

**Lancashire County Council**

**Cabinet**

**Thursday, 2nd February, 2023 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 19 January 2023** (Pages 1 - 8)
- 4. Questions for Cabinet**  
To answer any verbal questions and supplementary questions from a county councillor, about any matter which relates to any item under Part I on the agenda for this meeting under Standing Order C35(7).

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

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

**Matters for Decision:**

**The Cabinet Member for Resources, HR and Property (Deputy Leader) - County Councillor Alan Vincent and The Cabinet Member for Economic Development and Growth - County Councillor Aidy Riggott**

- 5. South Lancaster to M6 Road Scheme: Link Road and Park and Ride Facility** (Pages 9 - 18)



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

6. **Corporate Performance Report - 2022/23 Quarter 3** (Pages 19 - 66)

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

7. **Money Matters Quarter 3 Report 2022/23** (Pages 67 - 136)

**The Cabinet Member for Resources, HR and Property  
(Deputy Leader) - County Councillor Alan Vincent and The  
Cabinet Member for Education and Skills - County  
Councillor Jayne Rear**

8. **Capital Strategy for Schools – Condition Led  
Capital Investment Programme 2023/24** (Pages 137 - 142)  
Please note that Appendix 'A' to this report is in Part II  
and appears as Item No. 23 on the Agenda.

**The Cabinet Member for Highways and Transport -  
County Councillor Rupert Swarbrick**

9. **Oliver's Place and Pittman Way, Preston - Bus  
Service Improvement Plans** (Pages 143 - 150)

10. **Transforming Friargate North and Ring Way -  
Various Orders and Approvals** (Pages 151 - 214)

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

11. **Adult Social Care - Provider Fees Uplift 2023/24** (Pages 215 - 228)

12. **Joint Policy for the Management of Section 117  
Aftercare, Reviews and Discharge** (Pages 229 - 254)

**The Cabinet Member for Children and Families - County  
Councillor Cosima Towneley**

13. **Children and Young People's Participation Strategy** (Pages 255 - 270)

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

14. **Co-ordinated Admissions Scheme 2024/2025 -  
Determination of the Qualifying Scheme** (Pages 271 - 286)

15. **Determination of Admission Arrangements for  
Community and Voluntary Controlled Primary and  
Secondary Schools and Sixth Forms for the School** (Pages 287 - 330)



## Year 2024/2025

16. **Determination of Home to School Transport Policy - Academic Year 2024/2025** (Pages 331 - 362)
17. **Update on the School Place Planning Delivery Programme 2023-25** (Pages 363 - 376)  
Please note that Appendix 'A' to this report is in Part II and appears as Item No. 25 on the Agenda.

### Matters for Information:

18. **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.
19. **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.
20. **Date of Next Meeting**  
The next meeting of Cabinet will be held on Thursday 2 March 2023 at 2.00pm at County Hall, Preston.
21. **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.
22. **Exclusion of Press and Public**  
The Cabinet is asked to consider whether, under Section 100A(4) of the Local Government Act 1972, it considers that the public should be excluded from the meeting during consideration of the following items of business on the grounds that there would be a likely disclosure of exempt information as defined in the appropriate paragraph of Part I of Schedule 12A to the Local Government Act 1972 as indicated against the heading to the item.



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

**The Cabinet Member for Resources, HR and Property (Deputy Leader) - County Councillor Alan Vincent and The Cabinet Member for Education and Skills - County Councillor Jayne Rear**

23. **Appendix 'A' of Item 8 - Capital Strategy for Schools – Condition Led Capital Investment Programme 2023/24** (Pages 377 - 380)

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

Appendix 'A' 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.

**The Cabinet Member for Resources, HR and Property (Deputy Leader) - County Councillor Alan Vincent and The Cabinet Member for Children and Families - County Councillor Cosima Towneley**

24. **Contract Extensions: Supported Accommodation – Young People's & Combined Families Services** (Pages 381 - 388)

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

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

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

25. **Appendix 'A' to Item 17 - Update on the School Place Planning Delivery Programme 2023-25** (Pages 389 - 392)

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

Appendix 'A' 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

County Hall  
Preston





## Lancashire County Council

### Cabinet

**Minutes of the Meeting held on Thursday, 19th January, 2023 at 2.00 pm in Committee Room 'B' - The Diamond Jubilee Room, County Hall, Preston**

#### Present:

County Councillor Alan Vincent

Cabinet Member for Resources, HR  
and Property (Deputy Leader)  
(in the Chair)

#### Cabinet Members

County Councillor Peter Buckley  
County Councillor Graham Gooch  
County Councillor Michael Green  
County Councillor Jayne Rear  
County Councillor Aidy Riggott  
County Councillor Rupert Swarbrick  
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).

#### 1. Apologies for Absence

Apologies were received from the Leader of the Council, County Councillor Philippa Williamson.

In the absence of the Leader of the Council, County Councillor Alan Vincent, Cabinet Member for Resources, HR and Property (Deputy Leader), Chaired the meeting.

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

None.

#### 3. Minutes of the Meeting held on 1 December 2022

**Resolved:** That the minutes of the meeting held on 1 December 2022 be confirmed as a correct record and signed by the Chair.



#### 4. Questions for Cabinet

There were no questions received.

Cabinet thanked Phil Green, Executive Director of Growth, Environment, Transport and Community Services, and all the officers involved in Lancashire's successful Levelling up Bids.

#### 5. Medium Term Financial Strategy 2023/24 - 2026/27 and Reserves - Quarter 3 Update

Cabinet considered a report on the medium-term financial strategy for 2023/24 - 2026/27. It was noted that the Provisional Financial Settlement was announced on 19 December 2022 by the Government which provided local authorities with detailed allocations of funding for the next financial year. A revised medium-term financial strategy had been prepared as at Quarter 3 and included all implications of the Provisional Settlement.

**Resolved:** That

- i. The revised funding gap of £15.526m covering the period 2023/24 to 2026/27 as set out in the revised financial outlook forecast for the council, be noted;
- ii. Approval be given for the budget adjustments for 2022/23, and following years' changes, included in the revised medium-term financial strategy; and
- iii. The contents of the county council's reserves position, be noted.

#### 6. Procurement Report

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

- i. Living Well at Home (formerly referred to as Home Care and Intermediate Care)
- ii. Provision of Technology Enabled Care Service
- iii. Provision of Mental Health Rehabilitation Service
- iv. Smokefree Lancashire – Tobacco Dependency Service
- v. A601(M) Maintenance Project.

It was noted that Appendices 'B' – 'E' of this report were in Part II and appeared as Item No. 21 on the agenda.

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

- i. Living Well at Home (formerly referred to as Home Care and Intermediate Care)
- ii. Provision of Technology Enabled Care Service
- iii. Provision of Mental Health Rehabilitation Service
- iv. Smokefree Lancashire – Tobacco Dependency Service
- v. A601(M) Maintenance Project.





## 7. Community Assets Policy

Cabinet considered a report that set out a revised policy for community ownership of surplus land or buildings deemed to be 'community assets' which are either listed as Assets of Community Value or qualify for Community Asset Transfer.

**Resolved:** That the Community Assets Policy 2023, as attached at Appendix 'A' of the report, be approved.

## 8. Secondment Arrangement of Executive Director of Adult Services and Health and Wellbeing to the Lancashire and South Cumbria Integrated Care Board

Louise Taylor, Executive Director of Adult Services and Health and Wellbeing, left the meeting during consideration of this item.

Cabinet considered a report that set out the rationale for sharing the services of the county council's Executive Director of Adult Services and Health and Wellbeing with the Lancashire and South Cumbria Integrated Care Board on the basis of 80 per cent Integrated Care Board, 20% county council. It was proposed that this be achieved by way of a secondment agreement with the Director of Corporate Services authorised, in consultation with the Interim Director of People, to finalise terms.

**Resolved:** That

- i. The secondment of the Executive Director of Adult Services and Health and Wellbeing to the Lancashire and South Cumbria Integrated Care Board for 80% of her working time to take up the role of Director of Health and Care Integration be approved in principle; and
- ii. The Director of Corporate Services be authorised, in consultation with the Interim Director of People, to negotiate and agree appropriate secondment agreement terms with the Lancashire and South Cumbria Integrated Care Board (subject to the agreement of the Executive Director of Adult Services and Health and Wellbeing).

## 9. Lancashire County Council Highways and Transport Strategy 2023-25

Cabinet considered a report on a new Highways and Transport Strategy for Lancashire County Council covering the period 2023-25.

**Resolved:** That the Lancashire County Council Highways and Transport Strategy 2023-25, as set out at Appendix 'A' of the report, be approved.

## 10. Revised Estate Road Specification

Cabinet considered a report on the revised update of the Estate Road Specification. The Estate Road Specification applies to works in, under, or over an existing or proposed vehicular highway by a third party under an agreement with the highway authority under S278 or S38 Highways Act 1980. It specifies the design criteria, the standards of materials and workmanship to be used, the ways and methods works



should be carried out and the testing and quality standards that must be met in construction. It was noted that the existing Estate Road Specification was last updated in 2011 and since then, there had been significant developments in principles of design, in particular active travel and an increased focus on sustainability and carbon reduction.

**Resolved:** That

- i. The proposed revised Estate Road Specification, as set out at Appendix 'A' of the report, be approved;
- ii. The Director of Strategy and Performance be authorised, in consultation with the Cabinet Member for Highways and Transport, to publish the revised Estate Road Specification; and
- iii. The Head of Service - Asset Management be authorised to approve ongoing revisions to the Estate Road Specification, as required as a result of revisions to national policy and standards.

#### **11. Increase in the Number of Places at Kingsbury Special School, Skelmersdale and Establishment of Special Educational Needs Units across Lancashire**

Cabinet considered a report that provided an update on the implementation of the Special Educational Needs and Disabilities Sufficiency Strategy and identified proposals to increase the range and amount of specialist provision available in different locations across Lancashire.

It was noted that Appendix 'A' of the report was in Part II and appeared at Item No. 22 on the agenda.

**Resolved:** That, following consideration of the results of the informal consultation to expand and increase the number of school places at Kingsbury Primary School, Skelmersdale:

- i. The issuing of the statutory notices and the initiation of the formal consultation process required to make the changes be approved;
- ii. The initiation of feasibility studies and the informal consultation process to establish Special Educational Needs units be approved at the following mainstream schools:
  - Thornton Primary School;
  - Calder Vale St John Church of England Primary School, Garstang;
  - Park Primary School, Colne;
  - Mount Carmel Roman Catholic High School, Hyndburn.
- iii. The Executive Director of Education and Children's Services be authorised, in consultation with the Cabinet Member for Education and Skills, to review the outcomes of the informal consultation and whether to proceed with the formal consultations to establish Special Educational Needs units at these schools.



## **12. Special Educational Needs and Disabilities Sufficiency Strategy - Bleasdale School, Silverdale**

Cabinet considered a report on the residential element of Bleasdale School, Silverdale, which is an all through school for pupils with profound and multiple learning difficulties in the north of Lancashire.

**Resolved:** That

- i. The proposal to carry out an informal consultation to remove the boarding provision at Bleasdale School, be approved;
- ii. The Executive Director of Education and Children's Services be authorised, in consultation with the Cabinet Member for Education and Skills, to review the outcomes of the informal consultation and whether to proceed with the formal consultation to remove the boarding provision at Bleasdale School; and
- iii. It be noted that Cabinet would be presented with the results of the formal consultation in due course and asked to make a final decision about whether to approve the permanent removal of boarding provision at Bleasdale School.

## **13. Special Educational Needs and Disabilities Sufficiency Strategy - North Area, Creation of a Free School for children with Social, Emotional and Mental Health Needs**

Cabinet considered a report providing the outcome of the feasibility study and informal consultation in relation to a proposal to create a free special school for primary aged pupils presenting with social, emotional and mental health needs on the site of the former Firbank Children's Centre, which is on the same site as Castle View Primary School in Lancaster.

It was noted that Appendices 'A', 'B' and 'C' of the report were in Part II and appeared at Item No. 23 on the agenda.

**Resolved:** That

- i. The establishment of a free school for children with social emotional and mental health needs in the north of the county through the free school presumption process, be approved;
- ii. The early appraisal of costs, subject to the preparation of a fully costed estimate, be approved; and
- iii. The Executive Director of Education and Children's Services be authorised, in consultation with the Cabinet Member for Education and Skills, and in conjunction with the Department for Education, to recruit a sponsor.

## **14. Schools Budget 2023/24**

Cabinet considered a report seeking the approval of Cabinet to submit the Schools Block budget pro-forma and approval for the Early Years, High Needs and Central Schools Services Block budgets for 2023/24, in accordance with the Government's school funding Regulations and Guidance.



It was noted that Appendix 'B' of the report was circulated to Cabinet after the agenda publication and is attached to the minutes.

Cabinet expressed thanks to the Lancashire Schools Forum and officers for the work they had undertaken.

**Resolved:** That

- i. The report, including the 2023/24 Dedicated Schools Grant allocations, the final budget proposals for each funding block and any comments made by the Lancashire Schools Forum be noted;
- ii. The Principal Accountant – Schools Finance be authorised to submit the final Schools Block budget pro-forma for 2023/24 to the Education and Skills Funding Agency by 20 January 2023, on the basis set out in the report;
- iii. The 2023/24 budgets for the Early Years, High Needs and Central Schools Services Blocks and local proposals for the High Needs Supplementary Grant allocation for 2023/24 be approved;
- iv. Approval be given to the Dedicated Schools Grant Reserve underwriting the uncertainties around the 2023/24 Schools Budget; and
- v. The decision be implemented immediately for the purposes of Standing Order C28(3) as any delay could adversely affect the execution of the county council's responsibilities. The reason for this is to ensure that the necessary pro-forma can be submitted to the Education and Skills Funding Agency by the required deadline of 20 January 2023.

## **15. Consultation on the Revised Statement of Community Involvement**

Cabinet considered a report seeking approval to consult publicly on the draft revised Statement of Community Involvement, the county council's policy on how local residents and other stakeholders will be engaged in the preparation of planning policies and the determination of planning applications.

**Resolved:** That the draft revised Statement of Community Involvement, attached at Appendix 'A' of the report, to go out to public consultation, be approved.

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

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

## **17. Urgent Business**

There were no items of Urgent Business.

## **18. Date of Next Meeting**

It was noted that the next meeting of Cabinet would be held at 2pm on Thursday, 2 February 2023 at County Hall, Preston.



## **19. 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.

## **20. 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.

## **21. Appendices 'B' to 'E' of Item 6 - Procurement Report**

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

**Resolved:** That Appendices 'B' to 'E' of Item 6 - Procurement Report, be noted.

## **22. Appendix 'A' of Item 11 - Increase in the Number of Places at Kingsbury Special School, Skelmersdale and Establishment of Special Educational Needs Units across Lancashire**

Exempt information as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12A to the Local Government Act 1972. Appendix 'A' contained information relating to any individual and information which is likely to reveal the identity of an individual. It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**Resolved:** That Appendix 'A' of Item 11 - Increase in the Number of Places at Kingsbury Special School, Skelmersdale and Establishment of Special Educational Needs Units across Lancashire, be noted.

## **23. Appendices 'A', 'B' and 'C' of Item 13 - Special Educational Needs and Disabilities Sufficiency Strategy - North Area, Creation of a Free School for children with Social, Emotional and Mental Health Needs**

Exempt information as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12A to the Local Government Act 1972. Appendix 'A' contained information relating to any individual and information which is likely to reveal the identity of an individual. Appendices 'B' and 'C' contained 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. 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 Appendices 'A', 'B' and 'C' of Item 13 - Special Educational Needs and Disabilities Sufficiency Strategy - North Area, Creation of a Free School for children with Social, Emotional and Mental Health Needs, be noted.

Angie Ridgwell  
Chief Executive

County Hall  
Preston



**Report to the Cabinet**

Meeting to be held on Thursday, 2 February 2023

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

**Part I**

Electoral Divisions affected:  
Lancaster Central; Lancaster  
East; Lancaster Rural East;  
Lancaster South East;

**Corporate Priorities:**  
Supporting economic growth;

**South Lancaster to M6 Road Scheme: Link Road and Park and Ride Facility**  
(Appendices 'A' and 'B' refer)

Contact for further information:

Niamh O'Sullivan, Tel: (01772) 530695, Planning Delivery Team Leader, Infrastructure Delivery Team, niamh.osullivan@lancashire.gov.uk

**Brief Summary**

Approval is sought to take forward the South Lancaster to M6 Road Scheme by approving an altered route of the Link Road, removal of a reconfigured M6 Junction 33 (specifically removal of new north facing slip roads) and an alternative site for a Park and Ride facility. This approval would also provide for acquisition of rights, interests and enabling arrangements in respect of land for this scheme, and also preparatory work for the use of compulsory purchase powers for the same.

This alteration reflects the findings of environmental surveys and investigations during 2022. A formal decision is necessary in advance of 'pre-application' public consultation on this altered scheme before the planning application is submitted later this year.

Earlier decisions made by Cabinet in relation to this scheme, in January and February 2021, and October 2021, are referred to within this report.

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

## Recommendation

Cabinet is asked to:

- (i) Approve the provision of the altered Link Road (Appendix 'A') and alternative site for a Park and Ride facility (Appendix 'B').
- (ii) Agree that, subject to approval of recommendation (i) set out above, the route, as shown on Appendix 'A', be approved and adopted as the route of the Link Road.
- (iii) Approve the use of the county council's powers of Compulsory Purchase contained in the Highways Act 1980, and all and any other enabling legislation, to acquire all the necessary land and rights for the construction/improvement and future maintenance for the South Lancaster to M6 Road Scheme (including the new Link Road, the Spine Road serving a Bailrigg Garden Village and a Hazelrigg Lane Park and Ride facility).
- (iv) Authorise both the preparation of Compulsory Purchase and Side Road Orders for the South Lancaster to M6 Road Scheme and other appropriate Notices, Orders and Schemes under the relevant statutes and the taking of all other procedural steps in connection with the making of the Orders and Schemes, prior to approval and sealing and making of the formal Orders and Schemes.
- (v) Approve the acquisition by agreement in advance of Compulsory Purchase powers of all rights, interests, and enabling arrangements to facilitate the South Lancaster to M6 Road Scheme.

## Detail

Following the submission of a Housing Infrastructure Fund application (HIF bid) for the £261m South Lancaster Growth Catalyst (herein referred to as 'the Catalyst') in March 2019, the Government confirmed a £140m allocation to the Catalyst in the spring Budget in March 2020. The Catalyst will create capacity for at least 9,185 homes (this figure includes the new student homes) in South Lancaster, as well as 3,000 new jobs expected on the University campus by 2027 as well as delivering wider benefits. The scheme will also open up the potential for further growth and will develop Lancaster's public transport and active travel networks and deliver a wide range of new, high quality housing.

The Catalyst was the subject of a report to the meeting of the Cabinet in January 2021. That report explained the background to the Catalyst Programme and presented details of the integrated package of highway and transportation proposals and the context to this package. The Cabinet resolved to approve the report.

The 'South Lancaster to M6 Road Scheme' was the subject of a report to the meeting of the Cabinet in February 2021. That report described the result of public consultation through which a 'Central 1' route option attracted most public support for





the Junction 33 Link Road. The Cabinet resolved to approve and adopt the preferred route in February 2021.

The 'Spine Road to serve Bailrigg Garden Village; and a site for a Park and Ride facility' was subject of a report to the meeting of the Cabinet in October 2021. That report described how the Spine Road had evolved with collaboration with Lancaster City Council and their appointed consultant. The Cabinet resolved to approve and adopt the Spine Road. The report described the location of the Park and Ride facility. The Cabinet resolved to approve the site for the Park and Ride facility. Consequently, approval of the use of powers and preparation of Compulsory Purchase and Side Road Orders was approved by Cabinet in October 2021.

### Link Road

Environmental surveys, traffic modelling and engineering design have been progressing to inform the detailed design of this scheme. With the collection of this environmental information an issue has emerged that the woodland beside the M6 has ancient woodland properties. This is new information from field surveys that was not available at the time of the initial alignment, as data compiled nationally for ancient woodland does not collate data for ancient woodland under 5 hectares in size. A range of options were considered to avoid impact to this woodland. Updates to traffic modelling have enabled revised route alignment options to be considered. Assessment of the alignment options based on their impact on the environment, their engineering feasibility and traffic performance has determined the alteration to the preferred route approved by the Cabinet in February 2021, and presented at Appendix 'A', to offer the best balance between most benefit and least impact.

The altered alignment is considered acceptable in environmental, engineering and traffic terms and presents a secondary benefit of a reduced cost to the scheme in a time of increased construction costs.

The Link Road will now connect to the A6 roundabout and bridge over the West Coast Main Line before continuing along the western boundary of the M6 connecting with Hazelrigg Lane. This will negate a requirement for new north facing slip roads for M6 Junction 33 and avoid impact on ancient woodland.

