used for additional purposes
- Engage with the platform capability on future technology roadmap
- Ensures compliance with Information Governance
- Promotes use of the platforms to support delivery of the services
- Understand the need and take responsibility for robust data ownership/management within their service.



## 15. Benefits of Data Ownership (Business Context)

Pros / Cons of Good and Bad Data – Understanding the contents below is not exhaustive but useful to try and summarise why individuals need to participate moving forwards.

### Benefits

- Data / Information can be trusted to make informed decisions – "One version of the truth"
- Data can be joined to other datasets to provide enriched information
- Colleagues do not need access to source systems
- Easier to maintain good data
- Logic understood to allow for ongoing data cleanse
- Metadata (information about the data i.e. currency, source, ownership) readily available and maintained.
- Intended use of data is clearly defined (how it meant to be used, what it should not be used for, who the intended audience is)

### Risks to non-adherence

- Colleagues will stop using the information
- Colleagues must use several systems to confirm data
- No plan to keep on top of the data quality moving forwards
- Risk to service or services based on inaccurate data
- Greater opportunity to take post processing off-line and manage through spreadsheets
- Ownership of the data is not clearly defined (who is responsible for the data and defines how it should be used, who allocates resources to ensure data is maintained).



## Report to the Cabinet

Meeting to be held on Thursday, 6 October 2022

## Report of the (Acting) Director of Education, Culture and Skills

### Part I

Electoral Division affected:  
Fleetwood East; Fleetwood  
West & Cleveleys West;

**Corporate Priorities:**  
Supporting economic growth;

## Fleetwood Maritime Museum - Boat Storage

Contact for further information:

Ian Watson, Tel: (01772) 534009, Libraries and Museums Manager,  
ian.watson@lancashire.gov.uk

### Brief Summary

The Cabinet Working Group on Museums considered the future of two historic vessels owned by the county council and currently on loan to the Fleetwood Museum Trust. The Museum Trust has developed a project proposal for the long-term preservation of the vessels and has requested financial and in-kind support from the county council.

### Recommendation

Cabinet is asked to agree funding of £43,690 during 2022/23 and the provision of in-kind support from the county council's Conservation and Collections Team to support a bid to the National Lottery Heritage Fund and the development of a conservation management plan over three years for both vessels which will also deliver skills training to apprentices and supervised volunteers.

### Detail

Fleetwood Maritime Museum was operated by the county council between 1992 and 2018. Following the decision to withdraw funding from the museums, the Museum closed its doors to the public on 30 September 2016. A process to find alternative operators for the closed museum resulted in the Fleetwood Museum Trust (financially supported by Fleetwood Town Council) being identified as the preferred applicant to whom the museum could be transferred.

The county council and the Fleetwood Museum Trust went into detailed negotiations during 2017 and a report was presented to the Cabinet in March 2018 and the museum was transferred to Fleetwood Maritime Museum Trust on 31 March 2018.

The transfer process involved two elements:

1. The building; and
2. The collection

### **The Building**

The building is owned by Wyre Borough Council and is leased to the county council. Wyre Borough Council agreed for the assignment of the building lease from the county council to the Fleetwood Museum Trust. If the Fleetwood Museum Trust were to cease, the lease would not revert back to the county council but, because the lease is a pre-1996 lease, the county council would still be contractually bound to perform the covenants in the lease (including repair covenants). Therefore, Wyre Borough Council could potentially enforce the repair covenant (as well as the other covenants) against the county council in the event that the Fleetwood Museum Trust were in breach.

In addition, the county council paid £120,000 to the Fleetwood Museum Trust in March 2018, which was the amount of outstanding building repairs required and which was generally equivalent to the payment that would have been made to Wyre Borough Council if the county council had surrendered the lease. This money had been spent on repairing and improving the fabric of the building as was described to members of the Cabinet Working Group for Museums on a recent visit to the Museum.

### **The Collection**

The Museum contains a unique collection of items built up over a number of decades including two vessels, which are stored behind the museum building. The deep-sea fishing trawler (the "Harriet") and the inshore fishing vessel (the "Judy") are both on the National Register of Historic Ships alongside other iconic vessels such as H.M.S. Victory. The collections belong to the county council and a loan agreement protects the county council's interest in the collections should the Fleetwood Museum Trust fail in the future.

As part of the museum transfer, a 5-year Collections Agreement was developed and agreed between the county council and the Fleetwood Museum Trust and came into effect in March 2018. This means that both boats remain in the ownership of the county council.

Without the involvement of the Fleetwood Museum Trust, the responsibility and full cost of preserving the vessels would fall to the county council.