### Park and Ride Facility

Opportunities presented by changes to the alignment of the Link Road have opened up the potential for a Park and Ride facility to be located further east along Hazelrigg Lane in closer proximity to the motorway, enhancing its attraction. The site would be served by a new highway access junction on the Link Road for all vehicles and a dedicated bus only access supporting bus priority.

The Park and Ride facility is to be situated to the south of Hazelrigg Lane, west of the Link Road. The site would have the capacity for approximately 500 vehicles. A bus service would run between the Park and Ride and Lancaster city centre via the A6 and Bailrigg Garden Village. The Park and Ride would alleviate the traffic that is experienced in Lancaster City Centre by providing a sustainable transport route for residents of Bailrigg Garden Village, the local villages of Ellel and Galgate, university students and commuters.



## Consultations

The M6 Junction 33 Reconfiguration with Link Road has been the subject of public consultation as part of the 'Transforming Lancashire Transport' options published in autumn 2020. That consultation and the consequent Cabinet approval in February 2021, established the preferred route. The alignment presented at Appendix 'A' works to the same preferred route.

Discussions have been held with relevant stakeholders: Natural England, National Highways, Network Rail on the Link Road, and bus operators and Lancaster City Council on the Park and Ride facility.

The South Lancaster to M6 Road Scheme will be subject to a 'pre-application' public consultation in March 2023.

## Implications:

This item has the following implications, as indicated:

### Risk management

If the recommendations are not approved, there is the risk that development will take place along the route making the future construction of the scheme either more difficult or impossible.

This would also result in uncertainty and delay on progressing statutory planning and land assembly procedures and in turn construction of the scheme when the appropriate time is reached.

If the recommendations are not approved, there is a risk that the scheme does not achieve planning permission due to impact to the ancient woodland.

The recommended approach also allows for a comprehensive and holistic approach to be taken to infrastructure development in South Lancaster; both in terms of design and the assessment of the proposed works.

Should the recommendations in this report be approved, preparatory work can proceed in accordance with relevant regulations and procedures and documents be produced in order to maintain the delivery programme for this scheme. Furthermore, negotiations to purchase land by agreement can be progressed.

## Financial

The financial model and principles to the South Lancaster Growth Catalyst Programme were considered by Cabinet at its meeting in January 2021. The activities set out above will be funded through the Programme, representing a combination of grant from the Homes England Housing Infrastructure, local authority contributions, including £4.6m from Lancashire County Council, and a cash flow facility. The remainder of the funding in the overall programme is from developer contributions and other grant income to provide the whole package of measures expected in the full programme.



## Human Rights

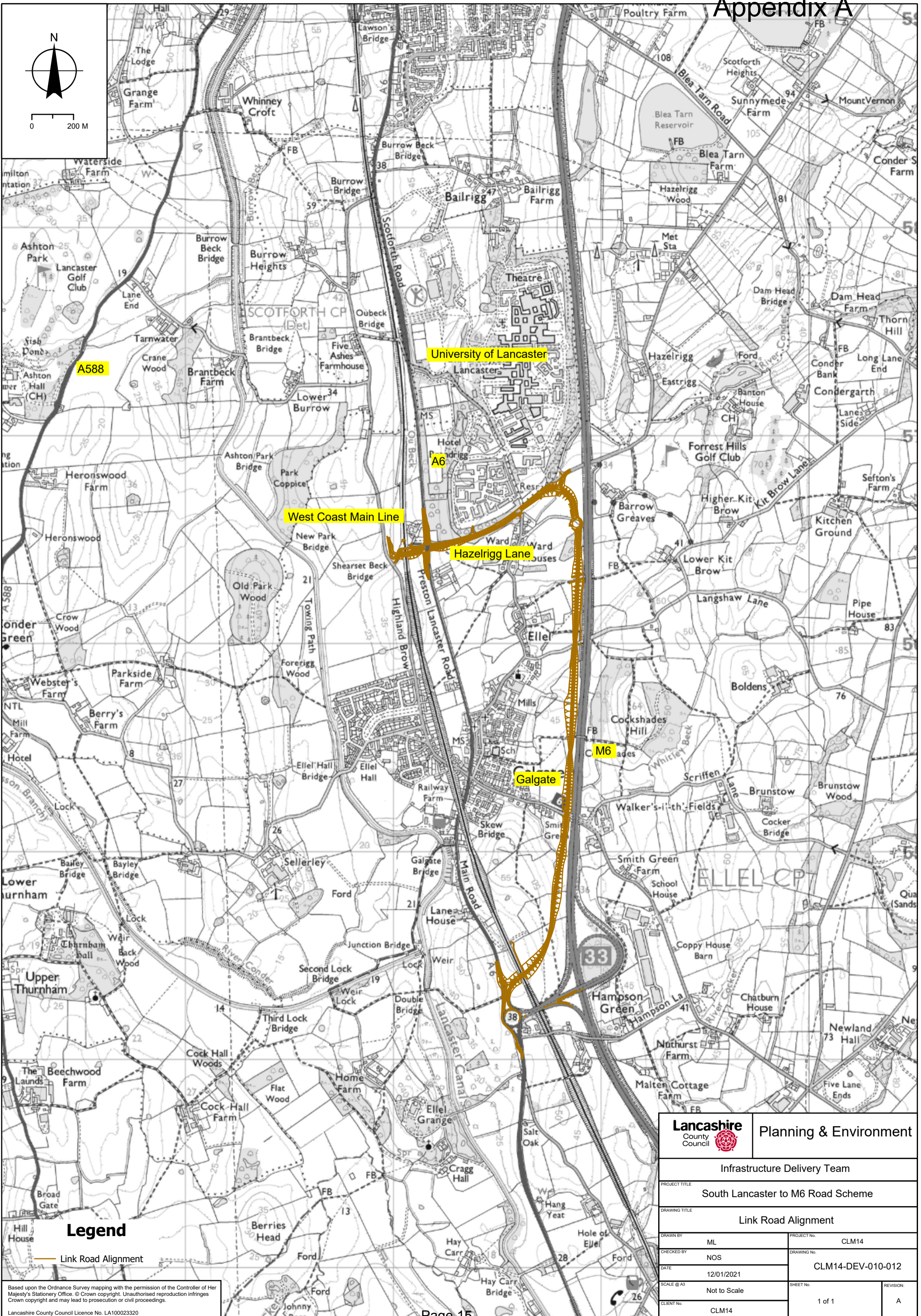
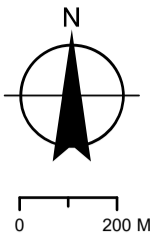
Every person has the right to peaceful enjoyment of his or her possessions under Article 1 of the First Protocol on Human Rights and no one shall be deprived of his possessions except when there is a compelling case in the public interest. If there is to be an interference with this right, this must be done as provided for by the law and the interference must strike a fair balance between the interests of the community and the protection of the rights of the individual. The scheme's design seeks to minimise the interference necessary and, although a balance is required to be achieved, the county council believes that the greater good is in promoting the scheme for the benefit of the people of Lancaster and the wider public, and that this outweighs the harm caused by the use of powers of compulsory acquisition to acquire third party land and rights for the scheme. The county council will also need to make this case when making the proposed Orders.

### List of Background Papers

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







**Legend**

— Link Road Alignment

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**Lancashire** County Council **Planning & Environment**

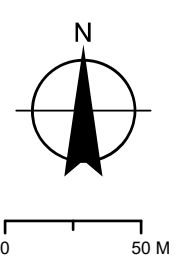
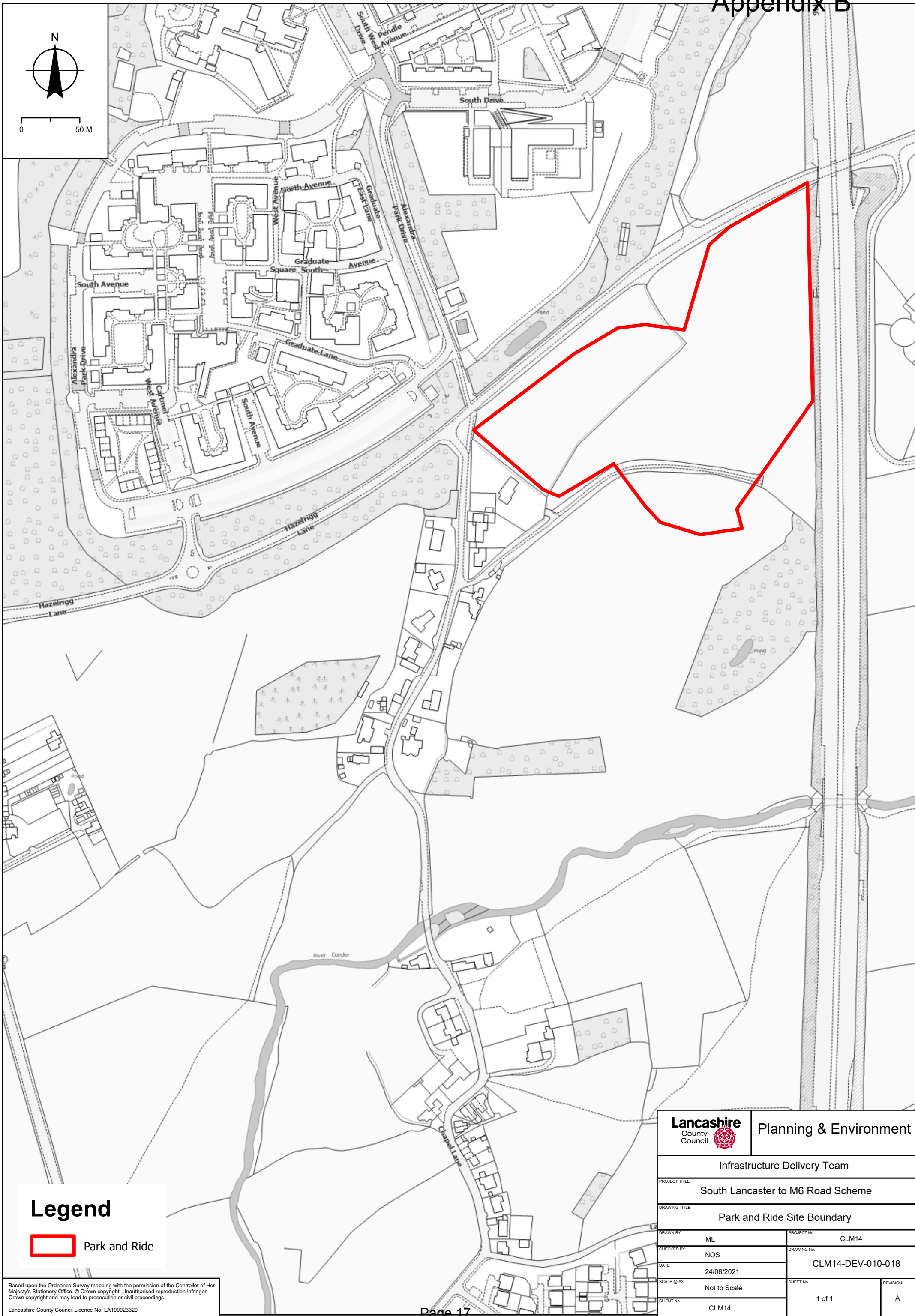
Infrastructure Delivery Team

PROJECT TITLE  
South Lancaster to M6 Road Scheme

DRAWING TITLE  
Link Road Alignment

DRAWN BY ML	PROJECT No. CLM14
CHECKED BY NOS	DRAWING No. CLM14-DEV-010-012
DATE 12/01/2021	
SCALE @ A3 Not to Scale	SHEET No. 1 of 1
CLIENT No. CLM14	REVISION A






## Legend

 Park and Ride

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 <b>Planning &amp; Environment</b>	
Infrastructure Delivery Team	
PROJECT TITLE South Lancaster to M6 Road Scheme	
DRAWING TITLE Park and Ride Site Boundary	
DRAWN BY ML	PROJECT No. CLM14
CHECKED BY NOS	DRAWING No. CLM14-DEV-010-018
DATE 24/08/2021	SHEET No. 1 of 1
SCALE @ A3 Not to Scale	REVISION A
CLIENT No. CLM14	





## Report to the Cabinet

Meeting to be held on Thursday, 2 February 2023

## Report of the Director of Strategy and Performance

### Part I

Electoral Division affected:  
(All Divisions);

**Corporate Priorities:**  
Delivering better services;  
Protecting our environment;  
Supporting economic growth;  
Caring for the vulnerable;

## Corporate Performance Report 2022/23 Quarter 3 (Appendices 'A' - 'C' refer)

Contact for further information:

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### Brief Summary

This report covers quarter 3, 2022/23 and provides an overview of the key performance indicators to enable monitoring against the four priorities of the corporate strategy:

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

### Recommendation

Cabinet is asked to note and comment on the performance information set out in Appendices 'A' to 'C'.

### Detail

The Key Performance Indicators in this report were first presented to Cabinet in September 2022. Throughout the year, work has been undertaken to improve performance reporting, with a [Corporate Performance Dashboard](#) presented to

Cabinet in December 2022. This online dashboard enables further drill down into the Key Performance Indicators including definitions, trends and detailed commentary on performance. The format of the Key Performance Indicators commentary was revised for the December report to clearly highlight any issues with performance, and describe actions being taken to improve, alongside demonstrating areas of good performance. This quarter's report provides the same suite of information, enabling comparison with previous quarters. There are three appendices:

- Appendix 'A' provides an executive summary of performance across the council and within each directorate.
- Appendix 'B' provides a performance overview (a printed version of the online dashboard).
- Appendix 'C' provides detailed commentary on the KPIs focusing where necessary on issues, causes and actions.

### **Consultations**

N/A

### **Implications:**

This item has the following implications, as indicated:

### **Risk management**

Each Key Performance Indicator included in this report has commentary proportionate to current performance, including issues, causes and actions. Risks to achieving performance targets are clearly identified where appropriate.

### **List of Background Papers**

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A



**Corporate Performance Report**  
**Executive Summary**  
**2022/23 Quarter 3**

## Introduction

The 2022/23 Q3 corporate performance report provides an update on performance across the 77 Key Performance Indicators (KPIs) which monitor progress towards achieving our four priorities: delivering better services, protecting the environment, supporting economic growth, and caring for the vulnerable.

Of the 77 KPIs in the Corporate Performance Dashboard, 40 have been updated for Q3. Of these, 23 (57.5%) are rated as Green, 9 (22.5%) are Amber and 8 (20%) are Red. Although a direct quarter on quarter comparison of the KPIs would not be appropriate as most of the updated KPIs are reporting part-quarter data due to time constraints it is worth noting that in Q2 59% of the RAG rated KPIs were Green (41 indicators), 21% were Amber (15 indicators) and 20% were Red (14 indicators).

The Chief Executive and each Executive Director has provided a summary of performance for their areas of responsibility in the following sections.

### Angie Ridgwell, Chief Executive

Quarter 3 has been very much influenced by the winter pressures experienced across the health and care system as well as a full Ofsted inspection. We await the outcome of the inspection which we expect at the end of January and were pleased by the strong feedback we received from the inspection team.

Progress on the integration of the health and care system remains a priority as this is crucial to providing better services to our more vulnerable residents. The fragility of the market and the growing complexity of support needs, remain a key challenge and these will require longitudinal policy and structural changes across the system. The council is very active in shaping and influencing the system to get the best outcomes for all our 1.2m residents. However, resources have necessarily been diverted at an operational level to respond to the increasing winter pressures in the system. Our staff have been incredibly supportive of the NHS providing innovative solutions where business as usual has not been sufficient in the circumstances.

Performance challenges remain, primarily focused around adult social care and public health, underlining the need for the structural reforms referred to above. Significant work continues in these areas as set out in Louise Taylor's executive summary below.

Our financial position continues to improve with the forecast overspend reducing to £2.5m from £8m. The Executive Management Team remains committed to ensuring we finalise the year within our allocated financial envelope.

The implementation of Oracle Fusion has been another milestone in the quarter. This is the single largest system in the Council and has necessarily been implemented at pace with staff going above and beyond to deliver. However there have been some real challenges and particularly on the supplier (payment) side these need to be resolved quickly.

Workforce productivity continues its improving trend with further reductions in long term absences, especially around mental health. Recruitment remains a challenge in

a number of areas and recent successes, particularly in Children's services show where innovative solutions are having a positive impact.

**Louise Taylor, Executive Director of Adult Services and Health and Wellbeing**

Our Corporate Performance Indicators provide a robust picture of achievements over the last 9 months and highlight areas where we need to maintain focus.

Good progress has been made in reducing the number of people waiting for an assessment for a social care service or support offer. Lancashire, like most other authorities, has a backlog in the number of people waiting for a social care assessment and receiving a service but waiting review. Further work is required and ongoing.

Another metric demonstrating improvement relates to the 'Making Safeguarding Personal' indicator. Our redesigned Safeguarding Service continues to provide a person centred approach with improved data collection and reporting, which was highlighted as an issue previously. This area remains a priority and further improvement in this metric is expected.

Other indicators continue to reflect ongoing challenges which are not unique to Lancashire. Our long-term average costs show a moderate but expected increase. This is comparable to the trends seen amongst our comparator authorities and is impacted by the current economic climate and we will continue to monitor closely. The process of setting service provider fees for next year is underway and will likely reflect the ongoing cost pressures relating to staffing, utilities, the general cost of living and insurance.

The quality of care home provision across Lancashire remains a concern for both our internal provider services and the external market. There has been a dip in the number of providers rated as good or outstanding. This reflects the ongoing pressures being faced by the care market with the Care Quality Commission reporting issues such as staffing shortages particularly in relation to Registered Managers, lapses in data recording and record keeping, and the general effects of the cost of living impacting on care home quality ratings across the country. Our overall position is marginally better than region and comparable with the England average for care home quality but above both for the quality of home care provision with significantly more providers rated good and outstanding.

We continue to develop our suite of indicators to ensure that we are monitoring the right things in the best way. For example, we established a new data set this year for 'the number of people waiting over 28 days for a package of care'. Once we have collected a full year's worth of data, we will be able to benchmark more effectively.

As highlighted in the previous report our 'Living Better Lives in Lancashire' programme is continuing to roll out in the community and hospital-based services. Its focus is on what people can do for themselves and helping people to better identify and access support in their local area rather than relying solely on formal packages of care. The metrics for the programme continue to show better outcomes for people alongside cost savings that have exceeded our initial forecasts. This work will continue into



2023/24 with an emphasis on further improving joint working and shared investment in preventative services with the NHS and public health.

Many of our indicators are inter-related and important in preparing the directorate to meet future challenges, including social care reform (some of which is now delayed until 2025), managing demand, winter pressures and ensuring inspection readiness. We are building a suite of workforce indicators as recruitment, retention and sickness remain a critical factor in our ongoing provision of safe and effective services.

Work continues with our district and NHS colleagues to develop plans to improve our housing with care and support options for older people and working age people with a supported housing need.

In relation to public health services, we continue to track delivery across a number of areas and are also working intensively to revise key service specifications in advance of formal procurement exercises due to take place during 23/24. Our NHS Health Checks programme continues to recover well, and we are continuing to develop our community provision further and in particular to work with a wide range of local libraries to integrate this with the Warm Spaces programme across the county.

A range of mitigating actions to improve the performance of our health visiting services is being pursued through a formal remedial action plan. We anticipate the Q3 data in mid-January 23 to show improvement with newborn visits. Our recently formed health protection service continues to develop and strengthen its approach in ensuring that we can both prevent and control infections. This includes responding to the recent local rise in invasive Strep A infections and ensuring that we provide appropriate support to both care homes, schools and the wider community.

### **Jacqui Old, Executive Director of Education and Children's Services**

Overall, the Education and Children's Services directorate continues to perform well in many areas. The service received an Ofsted inspection in this quarter with the judgement due at the end of January 2023. There continues to be significant in-year budget pressures driven largely by the increased costs of placements for children in our care plus increased cost in Section 17 spend where families require financial assistance in terms of goods or services in exceptional circumstances. The challenges regarding workforce and recruitment are improving with the welcoming of the South African social workers but there remains a significant pressure in managing increased demand.

The directorate has improved its controls to reduce costs through a range of activity. We have taken steps to tighten financial controls and establish a revised system which is proportionate but gives greater clarity and scrutiny, in particular, we have implemented a protocol that requires a double lock sign-off process for placement spend. This ensures there is robust decision making and challenge when high cost homes are sought, ensuring that the opportunities for children and young people to be placed in in-house foster care and residential homes are maximised. Additionally,

steps are also being taken to improve recruitment and retention and reduce dependency on agency social work staffing.

The quarter 2 report noted the challenges relating to sufficiency of school places in some parts of the county and ongoing work to secure access to appropriate places. The closing date for secondary school applications was 31 October 2022 and the primary closing date was 15 January 2023. The allocation of places will take place in the Spring Term 2023. Updated information against these indicators will be published in June 2023. The admissions team are well aware that there are challenges in some areas of the county and lessons learnt from 2022 will be implemented this year. Last year over 5,000 children were in-year admissions, this figure needs to be factored in to planning in the future and pupil numbers will be carefully monitored.

Work has continued to ensure a high level of uptake of early years free funded education, and we are working proactively to ensure that funded places take up is a priority for all internal and external organisational partners and stakeholders. Data collected by the Early Years team indicates that we continue to have sufficient places for children despite the workforce and funding challenges facing the sector.

Key indicators for the library service continue to demonstrate good recovery following the removal of Covid restrictions with footfall continuing to grow, alongside increases in e-downloads. The Warm Welcome initiative is very much appreciated in both library venues and Children, Family and Wellbeing venues.

Revised data has been published for 2021/22 for Key Stage 2 (KS2) and Key Stage 4 (KS4). This indicates that results are not as good as we would wish, particularly at Key Stage 2 and for children with Special Educational Needs and Disabilities (SEND). 62.1% of children assessed at Early Years Foundation Stage achieved a 'Good Level Development' which remains lower than the national average. The attainment gap between genders remains with girls outperforming boys. KS2 improved to 57% but rates remain below the latest National (59%) and Regional (58%). The provisional KS4 attainment 8 score data saw a slight improvement.

A key factor was that Lancashire experienced a high impact from the pandemic, with school absence rate being higher than the national averages. It is however worth noting that Ofsted outcomes from school inspections, after the pandemic have continued to be Good, highlighting the work that schools and settings have done to provide high quality education and stability for children. We continue to provide significant support to all schools and are using local data to offer targeted support. Current attendance rates are higher than both national and regional figures.

There has been improved performance in the overall percentage of young people in education, employment and training. However, the percentage of care leavers in Employment, Education or Training remains below target. This variation can be attributed to a reduction in seasonal work, the cost-of-living crisis and the current industrial action. We continue to work with young people and partners in addressing the increased challenges young people face in accessing affordable housing and the



Employee Support Team and Virtual School continue to seek out opportunities for our young people.

Permanent exclusion rates have increased significantly since September 2022 in comparison with the same period last time. A number of steps are being taken to address these that include a review of the Alternative Provision Strategy resulting in a focus on an outreach first approach. This new approach has been developed in consultation with and the support of schools across the sector.

There was an 11% increase in the number of Education, Health and Care (EHC) plans maintained by the local authority in 2022 in comparison with 2021, which is likely to increase still further as there was a 70% increase in the number of requests for EHC needs assessment in 2022 compared with the previous year.

The Schools' Forum, working with the Head of Inclusion, is reviewing the High Needs Block allocation and where future spend in this area should be deployed. SEND Sufficiency is a key focus and a review of high needs funding has been agreed to include a review of top up funding for mainstream schools and commissioning arrangements for alternative provision.

The implementation of the SEND Sufficiency Strategy continues, and expressions of interest have been received from four more mainstream schools, including one secondary, to create Special Educational Needs units. Work is underway to create up to 80 special school places in West Lancashire and a new free school for primary aged children with social, emotional and mental health needs in Lancaster.

Data suggests the percentage of children and young people who received targeted early help support which met their identified needs improved significantly and is above target. Our Children's Social Care Services are continuing to perform well in the context of increases in demand and challenges in securing the right homes for children in Lancashire. Placement sufficiency continues to be a key challenge. Good practice is being shared across teams to help ensure that engagement from families is maintained and increased, new commissioning arrangements are helping to secure appropriate homes for young people in Lancashire, and there is continued close monitoring of the number of children who start to become looked after by the council through the Family Safeguarding approach.

### **Phil Green, Executive Director of Growth, Environment, Transport and Community Services**

In addition to the corporate KPIs, the directorate's 'speed dial' dashboard continues to indicate that Growth, Environment and Transport is performing at 'good' across the majority of indicators as well as highlighting some key areas at average or below. The Growth, Environment and Transport dashboard includes performance assessment of the multi-£billion strategic development and infrastructure programme which analyses projects by budget, risk and progress towards agreed outcomes. The current assessment is a 67% overall performance rate which is 'amber' reflecting some



continued excellent progress as well as ongoing challenges facing key projects including inflationary impacts in particular. The threshold for 'green' overall is set high at 80% and as a new monitor is subject to ongoing testing. Project assurance and spend is good to excellent. Planning and Environment indicators are good to excellent. Work on priorities and funding bids within available resources continues pending announcements such as on the Levelling Up Fund Round 2 bids impacting on active travel (cycling and walking) activity and performance.

Ongoing macro-economic conditions globally and UK-wide continue to have a localised impact on aspects of the business community affecting start-ups, recruitment and the scale of investment appetite. Job creation and business formation attributable to the Growth Hub (Boost), continue to improve however new jobs (20.4) remain below target for this point in the year to date. Confidence in some sectors is seeing levels of interest in Rosebud loans continuing to recover and the pipeline forecast is strengthening, however the scale of loan values remains below anticipated. Interventions are being actioned including an investment pipeline and conclusion of contract reviews as described in the main body of the report.

Grant Funding Agreements for the new 'Multiply' programme to improve adult numeracy skills are in place. 192 companies have now registered pledges to support skills development in the workforce and eight businesses have taken advantage of Young Apprenticeship Grants to recruit 15 apprentices. Skills Bootcamp performance remains strong with 146 starts (84% of target) and the launch of 'Dragon's Den' style events in partnership with Job Centre Plus.

The pace of dealing with highway and lighting faults continues to exceed targets and capital programme works continue to be delivered including the Preston Ringway surfacing. Performance in Q4 will continue to depend on weather conditions. Highways development control has improved overall performance on response times compared to Q2. Whilst manufacturing delays continue in Q3 impacting on delivery of new vehicles in public and integrated transport, the Bus Service Improvement Plan grant allocation was confirmed in Q3 and the first improvements were launched in November. The Highway Operations team has been able to secure nine new apprentices who will work through their two-year programme with the ultimate aim of securing permanent positions in the department to help tackle continuing recruitment and retention challenges evident across the GET Directorate as a whole.

Estates' performance continues to measure as good. Disposals remain forecast to achieve the March 2023 capital receipts target and commercial business parks continue to deliver development opportunities, attract business and increase the portfolio asset value aligned to the work of the council's company, Lancashire County Developments Ltd (LCDL). Particular pressures linked to the volume of compensation agreements for high profile schemes continue to be managed.

Customer Access measures are performing well for customer satisfaction (91.1%) and the report highlights that calls answered (89.6%) is now on target improving on Q2 thanks to significant improvements in automation.



In waste, financial performance continues to be good, however waste volumes are reducing. Operational performance of Lancashire Renewables remains excellent and performance at Household Waste Recycling Centres continues to improve at a steady pace. Recruitment challenges and sickness performance remain at or below average and under review. Targeted intervention continues to resolve a number of longer-term absences to the overall benefit of forecast sickness performance.

### **Mark Wynn, Executive Director of Resources**

The 2022/23 revenue monitoring position as at Quarter 3 is a forecast overspend of £2.5m, which by way of context is 0.27% of the county council's net budget. The overspend contains a number of minor variations, however the biggest budget challenge remains in Children's Social Care. The Resources Directorate itself is forecast to overspend by £1.3m. Whilst there are a number of under and overspends within service areas the three key drivers are

- The need to make an additional payment to the Lancashire Pension Fund (to top up 21/22 contributions)
- A change in the policy for the accounting for Registrars income
- Facilities management have seen increased spend in property maintenance and a shortfall in income for school catering

The first phase of Oracle Fusion was implemented on December 1<sup>st</sup> covering Payrolls and Human Resources. All payrolls were successfully run on the new system during December. Work continues to complete the implementation of the new system with Procurement and Finance to be live early in the new year. This significant milestone will allow the Council to move the next stages of optimising its use of the system and generating efficiencies across the organisation.

Action to improve sickness levels continues with long term sickness absence subject to regular review. There is a reduction to long-term absence, primarily mental health related absence however, there is a slight increase to short-term absence, primarily due to colds, flu & infections. Reporting is being developed to provide further insights and analysis now that Oracle Fusion is implemented.

An approval system for vacancies has been implemented with only business critical roles being filled. Work to restructure our People Services has commenced including redesigning our recruitment processes and support for services in their workforce planning.

Work has started on the Business Plan for 2023/24 pulling together operational plans from services with overall corporate targets. This will inform the setting of objectives and targets for the coming year. This is the precursor to the integrated framework which links strategy and priorities, business planning, financial planning and performance reporting which is under development under the direction of the Strategic Improvement Board (SIB). The corporate change plan which supports prioritisation,



resourcing, benefits planning and realisation, and governance continues to be developed. All current change initiatives are undergoing review by SIB.

Work also continues on developing the Council's budget for next year and over the coming years and ensuring plans are in place to ensure its delivery.





## Our Corporate Priorities 2021 - 2025



### Our Vision

Here at Lancashire County Council we are helping you to make Lancashire the best place to live, work, visit and prosper.

### Our Values

Supportive, Innovative, Respectful, Collaborative.

### Our Partnerships

Through collaboration with partners and the sharing of ideas, assets, skills and knowledge, we will create a future for Lancashire that better meets all our needs.

### Our Communities

We value local communities and will help them to provide care and support to their families, friends, neighbours and colleagues.

### Our Accountability

We will ensure good governance, strong performance management, prudent financial control and transparent decision making for the taxpayer.

### DELIVERING BETTER SERVICES

- Provide services that are effective, efficient 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.

### CARING FOR THE VULNERABLE

- Protect, safeguard, support and enable the most vulnerable residents in our society.
- Challenge and reduce areas of inequality and provide opportunity for all.
- Ensure children of all abilities do well in our schools and colleges, gaining important skills and expertise for life.

### PROTECTING OUR ENVIRONMENT

- Lead on environmental improvement schemes and renewable energy initiatives.
- Work with businesses and communities on food prevention, localisation projects and climate change resilience.
- Promote more recycling and better waste management.

### SUPPORTING ECONOMIC GROWTH

- Develop and build effective infrastructure and transport networks, to help people and businesses connect and grow.
- Secure inward investment, to boost and level up the county.
- Invest in skills and innovation, to secure economic growth and maximise Lancashire's potential.

## Our Corporate Priorities

No matter what our job at Lancashire County Council we are all working towards the same vision of making Lancashire the best place to live, work, visit and prosper. That's a big vision, so to help us deliver it, Cabinet have set four priorities which put the need to work with communities and develop productive partnerships at the heart of all we do.

Click on the links to explore the progress against these priorities:

[Delivering better services](#)

[Protecting our environment](#)

[Supporting economic growth](#)

[Caring for the vulnerable](#)

[Cabinet Member Portfolios](#)

[How to use - Dashboard Instructions](#)

Link to Home Screen of Corporate Performance Dashboard: [Corporate Performance Dashboard](#)



# Corporate Strategy Performance Dashboard - How to Use



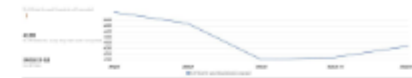
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Click here to return to the home page



Click on header links to browse between the priorities dashboard pages



Latest available figure

Click on trend graphs to explore trends in detail

Protecting the Environment Overview

Delivering better services | Protecting the Environment | Supporting Economic Growth | Caring for the Vulnerable

Ref	Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
2GET001a	65% by 2035	High	2022/23 Q2	% of Waste Re-used, Recycled and Composted	43.00	!	
2GET001b	60% Quarterly (2022/23)	High	2022/23 Q2	% of Waste Re-used, Recycled or Composted at Household Waste Recycling Centres (Excluding Inert Waste)	61.20	!	
2GET002a	25% by 2025 50% by 2030 100% by	High	2022/23 Q2	% of LCC Vehicle Fleet that is Ultra-low Emission	1.50	✓	

Link

Link

Link

Details the targets as agreed with relevant services

Is low or high figure good?

Back to previous screen

- Status of Indicator
- ✗ Requires Improvement
  - ! Slightly below desired level
  - ✓ Achieved

Click on the links to navigate to detailed pages for each indicators including trends, definitions, latest performance overviews





## Delivering Better Services Overview 1 of 3

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Ref	Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends	
1ECS001a	Quartile 2	High	2022/23	% of parents who get one of three preferred school places (Primary)	98.6	✓		<a href="#">Link</a>
1ECS001b	Quartile 2	High	2022/23	% of parents who get one of three preferred school places (Secondary)	95.9	✓		<a href="#">Link</a>
1ECS002a	80%	High	2022 Summer term b Final	% of 2 year old children eligible for free funded education	92.0	✓		<a href="#">Link</a>
1ECS002b	Maintain national quartile A	High	2022 Summer term b Final	% of 3 and 4 year old children eligible for free funded education	98.9	✓		<a href="#">Link</a>
1ECS003a	2022/23 2 Million Visits	High	2022/23 Q3 at 30th Nov	Number of visits to libraries (annual cumulative indicator)	426,558	✓		<a href="#">Link</a>
1ECS003b	2022/23 200,000	High	2022/23 Q3 at 30th Nov	Libraries – PNET sessions	47,246	✓		<a href="#">Link</a>
1ECS003c	2022/23 3,900,000	High	2022/23 Q3 at 30th Nov	Libraries - Physical issues & e- downloads combined	956,424	✓		<a href="#">Link</a>
1GET001a	OP 85%	High	2022 11	% of NoWcards processed and dispatched within 5 working days of receipt of initial application a) OP	92.0	✓		<a href="#">Link</a>
1GET001b	DP 80%	High	2022 11	% of NoWcards processed and dispatched within 5 working days of receipt of initial application b) disabled	96.0	✓		<a href="#">Link</a>
1GET001c	Renewals 90%	High	2022 09	% of NoWcards processed and dispatched within 5 working days of receipt of initial application c) Renewals	100.0	✓		<a href="#">Link</a>
1GET002a	90% Quarterly (2022/23)	High	2022/23 Q3 at 30th Nov	Safety carriageway defects repaired within 4 hours (emergency) %	96.5	✓		<a href="#">Link</a>
1GET002b	90% Quarterly (2022/23)	High	2022/23 Q3 at 30th Nov	Safety carriageway defects repaired within 2 working days (urgent) %	95.2	✓		<a href="#">Link</a>
1GET002c	90% Quarterly (2022/23)	High	2022/23 Q3 at 30th Nov	Safety carriageway defects repaired within 5 working days (non-urgent) %	94.1	✓		<a href="#">Link</a>
1GET002d	90% Quarterly (2022/23)	High	2022/23 Q3 at 30th Nov	Safety carriageway defects repaired within 10 working days (non-urgent) %	94.1	✓		<a href="#">Link</a>
1GET002e	90% Quarterly (2022/23)	High	2022/23 Q2	Safety carriageway defects repaired within 20 working days (non-urgent) %	97.5	✓		<a href="#">Link</a>



## Delivering Better Services Overview 2 of 3

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Protecting the Environment

Supporting Economic Growth

Caring for the Vulnerable

Ref	Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends	
1GET003a	90% Quarterly (2022/23)	High	2022/23 Q3 at 30th Nov	Non-Traffic Management (NTM) lamp-out faults repaired within 5 working days %	100.00	✓		<a href="#">Link</a>
1GET003b	90% Quarterly (2022/23)	High	2022/23 Q2	Traffic Management (TM) lamp-out faults repaired within 20 working days %	100.00	✓		<a href="#">Link</a>
1GET004a	90% Quarterly (2022/23)	High	2022/23 Q2	Highways safety inspections on time %	98.60	✓		<a href="#">Link</a>
1GET005a	99.5% Quarterly (2022/23)	High	2022 11	% of times that a child with SEND is successfully transported to school	99.91	✓		<a href="#">Link</a>
1GET006a	88.75% Quarterly (2022/23)	High	2022/23 Q3 at 30th Nov	% of calls presented to the Customer Access Service answered	89.59	✓		<a href="#">Link</a>
1GET006b	90% Quarterly (2022/23)	High	2022/23 Q3 at 30th Nov	Customer Access Service - Customer Satisfaction %	91.09	✓		<a href="#">Link</a>
1PH001a	100% of the eligible population over a 5 year period	High	2022/23 Q2	Patients invited for an NHS Health Check (proportion of eligible population per year) %	162.69	✓		<a href="#">Link</a>
1PH001b	National ambition is 75%	High	2022/23 Q2	NHS Health Checks undertaken (proportion of eligible population per year) %	49.04	✗		<a href="#">Link</a>
1PH002a	Targets to achieve 5% or more of the Lancashire smokers to set a quit date per year.	High	2022/23 Q1	Tobacco Control: Total persons setting a quit date %	88.10	!		<a href="#">Link</a>
1PH002b	5% of smokers in Lancashire to set a 4 week quit date. Of those, 50% of those to quit.	High	2022/23 Q1	Tobacco control: Total persons successfully quit %	43.60	!		<a href="#">Link</a>
1PH003a	National 95%	High	2022/23 Q2	PH 0-19: Mothers who received a first face to face antenatal contact with a health visitor at 28 weeks or above %	63.40	✗		<a href="#">Link</a>
1PH003b	National 95%	High	2022/23 Q2	PH 0-19: Infants that receive a face-to-face NBV within 14 days by a health visitor %	39.00	✗		<a href="#">Link</a>
1PH003c	National 95%	High	2022/23 Q2	PH 0-19: Infants who received a 6-8-week review by the time they turned 8 weeks %	79.00	!		<a href="#">Link</a>
1PH003d	National 95%	High	2022/23 Q2	PH 0-19: Children who turned 12 months in the quarter who received a 12-month review, by the age of 12 months %	61.00	✗		<a href="#">Link</a>
1PH003e	National 95%	High	2022/23 Q2	PH 0-19: Children who received a 2-2 1/2-year review by the time they turned 2 1/2 %	54.00	✗		<a href="#">Link</a>





# Delivering Better Services Overview 3 of 3

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Ref	Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends	
1PH004a	Upward trend	High	2022/23 Q2	Sexual Health: Number attending for contraception	4,679	✓		<a href="#">Link</a>
1PH004b	45%	High	2022/23 Q2	Sexual Health: LARC is the main method of contraception %	71.90	✓		<a href="#">Link</a>
1PH005a	3 year planning, review and amendment cycle governed, assessed and quality assured by HSE/EA or ONR as applicable	Not Appropriate		Control of Major Accident Hazards (COMAH 2015) and Radiation (Emergency & Public Information) Regulations (REPIR 2019) Report meetings with CoMAH Competent Authority (HSE/EA) and for REPIR (ONR); deadlines set out in statute. - see link for RAG Status				<a href="#">Link</a>
1PH006a	75%	High	2021/22	EOSV percentage buy in (75%+) by Academies across Lancashire	84.00	✓		<a href="#">Link</a>
1PH007a	75%	High	2021/22	Service Level Agreement for all aspects of Health and Safety for Lancashire Schools	89.00	✓		<a href="#">Link</a>
1PH008a	Maintain all statutory returns and plans	Other		Trading Standards - Submission of compliant statutory performance returns to and production of plans for central government agencies & departments and requirements met - see link for RAG Status				<a href="#">Link</a>
1PH008b	To protect Lancashire Consumers and maximise the level of detriment avoided	Other	2021/22	Trading Standards -Estimate of Consumer detriment saved or prevented for Lancashire Consumers £	3,730,798.00	✓		<a href="#">Link</a>
1PH009a	Maintain and improve satisfaction rates	Other		Scientific Services - Customer and Client Satisfaction Survey- see link for RAG Status				<a href="#">Link</a>
1RES001a	0 Percent	Low	2022/23 Q3	% Revenue forecast outturn variance to budget	0.27	!		<a href="#">Link</a>
1RES002a	4 Year Target of 8 absence days per FTE by 2025/26 Year End	Low	2022/23 Q3 at 31-Oct	Sickness Absence days per FTE	2.93	!		<a href="#">Link</a>



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Ref	Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends	
2GET001a	65% by 2035	High	2022/23 c April to Oct	% of Waste Re-used, Recycled and Composted	42.00	!		<a href="#">Link</a>
2GET001b	60% Quarterly (2022/23)	High	2022/23 c April to Oct	% of Waste Re-used, Recycled or Composted at Household Waste Recycling Centres (Excluding Inert Waste)	60.30	!		<a href="#">Link</a>
2GET002a	2% by end 2022/23, 5% by end 23/24, 15% by end 24/25 25% by end 25/26, 50% by end 30/31 and 100% by end 35/36	High	2022/23 Q2	% of LCC Vehicle Fleet that is Ultra-low Emission	1.60	!		<a href="#">Link</a>