## **Boat storage proposal from Fleetwood Museum Trust**

Members of the Fleetwood Museum Trust attended a meeting of the Cabinet Working Group for Museums on 2 March 2022 and presented a proposal to improve the storage of the two boats at the rear of the museum building.

The project involves extending the existing boat shed covering the "Harriet", extending it to cover the Judy and replace cladding to make the boat-shed weather-proof.

Alongside protecting the vessels from the elements, the principal activity will be developing a conservation management plan for both vessels and deliver skills training to apprentices and supervised volunteers.

Fleetwood Museum Trust will apply to National Lottery Heritage Fund for up to £225,150 with £99,690 match funding from Fleetwood Museum Trust (£46,000) and the county council (£43,690).

If the funding bid was unsuccessful, the funding from the Fleetwood Museum Trust and the county council would be used to form a shed over the "Judy" in her current location. The "Judy" is only under a tarpaulin cover and is in danger of irreparable damage from being exposed to the elements.

In addition to a capital contribution from the county council, the county council's Conservation and Collections Team will be involved in supporting the conservation management plan in two phases over 3 years.

The first phase would cover the supervision and assistance in the moving of the "Judy" twice and recovering her.

Once the initial phase to move the "Judy" twice and alter the covering has been completed, the second phase would be to work with volunteers to develop a cohort of individuals with the skills to help with the preventative care of the ships would need to be undertaken.

Staff would need to work with suitable boat builders and maritime heritage specialists to create a bespoke series of activities to train these individuals in a programme of basic conservation skills. This should also include a range of health and safety information and course. This course would be divided into theoretical sessions followed by practical application of information learnt. The course would be delivered over 8 - 10 weeks, for 2 - 3 days per week.

Fleetwood Museum Trust would be responsible for all health and safety elements relating to this use of volunteers.

Once developed, the full course would be required to be delivered at least twice to selected groups of volunteers of no more than 8 - 10 individuals.

### **Consultations**

N/A



## Implications:

This item has the following implications, as indicated:

### Risk management

As the vessels are on the National Register of Historic Ships, the "Harriet" and "Judy" will need to be preserved. Both vessels are in an advanced state of decay and Fleetwood Museum Trust is proposing to make a bid for National Lottery Heritage Funds that would secure the future of the vessels for many years to come.

Without this project, the responsibility and full cost of preserving the vessels will fall to the county council.

### Implications of the national standards for museums

The county council is obliged to comply with a number of nationally agreed heritage standards with regard to how museum collections are cared for and interpreted. This includes any collections which are on loan to other organisations where the liability always remains with the lender.

With regard to the maintenance and care of the vessels, Harriet and Judy are on loan to Fleetwood Museum Trust and the two key standards are:

- Arts Council England Museum Accreditation Standard

This nationally agreed standard lays out the specific requirements of how we care for the items in our care and how accessible the collections are both physically and digitally.

Arts Council England Accreditation also is a springboard allowing access to a wide range of grant funded opportunities such as the Esmee Fairburn Trust and the Wolfson Foundation.

- The Register of Historic Ships

Both Harriet and Judy are included in the Register of Historic Ships, which includes ships and vessels of national importance. As such, the owners of vessels are obliged to undertake their care to agreed conservation standards. But they also benefit from the potential ability to spring additional funding from specific grant funders.

National Historic Ships UK is a government funded, independent organisation which gives objective advice to UK governments and local authorities, funding bodies, and the historic ships sector on all matters relating to historic vessels in the UK. National Historic Ships UK carries a wide remit, looking not only at the immediate issues concerning historic vessels in the UK, but also addressing questions relating to the support infrastructure for historic ships, their potential for contributing in the wider economic, social and community context, and maintaining a watch list of vessels abroad with potential UK significance





The present arrangement with Fleetwood Museum Trust has the additional benefit of providing a location for these ships to be on display to the public. A successful conclusion of the Fleetwood Museum Trust project over the coming three years would also provide an opportunity to place more vessels on display.

This project, working to upskill local individuals in the care and conservation of these vessels will have additional benefits in ensuring that the county council can comply with the benchmarked standards of both Arts Council England (ACE) Accreditation and National Historic Ships as well increasing accessibility to museum collections.

## **Financial**

The requested in-kind support (c£56,000) is provided over a three-year period and the time allocated to this work would result in a loss of external income (that this time could otherwise have generated on fee paying work). The cash grant of £43,000 in addition to any detrimental impact on income will be managed within the team or wider service revenue budget.

## **List of Background Papers**

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A





By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972. It is considered that all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Document is Restricted



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