# Supporting Economic Growth Overview

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Ref	Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends	
3ECS001a	To be agreed	High	2021/22	% Good Level of Development at Early Years Foundation Stage	62.1			<a href="#">Link</a>
3ECS001b	To be agreed	High	2021/22 b Final	% Expected Standard in Reading, Writing & Maths at Key Stage 2	57.0			<a href="#">Link</a>
3ECS001c	To be agreed	High	2021/22	% SEND Pupils Expected Standard in RWM at KS2	16.0			<a href="#">Link</a>
3ECS001d	To be agreed	High	2021/22 Prov	Pupils Average Attainment 8 Score at Key Stage 4	47.5			<a href="#">Link</a>
3ECS001e	To be agreed	High	2021/22 a Prov	SEND Pupils Average Attainment 8 Score at Key Stage 4	33.3			<a href="#">Link</a>
3ECS002a	Previous Target: 94.7% New service Target 94.9%	High	2022/23 Q3 at 30th Nov	% of Young People in Employment Education or Training	91.8	×		<a href="#">Link</a>
3ECS002b	Previous Target: 87.1% New Target: 91.2%	High	2022/23 Q3 at 30th Nov	% of Young People with SEND in Employment, Education or Training	87.4	×		<a href="#">Link</a>
3ECS003a	55%	High	2022/23 Q3 at 30th Nov	% of Care Leavers in Education, Employment or Training	48.6	!		<a href="#">Link</a>
3GET001a	5-year revised target is £8.77m covering circa 57 investments (July 2019 - June 2024).	High	2022/23 Q3 at 30th Nov	£ Number Rosebud Loans Provided to New or Existing Businesses	337,465	!		<a href="#">Link</a>
3GET002a	New contract target (Jan 22 to June 23) 681	High	2022/23 Q3 at 30th Nov	No of Jobs Created by Boost	20.4	×		<a href="#">Link</a>
3GET002b	New contract target (Jan 22 to June 23) 103	High	2022/23 Q3 at 30th Nov	No of New Businesses Established by Boost	22.0	✓		<a href="#">Link</a>



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Ref	Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends	
4ASC001a	3.2-4.3	Low	2022/23 Q3 at 1st Dec	Number of New Requests received for support from New Clients, per % of population 18+	3.6	✓		<a href="#">Link</a>
4ASC002a	90	High	2022/23 Q3 at 1st Dec	% of CQC registered locations rated Good or Outstanding vs. Target - Community Based	91.1	✓		<a href="#">Link</a>
4ASC002b	90	High	2022/23 Q3 at 1st Dec	% of CQC registered locations rated Good or Outstanding vs. Target - Residential	77.9	!		<a href="#">Link</a>
4ASC003a	66.2	High	2022/23 Q3 at 30th Nov	Making Safeguarding Personal - % of Section 42 Safeguarding enquiries where desired outcomes were asked for and expressed, where outcomes were Fully Achieved.	61.9	✗		<a href="#">Link</a>
4ASC005a	1294	Low	2022/23 Q3 at 28th Nov	Number of people waiting over 5 days for an Adult Social Care Assessment	1525.0	✗		<a href="#">Link</a>
4ASC006a	19.1	High	2021/22	Social Care-Related quality of life score	19.3	✓		<a href="#">Link</a>
4ASC007a	13.3	Low	2022/23 Q3 at 30th Nov	Permanent admissions to residential and nursing care homes per 100,000 population aged 18-64 during the year	13.6	✗		<a href="#">Link</a>
4ASC007b	637.6	Low	2022/23 Q3 at 30th Nov	Permanent admissions to residential and nursing care homes per 100,000 population aged 65+ during the year	672.8	✗		<a href="#">Link</a>
4ASC008a	75.3	High	2022/23 Q3 at 30th Nov	Proportion of Registered carers receiving formal support from the County Council (via carers direct payments)	91.8	✓		<a href="#">Link</a>
4ASC009a	1.69	Low	2022/23 Q3 at 06th Dec	Total number of people in receipt of long term support plus trend over time / per % population	1.8	✗		<a href="#">Link</a>
4ASC010a	90	High	2022/23 Q3 at 30th Nov	The Proportion of people aged 65 and over who were still at home 91 days after discharge from hospital into reablement/rehabilitation services %	88.6	!		<a href="#">Link</a>
4ASC011a	90	High	2022/23 Q3 at 30th Nov	The Proportion of adults with a learning disability who live in their own home or with their family %	92.6	✓		<a href="#">Link</a>
4ASC012a	530	Low	2022/23 Q3 at 30th Nov	£ Long Term Support Average Cost Per Person Per Week vs. Budget	536.9	!		<a href="#">Link</a>



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Ref	Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends	
4ECS001a	70	High	2022/23 Q3 Oct Nov	% of children and young people who received targeted early help support from Children and Families Wellbeing service which successfully met their identified needs	71.0	✓		<a href="#">Link</a>
4ECS002a	80	High	2022/23 Q3 Oct Nov	% of children looked after actually living in Lancashire	80.2	✓		<a href="#">Link</a>
4ECS003a	Not Appropriate	Low	2022/23 Q3 Oct Nov	Children becoming looked after (Rate and Number)	3.4	✓		<a href="#">Link</a>
4PH001a	Not Appropriate	Not Appropri...	2022/23 Q2	Domestic Abuse Safe Accommodation: Referrals for service	262			<a href="#">Link</a>
4PH001b	Not Appropriate	Not Appropri...	2022/23 Q2	Domestic Abuse Safe Accommodation: Families supported in safe accommodation %	46.2			<a href="#">Link</a>
4PH002a	60 per year	High	2021/22	Domestic Abuse Perpetrator Programme: Referrals completed (inc partial completion) %	73.3	!		<a href="#">Link</a>
4PH003a	NDTMS (the national dataset) do not set a target/comparator for the top quartile LAs	High	2022/23 Q2	Substance Misuse and Alcohol: Proportion of all in treatment, who successfully completed treatment and did not re-present within 6 months: alcohol %	47.7	✓		<a href="#">Link</a>
4PH003b	Top quartile range (comparator LAs) 6.67 – 11.92%	High	2022/23 Q2	Substance Misuse and Alcohol: Proportion of all in treatment, who successfully completed treatment and did not re-present within 6 months: opiates %	5.5	✓		<a href="#">Link</a>
4PH004a	85	Low	2022/23 Q2	Substance Misuse and Alcohol: The estimated proportion of people in your area who are dependent on Alcohol not in the treatment system %	84.5	✓		<a href="#">Link</a>
4PH004b	40	Low	2022/23 Q2	Substance Misuse and Alcohol: The estimated proportion of people in your area who are dependent on opiates, not in the treatment system %	41.5	✓		<a href="#">Link</a>



# Corporate Performance Report

**KPI commentary**

**2022/23 Quarter 3**




## Introduction

This Quarter 3 2022/23 (Q3) report is based on the latest available data, with Cabinet meeting dates necessitating the use of data extracted earlier than normal. Each Key Performance Indicator (KPI) states the time range of the data in the 'as of date' column in the [Corporate Performance Dashboard](#) and in the tables throughout the report.

The report provides information about the issues, causes and actions for the Key Performance Indicators (KPIs) and is presented in four sections aligned with the priorities of the council:

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

Throughout the report the rating (RAG status) for each KPI is shown within the tables as:

-  Achieving the target/expected level of performance
-  Slightly below desired level
-  Requires improvement

The Corporate Performance Dashboard includes further information for each KPI, including:

- Latest performance summary
- Trend over time
- Detailed commentary on performance
- Definition
- Target and RAG thresholds
- Data sources

Instructions on using the Corporate Performance Dashboard are [Here](#)







## Delivering Better Services

This section reports on performance relating to the efficiency of our services in key areas and the council's use of resources.

Link to the Corporate Performance Dashboard: [Delivering Better Services Overview](#)



### Percentage of parents receiving their preferred school places

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
Quartile 2	High	2022/23	% of parents who get one of three preferred school places (Primary)	98.60	✓	
Quartile 2	High	2022/23	% of parents who get one of three preferred school places (Secondary)	95.90	✓	

*Note: No change to performance data this quarter.*

The closing date for secondary school applications was 31 October 2022 and the primary closing date was 15 January 2023. The allocation of places will take place in the Spring Term 2023. Updated information against these indicators will be published in June 2023.

### Take up of free funded Early Years education

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
80%	High	2022 Summer term b Final	% of 2 year old children eligible for free funded education	92.0	✓	
Maintain national quartile A	High	2022 Summer term b Final	% of 3 and 4 year old children eligible for free funded education	98.9	✓	

#### Issues:

- Significant improvements have been made in the take up of free funded education as the action plan reported in the Q2 Corporate Performance Report is underway.
- Challenges around the take up of places for 2 year olds still remain in Pendle, Hynburn, Rossendale and Preston.
- Whilst we have also seen an increase in the take up of free funded educational places by vulnerable children linked to children's social care, further improvements are needed for these groups of children.




#### Actions:

- Our key strategy is to ensure all internal and external partners working directly with families have a good awareness and understanding of the funded entitlements so that they can proactively support families to take up the offer.
- Working closely with voluntary children's organisations to help raise awareness and promote messages to families.
- Close working with the Department of Work and Pensions and training of work coaches so that they can target families on universal credit.
- Close working with Ethnic Minority Achievement Team to break down barriers to access within Black and Minority Ethnic communities.



- Training for carers of looked after and previously looked after children to ensure they understand the importance of taking up the funded entitlements.
- Close working with social care and children & family wellbeing service to ensure families open to case workers are proactively supported to take up the funded entitlements.

## Use of Libraries

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
2022/23 2 Million Visits	High	2022/23 Q3 at 30th Nov	Number of visits to libraries (annual cumulative indicator)	426,558	✓	
2022/23 200,000	High	2022/23 Q3 at 30th Nov	Libraries – PNET sessions	47,246	✓	
2022/23 3,900,000	High	2022/23 Q3 at 30th Nov	Libraries - Physical issues & e- downloads combined	956,424	✓	

### Issues/causes:

- Visitor figures have continued to recover steadily after reaching approximately two thirds of pre-pandemic levels by the end of 2021/22. As of 30 November 2022, the number of visits (426,558) compares favourably to the same period last year (306,7736), showing that despite seasonal factors we are still on track towards reaching this year's targets.
- The Christmas holiday period normally sees a significant fall in physical library attendance and building closures due to heating issues means lower overall figures are expected to be reflected in the final Q3 report.
- Public Network (PNET) sessions remain at lower levels than pre-pandemic but are increasing slowly. Traditional PNET Sessions usage saw an increase over the same period last year from 33,960 to 47,246. But in the longer term, service improvements made last year including free Wi-Fi at all sites, improved broadband and Wi-Fi printing will be factored into the performance data with targets being revised accordingly.
- Combined physical and electronic loans for the period compare well at 956,424 to the same October/November period last year which were 663,918.

### Actions:

- We have recently announced our “warm and welcome” spaces scheme where people can visit libraries to get a warm drink, a space to sit, free computers and Wi-Fi, charging points for digital equipment, events and activities and help from staff to find further information about the support available during the cold weather.
- E-resources continue to be promoted and formats such as eNewspapers and eMagazines use has grown significantly, forming a more significant proportion of overall library issues.



### NoWcards Processing

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
OP 85%	High	2022 11	% of NoWcards processed and dispatched within 5 working days of receipt of initial application a) OP	92.0	✓	
DP 80%	High	2022 11	% of NoWcards processed and dispatched within 5 working days of receipt of initial application b) disabled	96.0	✓	
Renewals 90%	High	2022 09	% of NoWcards processed and dispatched within 5 working days of receipt of initial application c) Renewals	100.0	✓	

All KPIs are performing well and on target, although it is not possible at present to report on new applications and renewals separately due to a change of IT system, which is under review by the system provider.

- Since moving to the new system in mid-September 40% of applications have been made online which reduces costs and improves communications.

### Safety carriageway defects

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
90% Quarterly (2022/23)	High	2022/23 Q3 at 30th Nov	Safety carriageway defects repaired within 4 hours (emergency) %	96.5	✓	
90% Quarterly (2022/23)	High	2022/23 Q3 at 30th Nov	Safety carriageway defects repaired within 2 working days (urgent) %	95.2	✓	
90% Quarterly (2022/23)	High	2022/23 Q3 at 30th Nov	Safety carriageway defects repaired within 5 working days (non-urgent) %	94.1	✓	
90% Quarterly (2022/23)	High	2022/23 Q3 at 30th Nov	Safety carriageway defects repaired within 10 working days (non-urgent) %	94.1	✓	
90% Quarterly (2022/23)	High	2022/23 Q2	Safety carriageway defects repaired within 20 working days (non-urgent) %	97.5	✓	

- Performance across all categories in the Safety Defect KPIs has been strong during Q3 up to 30th November and of particular note is the improvement in the emergency carriageway repairs.
- The work undertaken to review and improve the repair process, focusing on cost and time savings has helped to maintain and improve overall performance, even with defect numbers rising during Q3.
- There is concern however that the recent spell of extremely cold weather followed by rain will result in a steep increase in numbers during Q4.
- It is not possible to update the KPI on safety defects repair within 20 working days due to the timelines for this report.

### Lighting (lamp out) faults

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
90% Quarterly (2022/23)	High	2022/23 Q3 at 30th Nov	Non-Traffic Management (NTM) lamp-out faults repaired within 5 working days %	100.00	✓	
90% Quarterly (2022/23)	High	2022/23 Q2	Traffic Management (TM) lamp-out faults repaired within 20 working days %	100.00	✓	

- The performance against the non-traffic management light repairs KPI continues to be excellent with again 100% of repairs being completed on time. Q3 is generally a period where more reports are received, due to the darker nights, but the team have worked extremely effectively to ensure there is no drop in performance.



- There is currently no update available for 20 days lamp out faults repairs due to the timelines for this report.

**Highway's safety inspections**

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
99.5% Quarterly (2022/23)	High	2022/23 Q2	Highways safety inspections on time %	98.90	✓	

*Note: No change to performance data due to timelines for this report.*

**Children with special educational needs/disabilities transported to school**

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
99.5% Quarterly (2022/23)	High	2022 11	% of times that a child with SEND is successfully transported to school	99.91	✓	

- Performance is on target as of 30<sup>th</sup> Nov, with staff demonstrating flexibility and working well. The number of single passenger trips reflects a significant increase in the number SEND / College students travelling. Teams are optimising existing contracts wherever possible to mitigate the increase in numbers. However, the pressure of the increased passenger numbers is being felt across the team.

**Customer access service**

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
88.75% Quarterly (2022/23)	High	2022/23 Q3 at 30 <sup>th</sup> Nov	% of calls presented to the Customer Access Service answered	89.59	✓	
90% Quarterly (2022/23)	High	2022/23 Q3 at 30 <sup>th</sup> Nov	Customer Access Service - Customer Satisfaction %	91.09	✓	

- The percentage of calls answered is now on target. This is due to significantly improved automated resolution following the review of several services delivered through Customer Access.
- Performance is likely to decrease in December due to the launch of Oracle Fusion and the Adult Social Care Telecare review, as both projects generated increased volumes of contacts for Customer Access.
- However, with more service reviews due in quarter 4 there is still confidence that the target of 88.75% could be met for the financial year.
- Customer satisfaction has decreased slightly in Q3 but remains above the target of 90%.

**NHS Health Checks**

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
100% of the eligible population over a 5 year period	High	2022/23 Q2	Patients invited for an NHS Health Check (proportion of eligible population per year) %	162.69	✓	
National ambition is 75%	High	2022/23 Q2	NHS Health Checks undertaken (proportion of eligible population per year) %	49.04	✗	

*Note: No change to performance data due to timelines for this report.*



**Update on the Actions:**

- The Q2 corporate performance report included information about a training programme being developed for all providers delivering NHS health checks.








Three of the virtual training sessions for providers have been delivered to date, providing training to 49 people across 29 practices.

### Tobacco control

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
Targets to achieve 5% or more of the Lancashire smokers to set a quit date per year.	High	2022/23 Q1	Tobacco Control: Total persons setting a quit date %	88.10	!	
5% of smokers in Lancashire to set a 4 week quit date. Of those, 50% of those to quit.	High	2022/23 Q1	Tobacco control: Total persons successfully quit %	43.60	!	



*Note: No change to performance data due to timelines for this report.*

### Health visiting service

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
National 95%	High	2022/23 Q2	PH 0-19: Mothers who received a first face to face antenatal contact with a health visitor at 28 weeks or above %	63.40	×	
National 95%	High	2022/23 Q2	PH 0-19: Infants that receive a face-to-face NBV within 14 days by a health visitor %	39.00	×	
National 95%	High	2022/23 Q2	PH 0-19: Infants who received a 6-8-week review by the time they turned 8 weeks %	79.00	!	
National 95%	High	2022/23 Q2	PH 0-19: Children who turned 12 months in the quarter who received a 12-month review, by the age of 12 months %	61.00	×	
National 95%	High	2022/23 Q2	PH 0-19: Children who received a 2-2 1/2-year review by the time they turned 2 1/2 %	54.00	×	



*Note: No change to performance data due to timelines for this report.*

### Sexual health services

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
Upward trend	High	2022/23 Q2	Sexual Health: Number attending for contraception	4,679	✓	
45%	High	2022/23 Q2	Sexual Health: LARC is the main method of contraception %	71.90	✓	

Although there continues to be minor quarter to quarter variations, the variations lie within normal range, and the service is generally performing well with both KPIs on target.

### Health and Safety in Lancashire's schools.

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
75%	High	2021/22	EOSV percentage buy in (75%+) by Academies across Lancashire	84.00	✓	
75%	High	2021/22	Service Level Agreement for all aspects of Health and Safety for Lancashire Schools	89.00	✓	

\*EOSV = Educational off site visits

*Note: No change to performance data for Q3.*



**Trading standards and scientific services**

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status
Maintain all statutory returns and plans	Other		Trading Standards - Submission of compliant statutory performance returns to and production of plans for central government agencies & departments and requirements met - see link for RAG Status		
To protect Lancashire Consumers and maximise the level of detriment avoided.	Other	2021/22	Trading Standards -Estimate of Consumer detriment saved or prevented for Lancashire Consumers £	3,730,798.00	✓
Maintain and improve satisfaction rates	Other		Scientific Services - Customer and Client Satisfaction Survey- see link for RAG Status		

Note: No change to performance data for Q3.

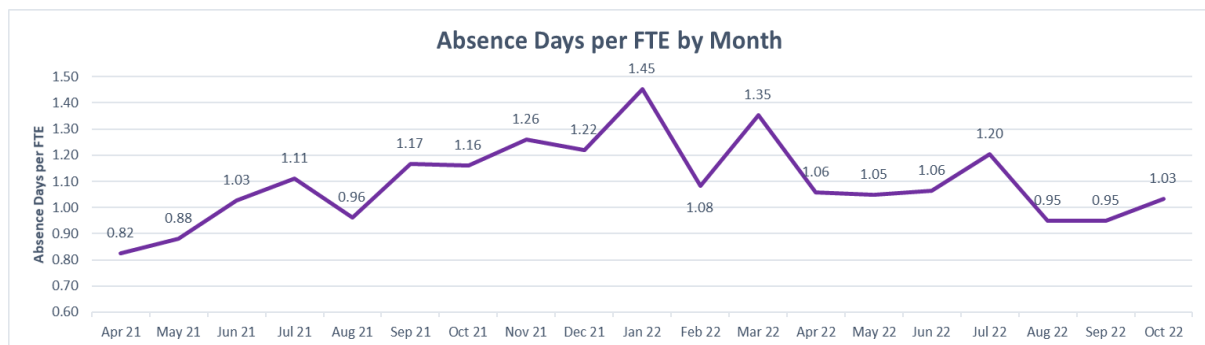
**Sickness absence in Lancashire County Council**

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
4 Year Target of 8 absence days per FTE by 2025/26 Year End	Low	2022/23 Q3 at 31-Oct	Sickness Absence days per FTE	2.93	!	

Absence reporting is currently impacted by the implementation of Oracle Fusion. Reporting is being developed within Oracle Fusion which will enable further insights and analysis. An updated position for October is provided below, full quarter 3 data will be provided once reporting has been implemented.

October 2022 is in a better position than October 2021 with around 10% (1127) fewer absence days comparing the two months. 86% of staff had no absence in October 2022 compared with 87% in 2021.

We have observed a reduction to Long-Term absence, primarily Mental Health related absence but a slight increase to Short-Term absence, primarily around Colds, Flu & Infections which accounts for the slight increase to the number of staff absent.



As shown in the above graph the current monthly trend is up from September 22, however this was expected due to seasonal sickness absence patterns and a low September position. Although we have had an increase between these two months, this period (September and October) is still performing better compared to 2021 with around 3000 less absence days which is a reduction of 13%.



**Update to actions detailed in Q2 report:**

Long term sickness absence is subject to regular review. Comparing to October last year there were 22% less Long-Term Sickness absence days per FTE. There are many Long-Term cases that HR Business Partners are working with services to close.

**Budget Monitoring**

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
0 Percent	Low	2022/23 Q3	% Revenue forecast outturn variance to budget	0.27	!	

The 2022/23 revenue monitoring position as at Quarter 3 is a forecast overspend of £2.5m, which by way of context is 0.27% of the county council's net budget. The overspend is due to a combination of variances across services including Education and Children's Social Care due to increasing prices for care and the anticipated pay award, and other minor overspend variations within the Resources Directorate. The overspend position is predominantly offset by increased levels of income across Adult Services, the largest elements being one-off. The forecast at Quarter 3 has seen an improvement due to an increased application of grant income across Adult Services and also as a result of additional income across the Highways service, with smaller changes to variances across other services such as Children's Social Care and Waste Management.



## Protecting the Environment

This section reports on the work being undertaken to protect our environment, both by providing services to Lancashire's citizens and by improving the environment footprint of the council's services.

Link to the Corporate Performance Dashboard: [Protecting the Environment Overview](#)

### Waste management

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
65% by 2035	High	2022/23 c April to Oct	% of Waste Re-used, Recycled and Composted	42.00	!	
60% Quarterly (2022/23)	High	2022/23 c April to Oct	% of Waste Re-used, Recycled or Composted at Household Waste Recycling Centres (Excluding Inert Waste)	60.30	!	

### Issues

- The amount of recycling collected in the first seven months of this year is down by 3,500 tonnes compared to the same period in 2021/22. Doorstep collected residual waste dropped by 6,500 tonnes over this period. This is in the context of total annual arisings of circa 103,000 tonnes of collected recycling and circa 313,000 tonnes of collected residual waste.

### Causes

- Generally, waste arisings went up during the pandemic and have since been falling, and staff being unable to engage with the public or handle waste items during the pandemic reduced performance at Household Waste Recycling Centres (HWRC).
- The final HWRC cumulative recycling rate for Q1 and Q2 was 60.6%.
- The KPI is currently rated as amber due to the impact of seasonal variation in volumes. However, currently all HWRCs are showing improved performance compared to 2021/22.

### Actions

- In the last quarter the Waste service has procured a new contract for the transportation of waste materials in Lancashire (HWRCs) and the provision of services for the acceptance and composting of green waste arising in East Lancashire although the latter is subject to award.
- A change to the management structure on all HWRCs is being put in place which is expected to further improve recycling performance and increase customer engagement.

### Lancashire County Council's vehicle fleet

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
2% by end 2022/23, 5% by end 23/24, 15% by end 24/25 25% by end 25/26, 50% by end 30/31 and 100% by end 35/36	High	2022/23 Q2	% of LCC Vehicle Fleet that is Ultra-low Emission	1.60	!	

Note: No change to performance data for Q3.





## Supporting Economic Growth

This section reports on the council's activities to support new businesses, including the development of infrastructure and, recognising the importance of knowledge and skills development, educational attainment.

Link to the Corporate Performance Dashboard: [Supporting Economic Growth](#)

### Educational attainment

General issues:

- Lancashire experienced a high impact from the COVID-19 pandemic, with school absence rates being higher than the national averages. During 2020/21, there were 72 full closures of primary schools. Research shows that absence rates impact on educational attainment.
- OFSTED outcomes from post-pandemic inspections, have continued to be Good, highlighting the work that schools and early years education providers have done to provide high quality education and stability for children during such an unprecedented time.

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
To be agreed	High	2021/22	% Good Level of Development at Early Years Foundation Stage	62.1		
To be agreed	High	2021/22 b Final	% Expected Standard in Reading, Writing & Maths at Key Stage 2	57.0		
To be agreed	High	2021/22	% SEND Pupils Expected Standard in RWM at KS2	16.0		
To be agreed	High	2021/22 Prov	Pupils Average Attainment 8 Score at Key Stage 4	47.5		
To be agreed	High	2021/22 a Prov	SEND Pupils Average Attainment 8 Score at Key Stage 4	33.3		

### Early Years Foundation Stage (EYFS)

Issues:

- Following two years of cancellations of assessment profiles at the end of the EYFS during 2019/20 and 2020/21, data has been collected for 2021/22.
- 62.1% of Children assessed at Early Years Foundation Stage achieved a 'Good Level Development' this is around 3% lower than the national average of 65.2% but higher than Regional (61.7%). This cannot be compared to previous years' data as the Early Learning Goals have changed under the EYFS reforms.
- We are positioned in the 4th quartile nationally against this indicator (ranked 122 from 152 authorities).
- The attainment gap between genders remains with girls (69.1%) outperforming boys (55.8%).



**Actions:**

- Provision of a large range of Continuous Professional Development opportunities for reception class practitioners.
- Consultants working with schools over a period to improve outcomes.
- The Early Years Quality Improvement Team work in localities to provide support to clusters of schools each term.
- Providing support for schools in difficulty.
- Delivering a range of programmes, including several which focus on improving attainment by boys.
- Significant support has been provided to every primary school for communication and language development in order to close the word gap (which is where some children are thought to have heard significantly more words than their peers, when starting school).

**Key Stage 2 (years 3 to 6 in primary school)****Issues:**

- Revised data has been published for 2021/22. The Lancashire pupils reaching the expected standard in reading, writing and maths at KS2 improved to 57% compared to the provisional figure of 56% reported in the last quarter. Rates however remain below the latest National (59%) and Regional (58%) and the 2018/19 academic year (64%) performance.
- Lancashire is ranked 101 of 150 authorities for the percentage of pupils reaching the expected standard in reading, writing and maths at KS2.
- The attainment gap between genders remains, with girls (61%) outperforming boys (53%).
- The Special Educational Needs Support pupils reaching the expected standard in reading, writing and maths at KS2 was 16%, a reduction compared to the 2018/19 performance (20%). Rates remain below the National (21%) and Regional (20%) performance. Lancashire is ranked 133 of 150 authorities.

**Actions:**

- Provision of a large range of courses/support sessions to schools covering all aspects of Key Stage 2 Attainment and Progress.
- Consultants working with schools over a period to improve outcomes.
- Lancashire Professional Development Service works with clusters of schools.
- Reviewing our offer and ensure we are offering training in those areas of locality that most need it.
- Providing support for schools in difficulty.
- Delivering Education Endowment Foundation work focused on children in the East of Lancashire where data shows highest need.
- Delivering a range of programmes, including several which focus on improving attainment by boys.



- Systems are being developed to share practice that has proved to be effective in Lancashire schools as well as approaches to support collaborative problem-solving and inter-school support for pupils with SEN. This is also a key part of the Education Strategy focusing on outcomes of vulnerable pupils and therefore will be part of this action plan moving forward.

### Key Stage 4 (years 10 and 11/GCSE)

Finalised Key Stage 4 data will be published during February 2023

The actions reported in the Q2 Corporate Performance Report are ongoing, and in addition we are building better relationships with our secondary schools who don't buy into the traded offer so we can have a greater understanding of education as a whole in Lancashire and can intervene where necessary earlier.

### 16/17-year-olds and care leavers in Employment Education or Training (EET).

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
Previous Target: 84.7% New service Target 84.8%	High	2022/23 Q3 at 30th Nov	% of Young People in Employment Education or Training	91.8	×	
Previous Target: 87.1% New Target: 91.2%	High	2022/23 Q3 at 30th Nov	% of Young People with SEND in Employment, Education or Training	87.4	×	
55%	High	2022/23 Q3 at 30th Nov	% of Care Leavers in Education, Employment or Training	48.6	!	

#### Issues:

##### 16/17 year olds

- Whilst compared to November 2021, performance has improved for both measures, further work needs to be done to reduce the number of people whose current situation is not known across the overall cohort.
- For young people in employment, education or training, November 2022 performance was 91.8% (compared to 91.6% in November 2021) and for young people with SEND, performance was 87.4% (compared to 86.5% in November 2021).
- There are more young people in employment education or training overall in November compared to the same time last year, but the overall cohort has increased, masking this improvement.

##### Care leavers

- At the end of November 2022, 301 of the 625 (48%) care leavers aged 18-20 were in Employment, Education or Training (EET), which, reduced performance on the previous quarter (50.1%), on November 21 (50.7%), and remains below target.

#### Causes:

##### 16/17 year olds

- There is an increase in the overall cohort size, with 815 more 16 and 17yr olds than last year, which in turn increased the workload.



- The service continues to face staffing and resources capacity for this area of work.
- We are seeing an increase in the number of young people leaving their post 16 education early and this is having an adverse impact on the number of people recorded as 'not known'.

### Care leavers

- It is not usual to see a dip in EET figure at this time of year, which is likely to be attributed to a reduction in seasonal work, the cost-of-living crisis and industrial action.

### Actions:

#### 16/17 year olds

- A member of support staff has been appointed and this will create an additional resource in the new year.
- Youth workers within the Children and Family Wellbeing Service have started to contact young people within the NEET group to help them reengage but it is too early to see an impact at this point.

### Care leavers

- We continue to work alongside the Employee Support Team and the Virtual School to create opportunities for our young people.

### Supporting new businesses and business growth

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
5-year revised target is £8.77m covering circa 57 investments (July 2019 - June 2024)	High	2022/23 Q3 at 30th Nov	€ Number Rosebud Loans Provided to New or Existing Businesses	337,465	!	
New contract target (Jan 22 to June 23) 681	High	2022/23 Q3 at 30th Nov	No of Jobs Created by Boost	20.4	×	
New contract target (Jan 22 to June 23) 103	High	2022/23 Q3 at 30th Nov	No of New Businesses Established by Boost	22.0	✓	

### Rosebud Loans

#### Issues:

- Although this quarter has continued to be positive with a healthy number of investments coming to fruition these are less in value but reflective of the smaller businesses looking to kick on and grow through investment.

#### Actions:

- There is still time before this quarter completes and with a further £375,000 across 3 investments expecting to come to fruition being level on target.

### Boost ERDF Support

#### Issues:

- Outputs are lower than anticipated, which is a reflection on the "business" and time poor realities that a lot of our businesses are facing.



**Causes:**

- Whilst we don't have the headline numbers we expected, there is a strong pipeline of delivery and our remaining service providers are optimistic that they will be able to deliver to the headlines promised, the challenge is not so much in finding the businesses but more around their ability to commit to the 12-hour commitment to secure an intensive assist.

**Actions:**

- Notice of termination of two contracts has been issued following consistent underperformance. The management team are considering alternative delivery arrangements, and do not anticipate any fundamental changes in service offerings to the Lancashire Business community. This is being monitored closely within current project management arrangements.



## Caring for the vulnerable




This section includes performance about our adult social care services, support to children, young people and their families, and public health.

Link to the Corporate Performance Dashboard: [Caring for the Vulnerable Overview](#)

### Adult Social Care Services

This section is divided into 4 areas to reflect the Service Plan for adult social care services: shaping the market, making the right impact, promoting independence and choice, and financial sustainability.

#### Shaping the market

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
3.2-4.3	Low	2022/23 Q3 at 1st Dec	Number of New Requests received for support from New Clients, per % of population 18+	3.6	✓	
90	High	2022/23 Q3 at 1st Dec	% of CQC registered locations rated Good or Outstanding vs. Target - Community Based	91.1	✓	
90	High	2022/23 Q3 at 1st Dec	% of CQC registered locations rated Good or Outstanding vs. Target - Residential	77.9	!	

#### Number of New Requests for support from new clients per % population 18+

##### Issues:

- Requests for support from adult services are lower than that of comparator authorities, and this is based on the latest available comparator data from 2021/22. Although relatively fewer people contact us, we draw more people in for an assessment for formal care and then provide more formal support than others.
- There has been a slight decrease from the same period last year, and this is consistent with England and our comparator Local Authority averages.

##### Causes:

- Work is underway within the Living Better Lives Transformation programme (our strengths-based practice model which aims to further improve people's independence) and a pilot in the east of the county to improve people's access to community provision. This will reduce our reliance on formal packages of care which can then be used to further support timely discharge from hospital which is a particular pressure during the winter period.

##### Actions:

- We are further developing our understanding of our population needs through our Social Care reform work (which will continue for some aspects despite the government's planned delay until 2025) and Living Better Lives in Lancashire programmes, which support us to better understand what people can do for themselves and in turn what their social care needs are.



- Our aim is to enhance and shape the market to enable people to find good quality, local support without needing to always contact the council directly. We have set a target range of between 3.2% of the adult population contacting the council for social care support (which was the performance of best performing local authority) and 4.3% (which was the England average).

### **Care Quality Commission - Residential home & Community Based Services**

#### **Issues:**

- We are currently below the target (80.9% against 90%) in relation to residential care homes rated as good or outstanding by the Care Quality Commission (CQC). This performance varies across Lancashire and is different for nursing versus residential services. Residential Care is 82.3% good or outstanding whilst Nursing provision is 77% good or outstanding. Districts in the East of the county generally have more good to outstanding care homes than the West of the County.
- Community-based services are currently well above target (96.34% against 90%).

#### **Causes:**

- Our home care framework requires commissioned community providers to be rated as good or outstanding at the onset of issuing the contract, this is the main reason why performance in this area is strong.
- In the care home sector, we will commission places from providers with differing CQC ratings – outstanding, good or occasionally requires improvement – based on an individual's choice. We have a strategy to improve care home ratings by supporting them to make improvements. Analysis from the quality team has highlighted common themes in relation to financial issues, lack of leadership and workforce issues which have been more acute following the pandemic. We are working to support providers to make the improvements in these areas.
- A number of providers that were rated good prior to the pandemic are now being assessed as requires improvement because they are yet to fully recover from the pandemic.




#### **Actions:**

- With specific regard to residential homes, a recovery plan is in place to continue this support. However additional challenges are now facing the sector which include a significant loss of workforce and increased costs associated with the cost-of-living crisis. These are national issues. Some providers are making the difficult decision to exit the market.
- We are working with the NHS locally and nationally to support providers with the current challenges they face. This includes supporting providers with improvements and developing a longer-term plan ensuring that we only commission good quality care. For example, we have recently established a



new Quality Team which will focus on improving quality and standards of care for both internal and external provider services.

### ***Making the right impact***

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
66.2	High	2022/23 Q3 at 30th Nov	Making Safeguarding Personal - % of Section 42 Safeguarding enquiries where desired outcomes were asked for and expressed, where outcomes were Fully Achieved.	61.9	×	
1294	Low	2022/23 Q3 at 28th Nov	Number of people waiting over 5 days for an Adult Social Care Assessment	1525.0	×	
19.1	High	2021/22	Social Care-Related quality of life score	19.3	✓	

### **Making Safeguarding Personal - % of safeguarding enquiries where desired outcomes were asked for and expressed, where outcomes were fully achieved.**

#### **Issues:**

- It is pleasing to report that Quarter 3 performance has improved as a consequence of improving recording practice.
- We remain 5% short of our target of 66.2%. This target is not set at 100% because we cannot always fully support or fully resolve what people are seeking.

#### **Causes:**

- The redesigned Safeguarding service is now fully operational and new ways of working ensures that making safeguarding personal (MSP) is at the heart of safeguarding practice and a single social worker approach means that the individual only has to tell their story once. Discussion takes place with the individual throughout the safeguarding review process about setting outcomes that are meaningful and achievable.
- Whilst we are confident that MSP is happening in practice there remains a data lag and the inputting of data needs to be more robust. This will improve over time as new working practices in the team bed in.

#### **Actions:**

- All managers have focused on working with their staff team to ensure that they understand the importance of and give utmost care to data input on our information technology system regarding MSP outcomes.
- Managers continue to support staff with practice but will also robustly audit records and analyse the data to ensure we are on a trajectory to achieve the target.
- A new safeguarding quality and performance manager has been appointed and will take up post from 1/1/2023 and will further support audit and quality improvement work including MSP performance improvement.

### **Number of People waiting over 5 days for an assessment**

#### **Issues:**

- We initially prioritised those waiting more than 6 months and have had great success with this and are now prioritising those people waiting more than 3





months. As a consequence of this prioritisation, our reported 5 days target figure has moderately reduced from 1736 in Q2 2022/23 to 1525 Q3 2022/23. Although this demonstrates progress, further work is taking place to achieve the target.

- Of these total numbers of people waiting for an assessment roughly half are people who need to be re-assessed for reasons such as their needs have changed. We are developing our monitoring arrangements so that we can distinguish between people who are waiting for their first assessment and those who are waiting for a re-assessment.
- The number of people waiting less than 5 days is 195 and all the people who contact us for an assessment receive an initial triage.

**Causes:**

- More people are accepted for an assessment.
- Staffing capacity challenges have been experienced, particularly in services for older people and people with physical disabilities.

**Actions:**

- Targeted work continues to address the waiting lists for a social care assessment.
- Significant progress has been made around reducing the number of people waiting longer than 6 months for an assessment, the focus has now been moved to those waiting more than 3 months.
- Weekly reviews take place to closely monitor the performance. Teams are focussed on reducing the numbers as well as reducing the length of time people have to wait.
- Further work is underway to develop a measure which focuses on the timeliness of assessment completion, as this will be a complimentary indicator in terms of reporting on our overall responsiveness to people in need of support.
- Our timeline for achieving the target is end of the financial year 2022/23. This KPI measures waiting times for assessment and does not include those people who currently receive a service and who are overdue a review. Review work is also being prioritised and good progress is being made.

**Adult Social Care Related Quality of Life survey**

*Note: there is no update to performance data for Q3*

- This is an annual survey of people receiving services from adult social care in Lancashire. The next survey is being undertaken during Q4, and initial results will be available for the year-end report.



## **Proportion of people waiting 28 Days or more for a package of care**

- We are considering the timeframe of this indicator so this will reflect the service experienced by our users. At this stage we have not set a target, but it is clear that 'good' will be low. We will look to provide data, with some historical trends, in the year-end report.

## ***Promoting independence and choice***

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
13.3	Low	2022/23 Q3 at 30th Nov	Permanent admissions to residential and nursing care homes per 100,000 population aged 18-64 during the year	13.6	×	
637.6	Low	2022/23 Q3 at 30th Nov	Permanent admissions to residential and nursing care homes per 100,000 population aged 65+ during the year	672.8	×	
75.3	High	2022/23 Q3 at 30th Nov	Proportion of Registered carers receiving formal support from the County Council (via carers direct payments)	91.8	✓	
1.69	Low	2022/23 Q3 at 06th Dec	Total number of people in receipt of long term support plus trend over time / per %	1.8	×	
90	High	2022/23 Q3 at 30th Nov	The Proportion of people aged 65 and over who were still at home 91 days after discharge from hospital into reablement/rehabilitation services %	88.6	!	
90	High	2022/23 Q3 at 30th Nov	The Proportion of adults with a learning disability who live in their own home or with their family %	92.6	✓	

## **Permanent admissions to residential and nursing care homes per 100,000 population aged 18-64 and aged 65+ during the year**

### **Issues:**

#### **Adults 65+**

- We aim to continue our overall downward trend and have set a target of 637.6, which we consider to be realistic when considering the challenges we often face with sourcing non-residential care with cost-effective providers.

### **Causes:**

- Specialist staff shortages and lack of non-residential care provision can result in there being little alternative to support a discharge from hospital than a residential placement.
- Winter pressures are causing strains on all services. Government have made additional short-term funding available to support discharges from hospital but due to the lack of community provision in some areas, some people are being admitted to residential provision (both short and longer term) in order to relieve the immediate pressures on hospital beds.
- Residential admissions slowed during the main part of pandemic but since then the rate of admissions has started to increase.

#### **Adults 18-64**

- In this age band there has been an improvement from 15.45 (Q2) to 13.6 in (Q3) which is very close to the agreed target.
- This is an early indication that the actions implemented have been effective.



**Actions:**

Several initiatives are in place with the intention of avoiding admissions and reducing the number of people in residential care across both age bands above. These include:

- Senior Management oversight at the Complex Case Forum, managers in mental health having more supportive discussions with health colleagues about long term support needs.
- Reviewing the care and support services that people receive to avoid a hospital admission and the services that people receive as part of their rehabilitation and recovery following a stay in hospital (referred to as intermediate care services).
- Working with District colleagues to identify and address housing issues that may be preventing timely discharge from hospital.
- Using a 'home first' approach to assess people at home following a hospital admission rather than assessing people whilst they are still on a hospital ward to provide a better understanding of what people can do for themselves and what their social care needs are.
- We are utilising the Adult Social Care Discharge Fund to provide a range of initiatives to support hospital discharge during this winter period.

**Proportion of registered carers receiving formal support from the County Council**

- We continue to maintain our high levels of performance for the proportion of carers receiving formal support from the County Council. Particularly worthy of note, is direct payments to carers have proved to be much more efficient and promote independence and choice.

**Total number of people in receipt of long-term support per % of the population aged 18+****Issue:**

- We provide more people with long term support (per head of population) than our nearest neighbour authorities.

**Causes:**

- People are being drawn into the formal care system who otherwise could have been supported by accessing universal and community services.
- Some people have waited too long for an assessment (particularly during the pandemic) and this means they developed more complex needs and therefore required formal support.



**Action:**

- The introduction of self-assessment and sign posting to community services and increasing our digital offer to promote self-reliance and independence.
- Backlogs have significantly reduced, and this will allow for earlier interventions and reduce long term needs. The backlog work is due to be completed in February 2023.
- The Living Better Lives in Lancashire Programme is gathering momentum and it is anticipated to support an improvement to our performance over time, as we progressively promote increased independence by better use of community support.

**The proportion of people aged 65 and over who were still at home 91 days after discharge from hospital into reablement/rehabilitation services****Issue:**

- We aim to continue our comparatively high performance and move closer to the 90% target. However, this will prove challenging, as we will be increasingly working with service users with more complex needs.

**Actions:**

- Continued close monitoring of service user outcomes.
- Significant work has been undertaken to improve the way in which people receive support to enable them to recover from a stay in hospital through our reablement service.
- A review of both the reablement service and the wider intermediate care provision continues to inform future operational delivery and the re-procurement of the service which is due by the end of 2022/23.

**Proportion of adults with a learning disability who live in their own home or with their family**


- We continue to be a top performer (when compared with our 'nearest neighbours').

**Actions:**

- The work being undertaken to deliver on the 'Housing with Care and Support' Strategy 2018-25 has strengthened our approach to working with providers, developers, and partners. This includes working closely with the district councils.



**Financial sustainability**

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
530	Low	2022/23 Q3 at 30th Nov	£ Long Term Support Average Cost Per Person Per Week vs. Budget	536.9	!	


**Long term support average cost per person per week****Issues:**

- We are seeing an increase in the number of homecare packages sourced off framework due to capacity issues of providers on the current framework, this drives higher costs.
- Continued pressures within the NHS, particularly discharge arrangements, are driving up the average costs. This is as a consequence of the NHS directly procuring care at a higher cost. This is one of the issues we are working closely with our NHS colleagues to address, and we are developing a pilot approach to joint commissioning with a number of providers.
- Furthermore, we are seeing increased costs in Supported Living, specifically in relation to traditional supported living settings. This is driving the transformation programme to move to a more apartment accommodation model as traditional models' costs continue to increase.

**Actions**

- The Homecare Tender due to go out for procurement in April 2023 will address the issues relating to the current homecare framework.
- Continued implementation of the supported living modernisation programme to replace traditional housing stock with alternative apartment type accommodation. We are expecting that some traditional accommodation will be decommissioned in the near future.

**Children and families****Children and Families Wellbeing Service.**

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
70	High	2022/23 Q3 Oct Nov	% of children and young people who received targeted early help support from Children and Families Wellbeing service which successfully met their identified needs	71.0	✓	

**Issue:**

- Data for October and November suggests the percentage of children and young people who received targeted early help support which met their identified needs improved significantly and is above target.

**Causes:**

- The service have been focusing on obtaining and maintaining engagement and analysing local data at local level to identify and set actions for those districts with poorer performance.



**Actions:**

- Continue to build on improvements made through the planned workshops and engagement tools.

**Looked after children**

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
80	High	2022/23 Q3 Oct Nov	% of children looked after actually living in Lancashire	80.2	✓	

**Percentage of children looked after who are actually living in Lancashire****Issue:**

- With 1,544 looked after children now living in Lancashire, the proportion (80.2%) has improved further and is now above target.

**Causes:**

- New commissioning arrangements focusing on local placements commenced in May 2022 and August 2022.
- A replacement provider to our children's home block contract was appointed in May 2022 which increased the number of local placements. This is now starting to show impact.
- The Children in our Care service has focussed heavily on ensuring the stability process is well embedded to support with managing vulnerable homes and they have sufficient notice periods to enable placement finding as a contingency where appropriate.

**Actions:**

- Continue testing the effectiveness of our commissioning work.
- Building on our consistent application of the stability process to maintain homes for our children locally.
- Continued work of the Where Our Children Live project –opening of additional inhouse residential homes in Lancashire.

**Children becoming looked after****Issue:**

- With 85 children becoming looked after during October and November 2022, the rate remains low at 3.4 per 10k. This is below the national and North West region rates which is in line with expectations given our emphasis on preventative approaches including Family Safeguarding. It is difficult to predict a December figure due to the volatile nature of this indicator. Therefore the rate for quarter three is a total for two months and is not comparable to previous quarters.



**Causes:**

- Family Safeguarding is set up to ensure that more children stay with their families where it is safe to do so.

**Actions:**

- The service is reviewing recruitment and retention and workload in Family Safeguarding in order to ensure that we have fidelity to the model, we believe that stronger fidelity will result in fewer children entering care.
- The service are also developing our 'edge of care' services to prevent older teenagers in particular entering care

**Domestic abuse**

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
Not Appropriate	Not Appropi...	2022/23 Q2	Domestic Abuse Safe Accommodation: Referrals for service	262		
Not Appropriate	Not Appropi...	2022/23 Q2	Domestic Abuse Safe Accommodation: Families supported in safe accommodation %	46.2		
60 per year	High	2021/22	Domestic Abuse Perpetrator Programme: Referrals completed (inc partial completion) %	73.3	!	

*Note: there is no update to performance data for Q3*

**Adult Perpetrator programme****Update on planned actions from Q2:**

- To achieve our local target, a recovery plan is now in place with the service provider to increase referrals from other partners by raising awareness with a variety of statutory and voluntary organisations, including those engaged with the emerging Multi-Agency Risk Reduction Assessment Coordination approach to domestic abuse. The recovery programme is already improving referrals into the service.

**Substance misuse and alcohol**

Target	Good Is	As of Date	Metric Name	Latest Value	RAG Status	Trends
NDTMS (the national dataset) do not set a target/comparator for the top quartile LAs	High	2022/23 Q2	Substance Misuse and Alcohol: Proportion of all in treatment, who successfully completed treatment and did not re-present within 6 months: alcohol %	47.7	✓	
Top quartile range (comparator LAs) 6.67 – 11.92%	High	2022/23 Q2	Substance Misuse and Alcohol: Proportion of all in treatment, who successfully completed treatment and did not re-present within 6 months: opiates %	5.5	✓	
85	Low	2022/23 Q2	Substance Misuse and Alcohol: The estimated proportion of people in your area who are dependent on Alcohol not in the treatment system %	84.5	✓	
40	Low	2022/23 Q2	Substance Misuse and Alcohol: The estimated proportion of people in your area who are dependent on opiates, not in the treatment system %	41.5	✓	



Although the KPIs for this service are on or above target, the following issues are being monitored and actively actioned as they impact both the number of people in treatment and treatment outcomes.

**Issue:**

- Limited capacity in the treatment system coupled with a need to increase referrals from partners.

**Causes:**

- Increased complexity and poorer general health of people coming into treatment having an adverse impact on outcomes and capacity.
- Impacts from the Covid pandemic causing reduced capacity.

**Actions:**

- The Office for Health Improvement and Disparities (OHID) have allocated additional investment for Lancashire through the Supplemental Substance Misuse Treatment and Recovery Grant. In 2022/23 this amounts to £2,584,279.
- This will allow us to increase the quality of key working and case management, target individuals in underrepresented groups, and improve engagement with partners.
- The terms of the grant state that we must improve the treatment outcomes and increase the number of people in treatment by 20% (based on 2021/22 data) by 2025, phased over three years. In year one we need to draw in an additional 192 people into the treatment system.





## Report to the Cabinet

Meeting to be held on Thursday, 2 February 2023

### Report of the Chief Executive and Director of Resources

<b>Part I</b>
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Electoral Division affected: (All Divisions);
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<b>Corporate Priorities:</b> N/A;
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### Money Matters Quarter 3 Report 2022/23

(Appendices 'A', 'B' and 'C' refer)

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#### Brief Summary

This report provides an update to Cabinet on the county council's 2022/23 revenue and capital financial position and makes recommendations for Full Council in respect of the 2023/24 budget and council tax levels, including the proposed capital delivery programme.

Like all councils, we continue to experience increases in demand, particularly in relation to Adults and Children's Social Care, and increasing cost pressures. Many of the underlying causes are outside of the council's control however through proactive management the forecast outturn for 2022/23 has reduced from £7.991m to £2.521m and we are focused on driving this down further.

The Provisional Financial Settlement for 2023/24 was announced on 19 December 2022. The final settlement will be confirmed in February 2023 although in previous years there has been very little change. The medium term financial strategy was updated for the Provisional Settlement plus other known changes and reported to Cabinet on 19 January 2023. This indicated an improved position.

Following consultation with Cabinet, an updated medium term financial strategy is provided within this report. The primary change relates to a revision to the proposed council tax level for 2023/24, now proposed at 3.99% a reduction from the previous assumption of 4.99%. The revised forecast funding gap for 2023/24 is £9.501m, an increase of £7.760m, with an updated structural deficit of £23.286m by 2026/27.

## Recommendation

Cabinet is asked to:

- (i) **Agree** to make recommendations to Full Council on 9 February 2023 for a Band D Council Tax for 2023/24 reflecting a 3.99% increase including 2% to be used for adult social care in line with the new flexibilities.
- (ii) **Note** the revised funding gap of £9.501m in 2023/24 and **Agree** to make recommendations to Full Council on 9 February 2023 for this to be met from the uncommitted transitional reserve.
- (iii) **Agree** to make recommendations to Full Council on 9 February 2023 for an indicative capital delivery programme of £239.859m in 2023/24.
- (iv) **Note** the current forecast overspend of £2.521m on the revenue budget in 2022/23, the revised 2022/23 capital delivery programme of £222.900m with a forecast outturn of £163.566m.
- (v) **Note** the advice of the council's Chief Finance Officer with the regard to the robustness of the budget and the adequacy of reserves.

## Detail

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

- Appendix 'A' - the 2022/23 forecast revenue position.
- Appendix 'B' - revised medium term financial strategy for the period 2023/24 to 2026/27, including reserves position.
- Appendix 'C' - the 2022/23 re-profiled capital delivery programme and forecast outturn and indicative capital delivery programme for 2023/24.

### 2022/23 Revenue Position as at 30 November 2022 (Appendix 'A')

A revenue overspend is currently forecast at £2.521m and represents a variance of 0.27% against the overall revenue budget of £948.107m. This is an improvement across all Directorates of almost £5.5m from the c£8m overspend that had been forecast at Quarter 2 and reported to Cabinet in December. The improvement reflects services having undertaken detailed reviews of their cost drivers, identifying actions to reduce costs and improve income levels including tighter control of vacancy management. The focus will remain on increasing efficiency and productivity as well as increasing income wherever appropriate with the aim of delivering within our financial envelope.

Pay, price and demand pressures have led to the forecast overspend. There remains a risk that the current volatility in actual demand could lead to a more significant variance from the current forecast by the end of the year, however with cost control measures remaining in place it is expected that there will be further



improvement over the final quarter as in previous years. The primary area of overspend is Children's Social Care at c£12m. Underspends are forecast in most other service areas including Adult Services where the position has been supported by some one-off savings and initiatives, particularly in relation to additional income.

The savings that have been agreed to date are being closely monitored. These are a combination of savings that were planned to be delivered in 2021/22 or earlier and were delayed due to the pandemic, and the budgeted savings agreed to be reprofiled for 2022/23. There is a strong management focus on delivery of these savings.

#### The Medium Term Financial Strategy and Reserves Position (Appendix 'B')

The current medium term financial strategy indicates a forecast funding gap of £9.501m in 2023/24, an increase of £7.760m on the previously reported position. The structural deficit is forecast to rising to £23.286m by 2026/27. The increased gap predominantly relates to a revision to the proposed council tax level for 2023/24 from 4.99% to 3.99%. There are also some additional investments proposed in sustainable travel and ICT security. To offset some of the increased pressures, funding from capital receipts will be included to support the 2023/24 budget.

The value of the uncommitted transitional reserve is currently forecast to be £188.533m by the end of March 2023. This does not include the impact of the forecast overspend within the 2022/23 outturn position, as the variance is relatively small, and work is being undertaken by services to achieve a break-even position. The value of the uncommitted transitional reserve is currently forecast to be sufficient to meet the identified funding gap for the next 4 years. Work continues on identifying further savings proposals to reduce the structural deficit and associated demand on reserves. These will be brought to future Cabinet meetings as appropriate.

#### Capital Delivery Programme for 2022/23 and Indicative Capital Delivery Programme for 2023/24 (Appendix 'C')

The forecast outturn as at December 2022 is £163.566m against a revised delivery plan of £222.900m, an expected variance of £59.334m. Key items of variance include slipped delivery in the rolling program of operational buildings repairs and maintenance and on various economic development projects particularly the Salmesbury Enterprise Zone

An indicative capital delivery programme for 2023/24 of £239.859m has been prepared using agreed annual budgets in addition to the forecast delivery of any remaining prior year slippage net of any accelerated delivery. The indicative programme will be reported back to Cabinet for approval early in the new financial year following a review in light of the final outturn position and updated assessment of delivery plans.



## The Robustness of the Budget and the Adequacy of Reserves

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

### Robustness of the Estimates

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

The table below demonstrates the scale of just a small variance in the assumptions made, showing the potential impact of both a positive and negative movement of 1% across the main areas within the medium term financial strategy:

	Potential Full - Year Impact of 1% movement (£m)
Funding - Council Tax	+/- 5.983
Pay	+/- 4.408
Price Inflation	+/- 8.161
Demand	+/- 5.546
Interest on borrowing	+/- 5.000

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

- **Government Funding**

The Provisional Settlement was announced on 19 December 2022 and confirmed the funding streams that had previously been announced as part of the Autumn Statement.

Whilst the Provisional Settlement aims to provide some certainty to councils over the next 2 years, this mainly relates to the confirmation of flexibility in the level of council tax increase rather than confirmation of grant values in 2024/25. Estimates have been made of 2024/25 allocations using the same distribution formula being applied to funding streams in 2023/24. In addition, there remains uncertainty with regard to both the financial position and particularly funding levels from 2025/26 onwards. The medium term financial strategy makes the assumption that those grants provided in 2023/24 and 2024/25 will continue at existing levels over the lifetime of the strategy, whether that be as a specific grant or as part of a new funding formula.

The Provisional Settlement contained detailed figures for additional social care funding and provided confirmation of the ability to increase council tax by 4.99% in 2023/24 and 2024/25 including a ringfenced 2% adult social care precept. Some information was provided as to what it is expected that the additional funding would be spent on, with more detail being provided in due course. The review of the funding formula and business rates retention remains delayed. Indications are that the earliest opportunity for this to be introduced would be 2025/26.

Consequently, the biggest risk exposure, and potential opportunity, is with regard to the uncertainty on future funding levels from 2025/26.

- **Service Demand and Service Price Pressures**

Common to all upper tier councils we continue to experience pressures on adult and children's social care, particularly with regard to homecare services in adult social care and the cost of residential placements in children's social care. As a consequence, increased demand and inflationary price pressures have been factored into the medium term financial strategy. For adult social care services an additional £59m has been built in for increasing demand and a further £155m built in for expected price and inflationary fee pressures. Additional grant funding has been received as part of the Provisional Settlement to support both demand pressures and price increases including market sustainability and facilitating hospital discharge.

Demand pressures are identified based on current and historical trends and population projections where appropriate (particularly linked to the ageing population in respect of adult social care). Detailed work continues to be undertaken focused on a better understanding of the causes of increasing demand and when it is likely that demand will return to more usual levels as the current high levels of demand have been a key contributing factor to the funding gap.

Levels of inflation have been increasing during the year with the UK Consumer Price Index for November registered 10.7% year on year, although recent figures announced for December indicate that levels could have potentially reached their peak.

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

A particularly significant area is the care market, primarily residential, nursing and homecare, the funding of which is recognised as a significant issue regionally and nationally. A significant amount has been included within the estimates to fund price increases as well as the impact of the national living wage on care providers. As part of the Provisional Settlement, additional funding was provided through various grants to support some of the additional costs across social care services. While further details are required on the conditions to this funding, it has been assumed within the estimates that those conditions can be satisfied.

- **Pay**

The majority of the pay bill is driven by the national pay agreement at £1,925 per full-time equivalent. At an average increase of 7% on the salary bill, this additional cost has been reflected in the budget.

Further to the announcement of the agreed pay award, assumptions relating to pay were increased, with budget provision made for an increase of 5% in 2023/24, 3% in 2024/25 and 2% in both 2025/26 and 2026/27. This change in assumption was made based on consideration of benchmarking information provided from other county councils, although the actual pay award will be in line with the outcome of the annual National Joint Council pay negotiations.

The county council remains an accredited member of the Living Wage Foundation.

- **Interest Rates**

As a result of the inflationary pressures there have been steady increases in the level of interest rates throughout 2022/23, with rates starting the financial year at 0.75% and the interest rate from December 2023 being 3.5%.

The increase particularly impacts on the borrowing costs in support of the capital programme. Increases in forecast costs have been built into the estimates based on forecasts provided by our treasury management adviser Arlingclose.

- **Savings Programme Delivery**

The scale of savings agreed to be delivered in previous budget rounds remains significant with c£30m budgeted to be delivered in 2022/23 and a further c£18m in later years. A further c£86m of additional savings proposals and £32m in strategic targets were agreed by Cabinet in November to form part of the 2023/24 budget proposals.

There are inherent risks in the delivery of any savings programme of this scale, particularly where they are directly linked to reducing the future demand for services. There are comprehensive arrangements in place to track delivery of financial savings and take corrective actions as required. We have a strong track record of delivery of our saving plans and in delivering balanced budgets over recent years, however this remains a significant risk on our risk register.

Any significant under-delivery or slippage to delivery timeframes will create an additional funding pressure and impact on the ongoing and longer-term financial health of the council. However, there is a strong management focus on delivery of agreed savings and accelerated delivery will help to improve confidence as well as create opportunities for alternative investments.

Overall, I am satisfied that the council's budgets are robust being underpinned by appropriate assumptions based on a variety of external and internal experts. We have also benchmarked data with other councils for added confidence. Of course, there are no absolutes and risk cannot be removed in its entirety. However, for all assumptions there are both upside and downside risks and the council has robust

monitoring and management arrangements to ensure early identification of emerging risks and opportunities enabling appropriate action taken.

### **Adequacy of Reserves**

The council holds reserves for a number of reasons:

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

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

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

In relation to the council's general reserve (County Fund Balance), the forecast level at 31 March 2022 is £23.437m. In addition, the council is forecast to hold £36.3m by the end of the financial year as a formal treasury management reserve to hedge against the uncertainty and volatility inherent in these markets. The reserve will enable the council to manage unpredicted interest rate changes and associated risks over the short-term without directly impacting the revenue account.

The value of the council's uncommitted transitional reserve, which is available to support the revenue budget, is currently forecast to be £188.533m at the end of 2022/23 and is sufficient to meet the forecast funding gap within the current medium term financial strategy covering 2023/24 to 2026/27.

The level of risk evident within the budget has been significant in recent years due to uncertainty in the macro economic outlook and funding levels. However as part of the Provisional Settlement the Government provided relative certainty as to the levels of funding for the next two years. The revenue budget for 2023/24 will need to be supported by reserves with an increasing gap forecast in subsequent years. The transitional reserve allows decisions to be made in a more measured and considered way while a sustainable budget is achieved.

As part of the medium term financial strategy report, scenario analyses of the forecast financial position and impact on reserves has been undertaken. Overall, I am satisfied that the council has an appropriate level of reserves to cover the balanced risk assessment of our financial position from 2023/24 to 2026/27. However, it will be necessary for additional efficiencies, income generation and reduced costs to be achieved to bring the council to a financially sustainable position.

## **Implications:**

### **Risk management**

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

### **Legal**

Matters referred to in this financial forecast will be subject to council consideration where appropriate.

### **List of Background Papers**

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





**Money Matters**  
**The County Council's Revenue Financial**  
**Position**  
**2022/23 Quarter 3**

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## 1. Summary Revenue Budget Monitoring Position as of 30<sup>th</sup> November 2022

Service Area	Net Budget	Net Forecast Outturn	Net Forecast Variance	Net Forecast Variance	Q2 Variance
	£m	£m	£m	%	£m
Adult Services and Health & Wellbeing	421.238	414.094	-7.144	-1.70%	-3.049
Education & Children's Services	229.376	240.925	11.549	5.04%	10.707
Growth, Environment & Transport	158.488	156.365	-2.123	-1.34%	0.795
Resources	155.149	156.443	1.294	0.83%	0.471
Chief Executive Services	-16.143	-17.199	-1.056	-6.54%	-0.934
<b>Grand Total</b>	<b>948.107</b>	<b>950.628</b>	<b>2.521</b>	<b>0.27%</b>	<b>7.991</b>

## 2. Executive Summary

This report provides an update to Cabinet on the county council's forecast 2022/23 revenue financial position as at the end of November 2022. The forecast outturn for 2022/23 is outlined in the table above, with a £2.521m overspend forecast, which by way of context is 0.27% of the county council's net budget. This represents an improvement across all Directorates of almost £5.5m from the c£8m overspend that had been forecast at Quarter 2 and reported to Cabinet in December. The improvement reflects services having undertaken detailed reviews of their cost drivers and identifying actions to reduce costs and improve income levels including tighter control of vacancy management. The aim remains to achieve a break-even position over the remainder of the financial year.

The county council is experiencing increasing demand for services particularly adult social care support for residents in their own homes, and children's social care overall. The county council continues to respond to the acute health sector seeking to free up hospital beds and offer alternative care solutions. Longer term, it is anticipated there will be high levels of demand continuing across Adults and Children's services, as well as inflationary pressure from providers of care and the consequence of the Fair Cost of Care review, despite the announced delay in the Provisional Financial Settlement in December 2022.

In the forecast position, demand pressures in Children's Social Care are highlighted with an overspend of c£12m forecast and also in Adult Services, whilst there are still pressures in terms of demand and cost of packages, these have been offset by some one-off savings particularly in relation to income. Within the 2022/23 forecast position, there are various one-off underspends across services, which are unlikely to be available in future years to meet any additional demand or inflationary pressures for those assumed within the revised medium term financial strategy.

During the last two financial years there were multiple grants awarded by the Government to local authorities to support them during the pandemic, these have largely come to an end. Some Contain Outbreak Management Fund grant was carried forward for use to contain any further outbreaks and this is being kept under regular



review. These one-off grants have supported pressures as a result of the pandemic, such as increases in demand and delays in the delivery of savings.

The savings that have been agreed to date are being closely monitored. There is a combination of savings that were planned to be delivered in 2021/22 or earlier and were delayed due to the pandemic, and the budgeted savings agreed to be reprofiled for 2022/23. There is now a strong focus on delivery of savings agreed within the budget.

At Cabinet in November, a further c£86m of additional savings proposals were agreed and strategic targets of £32m to help balance the budget over the medium-term financial strategy period. In order to monitor the delivery of both those savings previously agreed and still to be delivered as well as the new package of savings to be agreed in setting the 2023/24 budget, each Directorate has a Finance Monitoring Board. The purpose of the Boards is to challenge and monitor delivery of savings, in addition to removing barriers to delivery, as well as escalating any issues to ensure savings are delivered within their profiled timescales and earlier if possible.



### 3. Adult Services and Health and Wellbeing Directorate

Service Area	Net Budget	Net Forecast Outturn	Net Forecast Variance	Net Forecast Variance	Q2 Variance
	£m	£m	£m	%	£m
Disability (Adults)	2.946	4.792	1.846	62.66%	2.468
Residential & Day Care Services for Older People	1.438	3.219	1.781	123.84%	3.734
<b>Total Adult Care and Provider Services</b>	<b>4.384</b>	<b>8.011</b>	<b>3.627</b>	<b>82.73%</b>	<b>6.202</b>
Social Care Services (Adults)	218.314	212.473	-5.841	-2.68%	-3.268
Learning Disabilities, Autism & Mental Health	193.052	187.838	-5.215	-2.70%	-5.989
<b>Total Adult Community Social Care</b>	<b>411.367</b>	<b>400.311</b>	<b>-11.056</b>	<b>-2.69%</b>	<b>-9.258</b>
Safeguarding & Quality Improvement Services	4.653	4.619	-0.034	-0.73%	-0.104
Policy Info & Commission Live Well	4.275	4.426	0.150	3.51%	0.077
<b>Total Safeguarding and Quality Improvement</b>	<b>8.929</b>	<b>9.045</b>	<b>0.116</b>	<b>1.30%</b>	<b>-0.027</b>
<b>Total Adults</b>	<b>424.680</b>	<b>417.366</b>	<b>-7.313</b>	<b>-1.72%</b>	<b>-3.083</b>
Public Health & Wellbeing	-67.656	-67.656	0.000	0.00%	-0.002
Health Equity Welfare & Partnerships	59.290	59.290	0.000	0.00%	-0.014
Health, Safety & Resilience	1.322	1.064	-0.259	-19.55%	-0.282
Trading Standards & Scientific Services	3.603	4.031	0.428	11.88%	0.333
<b>Total Public Health</b>	<b>-3.442</b>	<b>-3.272</b>	<b>0.169</b>	<b>4.92%</b>	<b>0.035</b>
<b>Total Adult Services and Health and Wellbeing</b>	<b>421.238</b>	<b>414.094</b>	<b>-7.144</b>	<b>-1.70%</b>	<b>-3.049</b>

The total net approved budget for Adult Services and Health and Wellbeing in 2022/23 is £421.238m. As at the end of November 2022, the service is forecast to underspend by £7.144m. This is an improvement of £4.095m compared to Quarter 2.

#### **Adult Services – Forecast underspend £7.313m**

The total 2022/23 budget for Adult Services is net expenditure of £424.680m. The forecasted outturn estimated as at the end of November 2022 is £417.366m resulting in an underspend of £7.313m equating to 1.72% of the total budget.

Whilst the position in this financial year appears positive, it is important to recognise that there are some significant "one-off" elements that are resulting in the service forecasting an underspend. In 2022/23 and future years the service has significant levels of savings to deliver to stay within their budget envelope, with some savings agreed to be delivered in previous financial years being delayed due to the impact of



the pandemic. If the service did not have those non-recurrent benefits within its financial position in 2022/23 then the service would be forecasting an overspend, due in the main to cost pressures that are largely outside of our control such as wage and general price inflation.

This position contains a mixture of both under and overspends, with the most significant pressure being the recently agreed pay award. As this pay award has been calculated on a flat rate per employee, the % uplift is greater for the grades that predominantly make up the majority of our care staff working in our care provider services and therefore the total pressure is significant at £5m.

The largest source of the positive variance to budget has been the greater success in recovery of income. As part of day-to-day activities, services working in conjunction with finance teams recover income as appropriate from both service users and the NHS. As part of the 2022/23 position, the county council's most notable agreement with the NHS was in relation to Continuing Health Care and a number of joint funding cases, which resulted in £4.6m being received by the county council from the NHS. Further work is taking place to review how costs are more appropriately shared with the NHS, other partners and service users where this is applicable.

As part of funding support provided by the Government during the pandemic, the Contain Outbreak Management Fund was awarded to Councils. As part of the Quarter 3 monitoring position, following a review of eligible costs to be attributed against this grant funding, additional funds of £3.4m have been allocated to the Adult Services budget. These funds offset the additional cost pressures associated with providing safe services in our in house services for example, ensuring appropriate staffing levels and maintaining high standards of infection control, in addition to the increasing demands on our services from for example supporting more people being discharged from hospitals.

It should be noted that the cost predictions include the costs the county council has incurred to date up to November, however data is awaited and activity over the high demand winter period when referral levels can be higher due to seasonal issues exacerbating pre-existing conditions in the most vulnerable residents and often influenced by the response of the NHS, mainly hospitals.

As widely reported, this winter period has so far been particularly pressured for health and care services and there have been inevitable knock on pressures felt across adult services as part of our response. Additional monies have been made available by government but with fairly limited use, in the main for supporting hospital discharges through residential settings. This, in most instances, would not be the preferred discharge route and the county council has been working closely with the NHS locally to utilise the additional funding in the most effective way.

There are a number of factors driving the costs within adult social care, some within the county council's ability to control and some now starting to impact which are increasingly more difficult to influence. As noted below, staffing shortages due to recruitment and retention difficulties and high sickness levels across all services increases the reliance on agency workers and results in higher overall costs. Staffing shortages within in house residential services for example require cover, which in the



main is provided through agencies, where costs are higher. Some teams such our hospital teams have vacancies in the order of 30% due to high turnover rates associated with such high pressure services.

During 2022/23 a directorate Workforce Strategy has been agreed and as it is implemented will start to address such issues. In some service areas, such as homecare, framework providers have not been able to be used, again mainly due to staffing pressures, which again increases costs as off framework providers are used which are at higher cost. The county council is embarking on a significant re-procurement exercise for the homecare framework and will be seeking to address this. General price and cost of living pressures are impacting on many of the council's providers. The Cost of Care (see below) exercise may address some of these issues, but depending on the level of government grant funding this could further add to overall cost pressures.

### **Savings progress**

Controllable costs include the delivery of pre-existing savings which have been unavoidably delayed due to the prioritisation of the Directorate's response to COVID-19, of which there are still ongoing issues. The Directorate has a governance framework in place to ensure rigour and grip of the delivery of the £17m savings outstanding with £10.9m due to be delivered within this financial year. In some instances, COVID-19 has exposed changes that are now required to some of the previously agreed savings programme to ensure that adult services can deliver to its original target.

Through reviewing service budgets and processes the service has put forward c£50m of additional savings to be delivered from 2023/24, subject to approval at Full Council in February. The savings have been identified and will be delivered against a background of challenge for the service of growing needs of an ageing and increasingly disabled (physical and emotional) adult population as identified by the Director of Public Health in his annual report and the precarious nature of the care market.

### **Pressure areas**

Other controllable costs include the spend associated with the response to adults approaching the council for advice and support. Benchmarking data continues to show that when compared to other similar authorities, although the county council is not approached by proportionately more people, of those who do come forward, the county council continues to 'draw in' a larger proportion of people, and then go on to give them proportionately more formal packages of care. Authorities that perform better typically have a stronger preventative offer and make greater use of community provision as an alternative to formal packages of care. This has a benefit for the individual as they can make better use of services based close to where they live, improving their ability to live independently at home, and reduces costs for the council as community based provision tends to be less costly than formal care.

The directorate had already agreed to progress a programme of change to bring the county council closer to some of what other councils have done on this, underpinned by a strengths-based practice approach. Unfortunately, this had been delayed due to COVID-19 but is now recommencing with closer monitoring. A key component of the



change is to increase the uptake in direct payments as this affords the public a greater level of choice and control of how they manage and receive care.

### **Legislative Changes**

Issues impacting on the budget which are increasingly difficult to control/manage include the Fair Cost of Care, an exercise all authorities are required to complete in readiness for social care reform in 2023. Many of the reforms are now delayed until in 2025/26 however the Fair Cost of Care exercise has been used to inform the provider fee increases for 2023/24, which will be presented to Cabinet in February. Authorities will be required to publish the results of their Fair Cost of Care exercises, and this is highly likely to illustrate that most councils are not always able to fund to a level acceptable to the care market, thereby impeding market sustainability. The county council has assumed that the funding provided from government will cover the extra cost pressures associated with increasing the prices paid to our providers associated with the social care reforms.

### **Older People services**

The council continues to experience challenge in securing care in some parts of the county due to rurality for example, and some types of care i.e., nursing home provision for elderly mentally ill. The county council are trialling, with the NHS, the use of some of our in house provider care home beds for elderly mentally ill people and whilst numbers are still quite modest the outcomes for the individuals are better and cost savings have been identified. This is enabling people to return from high cost out of area placements and long stay institutional settings which is beneficial to the person and reduces cost. Our Director of Health and Care for Lancashire intends to progress this through the Integrated Care Board.

Budget pressures continue to be experienced primarily in the cost of home care for all adults including older people and those with mental health or learning disability. The county council is also being approached to meet the increasing costs from providers arising due to increases in fuel and energy costs and are under considerable pressure from the market to provide additional financial support. In some instances, due to staffing problems and cost pressures, homecare providers are declining business resulting in a reliance on non-framework higher cost provision.

### **Younger Adults specific needs groups**

The directorate is also facing significant increases in the numbers of young adults now transferring from children services with forecast costs £1.5m over budget at this stage and will in almost all circumstances be lifelong. More detailed analysis is required and requires a step change in the way the two directorates work together and with families and young people. There are increasing cost pressures within Children's services which are now impacting on Adult's services as the young people attain the age of 18 to 25 and transition over. This area has been included within the saving proposals put forward by the Directorate and includes additional staff within Adult's services who can work with young people and their families well in advance of the young person turning 18 to plan, source, or develop with the market, the right care in the right place, to be ready at the right time.





### **In-House provision**

The largest pressures that are forecast across the Directorate relate to in-house services, and most noticeably in the older peoples care homes. There are particular pressures in relation to staff costs, both in terms of the pay award (£3.9m) and also the necessity to employ agency workers to cover for staff absence. In addition, occupancy levels have not recovered post-pandemic and this is having a detrimental impact on income levels forecast to be achieved by the service (£2.5m).

### **Income generation**

The ability at this point to report an underspend as a Directorate is largely due to one-off income recovery through sharing costs more equitably with the NHS, for example on ensuring obligations are met toward Continuing Health Care. Work continues with the NHS to achieve better value for money by working together and where appropriate to pool budgets. As part of service delivery, joint funding from the NHS, service user income and direct payment clawback are part of day-to-day operational activity, with levels of income increasing partially due to additional demand levels and also due to improved business processes and collaborative working. This will continue to be monitored and reported in future reports and forms part of next year's savings proposals as there is more work to do.

### **Public Health & Wellbeing - forecast overspend £0.169m**

The total budget for Public Health & Wellbeing Services in 2022/23 is a net income budget of (£3.442m) as it includes the ring-fenced Public Health Grant of £72.216m. The overall forecast position is an overspend at Quarter 3 of £0.169m.

As the Public Health Grant is ring-fenced, any underspend on those services covered by the grant occurring in year will be transferred to the Public Health Grant Reserve to be re-invested into the service, such as the Transformation Programme currently being developed and implemented.

The service has had to work in a very different way during the last two years to deliver the successful response to the demands of the pandemic in Lancashire, with the change in approach leading to growth in the Public Health Grant Reserve balance. This fund is now available, not only to support transforming the Public Health service, but also to investment into services across the county council that will have a positive impact on public health. A proposal totalling £14m has already been included in the recent Cabinet budget report.

### **Financial Outlook Beyond 2022/23**

Any underspends within the service are mainly due to service and project delays due to the pandemic and continued COVID-19 infections and outbreaks across Lancashire, together with staff working on COVID-19 contain management which has been funded by grant. Despite the relatively low level of forecast overspend in 2022/23 and a forecast contribution to reserves for underspends across services funding through the Public Health Grant, the current high rates of inflation will have a material impact on the cost of commissioned services, such as sexual health services, health visiting and substance misuse services, and also internal costs from 2022/23 onwards.



### **Public Health and Wellbeing – forecast to breakeven**

The Public Health and Wellbeing budget is forecast to end the year underspent as the Contained Outbreak Management Fund monies will be used to meet employee cost as appropriate. As per previous years, the cost centre shows a breakeven position as all unspent Public Health Grant will be transferred into the reserve.

### **Health Equity, Welfare & Partnership – forecast to breakeven**

Various relatively small underspends are forecast across the services, however, as these services are public health grant funded, any underspend is moved to reserves to invest in public health in future years. In 2022/23 a contribution to the Public Health Grant Reserve of c£3m is forecast.

### **Health, Safety & Resilience – forecast underspend £0.259m**

The forecast outturn position for 2022/23 is an underspend of £0.259m due to additional income off set by the higher than budgeted pay award pressure.

### **Trading Standards & Scientific Services – forecast overspend £0.428m**

Trading Standards & Scientific Services forecasted year end position is an overspend of £0.428m due to budget pressures on closed landfill sites and environmental testing, which are offset by environmental testing additional income. Some of the pressures experienced by the service are recurrent and will need to be addressed with changes made to ensure that the service operates within its agreed budget envelope.



#### 4. Education and Children's Services Directorate

Service Area	Net Budget £m	Net Forecast Outturn £m	Net Forecast Variance £m	Net Forecast Variance %	Q2 Variance £m
Front Door, Assessment & Adolescent Services	11.984	12.732	0.748	6.24%	0.524
Family Safeguarding	12.425	15.724	3.298	26.55%	2.794
CSC: Looked After Children/Leaving Care	112.763	120.501	7.738	6.86%	6.908
Fostering, Adoption Lancashire Blackpool & Residen	36.934	37.681	0.747	2.02%	0.772
Family Safeguarding Project	0.087	0.087	0.000	0.00%	0.000
<b>Total Children's Social Care</b>	<b>174.192</b>	<b>186.724</b>	<b>12.532</b>	<b>7.19%</b>	<b>10.998</b>
Inclusion	9.192	8.369	-0.823	-8.95%	-0.398
Children and Family Wellbeing Service	18.525	16.863	-1.661	-8.97%	-1.661
Cultural Services	11.275	11.504	0.229	2.03%	0.412
Education Improvement 0-11 to 11+-25 (Combined)	5.129	5.979	0.849	16.56%	0.865
<b>Total Education &amp; Skills</b>	<b>44.121</b>	<b>42.716</b>	<b>-1.406</b>	<b>-3.19%</b>	<b>-0.782</b>
Safeguarding, Inspection & Audit	15.015	14.998	-0.017	-0.11%	-0.003
Education & Children's Services Central Costs	-5.901	-5.480	0.422	7.14%	0.422
<b>Total Education and Children's Services</b>	<b>9.114</b>	<b>9.518</b>	<b>0.404</b>	<b>4.44%</b>	<b>0.419</b>
Policy Info & Commission Start Well	1.948	1.967	0.019	0.97%	0.072
<b>Total Policy Commissioning and Children's Health</b>	<b>1.948</b>	<b>1.967</b>	<b>0.019</b>	<b>0.97%</b>	<b>0.072</b>
<b>Total Education Childrens Services</b>	<b>229.376</b>	<b>240.925</b>	<b>11.549</b>	<b>5.04%</b>	<b>10.707</b>

The total net approved budget for Education and Children's Services in 2022/23 is £229.376m. As at the end of November 2022, the service is forecast to overspend by £11.549m.

Overall, forecast overspends are mainly due to increases in placement costs over the last 12 months and, in particular, the number of children placed in agency residential accommodation and increases in the average cost of these placements, and under recovery of income across various services. Whilst these pressures are offset by underspends on staff due to vacancies and non-staff costs across several services, the staff forecast does reflect the recent pay award, which is higher than what was budgeted for, and the reduction in National Insurance from November 2022.

#### **Children's Social Care – Overspend £12.532m**

The largest areas of spend within the Children's Social Care Service are for residential and fostering placements for children in the care and social work teams, with activity



cutting across a number of service areas which are forecast to overspend by c£7.000m.

Agency Fostering spend has reduced over the last two years, but greater savings were anticipated against this budget line due to the fewer number of children entering care. There has been a decrease in the number of children in county council care over the last two years, and on average the number of children entering care has fallen since September 2020 from 2,085 (excluding children with disabilities) to 1,859 in October 2022, a reduction of 226 (c11%) with most of this reduction occurring since January 2021.

Overall, there has not however been a reduction in agency fostering costs due to increases in the average cost per placement, possibly linked in part to inflationary uplifts in contract prices. As well as this, the needs of children entering care have become more complex, resulting in higher cost agency fostering placements or high-cost residential placements being made.

The service is undertaking a range of activity to address placement sufficiency and to ensure more children can be cared for within families wherever possible. Where this is not possible, more children will be placed in local authority owned children's homes. For example, innovative approaches are being explored that would enable the county council to recruit and support more foster carers who could provide homes for children aged 13 plus, who can present some challenges to traditional foster carers. This, along with other mechanisms, could increase inhouse fostering sufficiency and reduce dependency on the agency fostering market and residential settings. Where residential homes are required, the local authority plans to increase its own capacity by 10 beds in the next financial year.

The fall in numbers of children in the county council's care over this period is largely due to the impact of the implementation of Lancashire Family Safeguarding in February 2021 and the pandemic, with a reduction in both referrals and new assessments started over this period. Whilst there was some early delivery of Lancashire Family Safeguarding savings in 2021/22, the number of new entrants aged 0-12 has been above the level required to deliver recurring savings during the early part of 2022/23, and assuming they continue at current levels an under delivery of savings of c£0.600m is expected in 2022/23. Forecast delivery of savings has improved since quarter 2, following a decrease in numbers of children aged 0-12 entering care in the last 2 to 3 months.

The forecast for 2022/23 assumes that costs will continue to increase broadly in line with average monthly increases during the last 3 months, which is lower than the average monthly increase over the last 12 months, suggesting demand increases are slowing down.

The numbers of children entering care who are aged 13 plus has broadly remained consistent and is an area of focus for the service. A project is currently underway that aims to support more families to remain together where children are at risk of exploitation and family breakdown. This would help to reduce the overall number of children entering care and result in further cost avoidance.



The Children with Disabilities Team has recently moved into the Children's Social Care Service area. Agency residential and fostering placements for children with disabilities is forecast to overspend by c£1.100m, offset by underspends of c£100,000 on children with disabilities family support. Spend on agency residential placements has increased in recent years beyond what has been reflected in the budget, with significant increases since March 2021. The forecast includes estimated health contributions of c£1.200m however of this c£600,000 relates to 2021/22. In addition, children with disabilities Direct Payments are forecast to overspend by c£500,000 which reflects an increase in the number of referrals compared to 2021/22.

All of these placements are now subject to the newly introduced approval process that brings Heads of Service together with the Director of Children's Social Care to discuss alternative options for children who may require high cost placements. Where a high cost placement is required, supplier costs are scrutinised and challenged using a nationally recognised care costing tool. Alongside this it is anticipated that two of the new Council run children's homes will meet some of this demand for children with disabilities.

Forecast overspends on social work and other teams including staff related costs of c£3.400m are in part due to the use of agency and managed service staff to fill vacant posts. An updated recruitment and retention strategy is being launched which will bring a minimum of 75 new social workers into the council over the next 12 months. Retention activity aims to reduce turnover by 4%. This would result in a significantly more stable workforce and significantly reduce dependency on the agency market.

The budget for the Children's Social Care Service also covers other allowances, payments and assistance to families which are forecast to overspend by c£700,000, the most significant of which are detailed as follows:

- Regular payments and assistance to families is forecast to overspend by c£1.570m which is a c22% increase on spend in 2021/22. The service will seek to reduce this by accessing universal services more for vulnerable families.
- Leaving Care allowances are forecast to overspend by c£140,000.
- Special Guardianship Orders and Child Arrangement Orders are forecast to underspend by c£500,000, although there has been an increase in spend of c£740,000 compared to 2021/22. Spend on Special Guardianship Orders' continues to increase by c9% per annum, as it has done in previous years.
- Forecast underspends of c£250,000 on Staying Put arrangements are broadly in line with 2021/22.
- Adoption allowances are forecast to underspend by c£220,000, with spend also broadly in line with 2021/22.

## **Education and Skills – Underspend £1.406m**

### **Inclusion - Underspend £0.823m**

Forecast underspends of c£390,000 relate to staff (vacancies) across the service.

The Specialist Teaching Service is forecasting underspends on staffing of c£550,000 due to vacancies across the service. There have been difficulties in recruiting teaching staff to the services as the posts require specialist qualifications, however some



appointments have recently been made. Staffing levels have a direct impact on income, with the forecast including an under recovery of income of c£250,000.

Aids and Adaptations & Community Equipment is forecast to underspend by c£120,000.

### **Children Family and Wellbeing Service – Underspend £1.661m**

Forecast underspends of c£1.380m across the service relate to staff (vacancies) and c£285,000 to operational costs.

The county council will receive additional Supporting Families funding in 2022/23 of c£1.500m which is being used to recruit additional fixed term staff within the service and in the Inclusion Service. They will provide targeted support and improve the outcomes for children and young people within communities following the pandemic, in particular for families experiencing domestic abuse and to meet emotional health/school readiness priorities.

The service is working systematically to fill both the current vacancies and the additional fixed term temporary posts. Vacancies were c16% at the end of 2020/21, c18% at the end of 2021/22 and are c5% at the end of October 2022, with recruitment activity continuing. The service expects vacancies to reduce over the coming months following the success of recent recruitment activity (subject to the criteria introduced to recruit to vacancies across the county council).

### **Cultural Services – Overspend £0.229m**

Forecast overspends of c£60,000 relate to staffing and are mainly due to the higher than budgeted pay award and c£250,000 to under recovery of income across the service, offset by underspends on non-staff costs of c£85,000.

The grade mix of staff across Cultural Services has resulted in a higher percentage pay award for more staff in this service area, and therefore a greater pressure on the staffing budget compared to some other service areas.

### **Education Improvement - Overspend £0.849m**

Forecast overspends of c£1.730m relate to under recovery of income across the service. This is due to some schools opting out of the advisory service offer and ongoing pressures on some income generating services including Governor Services and the Professional Development Service, with pressures on school budgets affecting buy-back of services.

The above overspends are partly offset by forecast underspends on staff costs of c£685,000 and on non-staff costs of c£200,000. A review of the service is currently being undertaken in light of the reduction of the number of schools currently buying into the service and competition from other organisations.

The service is looking at what savings can be made through a restructure. This will align the service to the current market and school needs rather than previous needs. The service is also looking at expanding into other markets such as traded Attendance Support and marketing advisor support to schools beyond Lancashire in the next financial year.



## **Education and Children's Services – Overspend £0.404m**

### **Education and Children's Services Central Costs – Overspend £0.422m**

Forecast overspends relate to a loss of c£920,000 (c50%) of the School Monitoring & Brokering grant received from the Department for Education offset by forecast underspends on Premature Retirement Costs of c£500,000 which assumes a similar level of spend to that in 2021/22.

Further work is taking place to review the central costs.



## 5. Growth, Environment and Transport Directorate

Service Area	Net Budget	Net Forecast Outturn	Net Forecast Variance	Net Forecast Variance	Q2 Variance
	£m	£m	£m	%	£m
Waste Management	71.720	70.337	-1.383	-1.93%	-0.479
Highways	16.476	13.465	-3.011	-18.28%	-1.179
Public & Integrated Transport	57.945	57.605	-0.340	-0.59%	-0.577
Design and Construction	-2.419	0.132	2.552	-	3.022
Customer Access	3.085	3.393	0.308	9.99%	0.421
<b>Total Highways and Transport</b>	<b>146.806</b>	<b>144.933</b>	<b>-1.873</b>	<b>-1.28%</b>	<b>1.209</b>
Business Growth	0.733	1.413	0.680	92.83%	0.543
Strategic Development	6.910	6.094	-0.817	-11.82%	-0.700
LEP Coordination	0.090	0.089	0.000	-0.11%	0.000
Estates	0.529	0.423	-0.107	-20.14%	-0.088
<b>Total Growth &amp; Regeneration</b>	<b>8.262</b>	<b>8.019</b>	<b>-0.243</b>	<b>-2.94%</b>	<b>-0.245</b>
Planning and Environment	3.420	3.413	-0.007	-0.20%	-0.169
<b>Total Environment &amp; Planning</b>	<b>3.420</b>	<b>3.413</b>	<b>-0.007</b>	<b>-0.20%</b>	<b>-0.169</b>
<b>Total Growth, Environment and Transport</b>	<b>158.488</b>	<b>156.365</b>	<b>-2.123</b>	<b>-1.34%</b>	<b>0.795</b>

### **Overall Position – Forecast underspend £2.123m**

The annual budget for Growth, Environmental and Transport Directorate is £158.488m, the forecast position for 2022/23 as at Quarter 3 is an underspend of £2.123m.

### **Highways and Transport - Forecast underspend £1.873m**

The total net approved budget for Highways and Transport in 2022/23 is £146.806m. As at the end of Quarter 3, the service is forecast to underspend by £1.873m.

### **Waste Management – Forecast underspend £1.383m**

The service is currently forecast to overachieve income projections from recyclable materials by as much as £1.700m. Prices are volatile and whilst they remain significantly higher than budgeted for in 2021/22, it was uncertain whether they would remain at the same level. Consequently, the medium term financial strategy was not adjusted to reflect continued high prices in 2022/23. Whilst the market has seen some recent reductions in paper and card prices these have not dropped as much as expected at Quarter 2, therefore the position has improved by c£750,000.

The cost of waste disposal is forecast to underspend by c£100,000. There are a variety of largely offsetting variances within waste disposal, the most significant change from Quarter 2 relates to issues with the waste drying process to remove moisture and achieve 'mass loss' prior to disposal.





The level of mass loss seen in recent months is much reduced and amounts to a reduction of c8,000 tonnes compared to budget which in monetary terms is an additional c£1.000m of waste disposal costs. The intention is to replace equipment used in the process, that appears to be impacting on moisture removal, however, there is a lead time for replacement equipment, and it is currently expected that replacement will take place towards the end of this financial year or in early 2023/24. The other main factors effecting waste disposal costs remain.

As detailed in previous reports there are reductions in the amounts of waste requiring disposal. This reduction has continued throughout 2022/23 so the current forecast now assumes tonnages will continue to be lower than in 2021/22 for the remainder of the year. This equates to an estimated 18,000 tonnes lower than was assumed when the budget was set. The potential benefits of waste being diverted from landfill (to refuse derived fuel ('RDF')) continue to be partly offset by the refuse derived fuel costs being higher than originally assumed in the budget and also because minimum tonnages are built into the landfill contract, meaning the county council is still liable to pay the landfill gate fee. This is currently forecast to equate to for approximately 9,000 tonnes of waste.

Further forecast overspends of c£600,000 at the household waste recycling centres mostly relate to increased maintenance requirements. Maintenance requirements at each site have been reviewed and the additional work required includes maintenance of skips, bottle banks and cabins and renewal of signs and road markings to ensure sites operate safely.

There are a number of other smaller offsetting variances across the service including overspends on the waste company operating costs due to increases in utility prices offset by underspends on green waste and legal costs.

### **Highways – Forecast Underspend £3.011m**

A review undertaken shows a large forecast under recovery of income on parking and bus lane enforcement. Options to increase pay and display charging in high volume areas continue to be explored as a previously agreed saving is still to be delivered. The bus lane enforcement income shortfall is due to fewer people contravening bus lanes thereby triggering a fine, as the bus lane restrictions have now been in place for a longer amount of time and awareness has increased. However, this is more than offset by expected over recovery of income from both utility companies and housing developers, with increased levels of income being one of the main reasons for the improved position compared to Quarter 2.

Further underspends of c£700,000 relate to overhead charges for capital works. These charges are based on the value of work delivered, which in 2022/23 is expected to be greater than assumed when the budget was set.

These income streams are demand led and will be kept under review for the remainder of the year. The remainder of the forecast underspend predominantly relates to staffing. Whilst the forecast reflects the higher than budgeted pay award, this is more than offset by underspends across the service. However, some of this may be non-recurrent as it is due to difficulties in recruiting staff following a restructure.



There are a number of other largely offsetting smaller variances across the service the most significant of which are forecast underspends relating to public realm agreements offset by overspends relating to traffic signals maintenance.

### **Public and Integrated Transport – Forecast underspend £0.340m**

There are several uncertainties within the service, the most significant being within home to school transport where c£1.800m of reprofiled savings are budgeted to be delivered in 2022/23 and increased fuel costs have impacted on the cost of taxi and school bus contracts. Increased costs are forecast to be c£2.500m however a provision was made at the end of 2021/22 to cover the risk of increasing fuel prices, and as such no significant variance is currently reported. The exception to this is for the impact of the increase in the foundation living wage from November which is forecast to result in additional costs of c£200,000 for drivers and passenger assistants.

A further area of uncertainty is concessionary travel passenger numbers. Throughout the pandemic concessionary passenger numbers fell significantly and have been slower to increase than fare paying passenger numbers. Based on data so far in 2022/23 concessionary passengers are 80%-85% of numbers before the pandemic. In the past 2 years the county council reimbursed operators based on pre-pandemic passenger numbers. Government advice has been subject to change in this area, but the latest guidance suggests either continuing to pay at pre-pandemic levels or tapering down support, but that if support is reduced the saving is used to fund additional bus services. The forecast is based on continuing to reimburse operators at pre-pandemic levels for the first 4 months of the financial year, dropping to 90% (or on actuals if they grow to more than 90%) for the remainder of the year. The impact of this is a revenue underspend of c£1.500m and a transfer to reserves of c£1.000m to fund future spend on additional bus services.

Fleet services is forecast to overspend by c£600,000 predominantly due to reduced income. Other factors impacting the service include a reduction in values of external work expected and an accounting change, whereby any receipts for vehicle sales over £10,000 are reported as capital receipts, in line with accounting rules, whereas previously they were treated as revenue receipts in the Fleet Services budget. The latter is expected to result in overspends of c£200,000 and has been adjusted for in the medium term financial strategy at Quarter 1.

Bus stations are expected to overspend by c£400,000 due to departure charges not increasing in 2022/23 (and in previous years), although the impact of this could be mitigated by increases in numbers of departures and will be monitored throughout the year.

### **Design and Construction – Forecast overspend £2.552m**

Design and Construction property is forecast to overspend by c£2.200m of which c£790,000 relates to a review of costs previously recharged to the capital programme with the impact of the reduction in the recharge being reflected in the medium-term financial strategy at Quarter 1. In the main the overspend relates to the receipt of less income than budgeted. This is mainly due to the mix of projects the service has been commissioned to deliver and will be kept under review, with the potential for the forecast to improve dependent upon the work received.



### **Customer Access – Forecast overspend £0.308m**

The forecast overspend is due to the service being unable to make the full staffing reductions required in line with budget reductions. An overspend on staffing has been required in order to deliver an acceptable level of service during 2022/23. Technical solutions are being explored in order to generate efficiencies and enable the service to be delivered at the lowest possible cost, whilst retaining satisfactory service levels for customers. Longer term the service levels themselves may also need to be reviewed.

### **Growth and Regeneration – Forecast underspend of £0.243m**

An overspend is forecast on Business Growth due to non-delivery of savings that were targeting generating additional income from the Lancashire County Developments Limited business parks and securing increased contributions from unitary and district council partners. These savings are £700,000 in 2022/23 and the forecast shows that efforts are being made to mitigate some of the non-delivery of savings, with action taken across other areas of the service to reduce expenditure to ensure a breakeven position is achieved.

### **Environment and Planning – Forecast underspend of £0.007m**

Overall, there is no significant variance however there are staffing underspends across the service offset by operational overspends on countryside and public rights of way.

Several vacant posts will be recruited to soon to help with project delivery following the County Council's recent success in securing large capital grants for active travel and public transport schemes. New ways of managing the operational overspends on countryside and public rights of way are therefore under consideration.



## 6. Resources Directorate

Service Area	Net Budget	Net Forecast Outturn	Net Forecast Variance	Net Forecast Variance	Q2 Variance
	£m	£m	£m	%	£m
Corporate Budgets (Pensions & Apprenticeship Levy)	11.599	12.557	0.958	8.26%	0.944
Corporate Budgets (Treasury Management)	30.184	30.184	0.000	0.00%	0.000
Resources	0.570	0.572	0.002	0.29%	0.025
<b>Total Resources</b>	<b>42.353</b>	<b>43.313</b>	<b>0.960</b>	<b>2.27%</b>	<b>0.969</b>
Lancashire Pension Fund	-0.004	-0.004	0.000	0.00%	-0.001
Exchequer Services	4.319	4.289	-0.030	-0.69%	-0.151
Financial Management (Development and Schools)	0.026	0.138	0.112	427.85%	0.118
Financial Management (Operational)	1.754	1.751	-0.003	-0.17%	0.001
Corporate Finance	8.405	8.177	-0.228	-2.71%	-0.234
Payroll Services	1.057	1.076	0.020	1.88%	0.020
Procurement	2.275	2.360	0.085	3.74%	0.022
Internal Audit	0.827	0.860	0.033	4.05%	0.038
<b>Total Finance Services</b>	<b>18.658</b>	<b>18.648</b>	<b>-0.011</b>	<b>-0.06%</b>	<b>-0.187</b>
Service Assurance	21.214	20.709	-0.504	-2.38%	-0.603
Digital Business Engagement	2.282	2.101	-0.181	-7.94%	-0.259
Design & Implement	5.446	5.317	-0.128	-2.35%	0.010
Operate	3.748	3.439	-0.309	-8.24%	-0.034
Architecture	1.111	1.000	-0.112	-10.05%	-0.154
Data	0.000	0.000	0.000	#DIV/0!	0.000
<b>Total Digital Service</b>	<b>33.801</b>	<b>32.567</b>	<b>-1.234</b>	<b>-3.65%</b>	<b>-1.042</b>
Corporate Strategy and Policy	0.000	0.000	0.000	#DIV/0!	0.000
Facilities Management	23.041	24.640	1.599	6.94%	1.514
Asset Management	9.164	8.711	-0.453	-4.94%	-0.537
Business Intelligence	1.502	1.468	-0.034	-2.27%	-0.016
<b>Total Strategy and Performance</b>	<b>33.707</b>	<b>34.818</b>	<b>1.112</b>	<b>3.30%</b>	<b>0.960</b>
Coroner's Service	2.458	2.553	0.094	3.84%	0.127
Legal and Governance Services	15.664	16.163	0.499	3.19%	0.388
Registration Service	-0.193	0.260	0.453	234.85%	-0.205
<b>Total Corporate Services</b>	<b>17.929</b>	<b>18.976</b>	<b>1.047</b>	<b>5.84%</b>	<b>0.310</b>
Programme Office	1.222	1.108	-0.114	-9.30%	-0.114
Organisational Development	0.700	0.711	0.012	1.68%	0.012
<b>Total Organisational Development and Change</b>	<b>1.921</b>	<b>1.820</b>	<b>-0.102</b>	<b>-5.30%</b>	<b>-0.102</b>
Human Resources	2.439	2.187	-0.252	-10.33%	-0.231
Skills Learning & Development	3.000	2.999	-0.001	-0.04%	-0.001
<b>Total People Services</b>	<b>5.439</b>	<b>5.186</b>	<b>-0.253</b>	<b>-4.65%</b>	<b>-0.232</b>
Communications	1.340	1.116	-0.224	-16.75%	-0.205
<b>Total Communications</b>	<b>1.340</b>	<b>1.116</b>	<b>-0.224</b>	<b>-16.75%</b>	<b>-0.205</b>
<b>Total Resources</b>	<b>155.149</b>	<b>156.443</b>	<b>1.294</b>	<b>0.83%</b>	<b>0.471</b>



The budget for Resources Directorate is £155.149m, the current forecast position is an overspend of £1.294m, which is an increase in the overspend of c£0.5m compared to Quarter 2.

### **Resources – Forecast overspend £0.960m**

As part of the Quarter 3 budget monitoring, corporate budgets relating to Treasury Management, Pensions and Apprenticeship Levy have been moved from Chief Executive Services to the Resources Directorate.

The overspend is due to an amount owing (£2.9m) in this financial year that relates to the pension prepayment for 2021/22. Whilst the county council is making a saving as a result of the prepayment, the amount owed to the pension fund is because the prepayment was based on a lower estimated contribution level than actually needed with a top-up payment therefore being required.

The pressure noted above is offset by an underspend of c£2m on inherited pensions liabilities which are charged directly to the county council and not to the pension fund.

### **Finance Services – Forecast underspend £0.011m**

There are both underspends and overspends across most services within Finance, however most variances are below £0.100m. Further details of the variances for those greater than £0.100m are shown below:

#### **Financial Management (Development and Schools) – Forecast overspend £0.112m**

The forecast overspend largely relates to staff costs.

#### **Corporate Finance – Forecast underspend of £0.228m**

The forecast underspend largely relates to staff costs.

#### **Digital Services – Forecast underspend £1.234m**

Forecast underspends of c£1.100m relate to staff costs and vacant posts offset by c£400,000 to cover the cost of contractors and commissioning work from external providers/consultants with the service continuing to experience difficulties recruiting to staff. The forecast underspend is also further offset by under recovery of income of c£200,000 due to fewer requests for chargeable one-off change projects as opposed to business-as-usual work.

Forecast underspends of c£400,000 relate to renewals (payments to third party suppliers for maintenance, support and licences), which is anticipated to be non-recurring. The cost of Microsoft 365 will increase in 2023/24 following the rollout of further phases. Due to strong performance by Digital Supplier Management keeping renewal costs down, the full inflation included in the budget for 2022/23 was not needed and will be removed in the medium-term financial strategy from 2023/24.

Forecast underspends of c£100,000 relate to Education Services (trading activity with schools) with under recovery of budgeted income offset by underspends on expenditure of which c£300,000 for a rates rebate following a site revaluation, is non-recurring. Forecast underspends of c£200,000 relate to various other non-staff spend across Digital Services. The forecast assumes c£1.700m of reserves will be used for



ICT refresh most of which relates to infrastructure refresh and c£300,000 of reserves will be used for the update or re-procurement of the Liquid Logic (social care) system in 2022/23. Final payments on the low code platform and the IT Business Management implementation costs could see the underspend reduced by a further £360,000.

### **Strategy and Performance – Forecast overspend £1.112m**

#### **Asset Management – Forecast Underspend £0.453m**

This underspend relates to staffing as the service has a number of vacant posts that it is trying to recruit to.

An area of pressure within these services is related to street lighting energy, the revised price for energy will be known in October and is expected to increase by 66%, resulting in overspends of c£800,000. However, a provision has been made at the end of 2021/22 to cover these additional costs so no variance to budget is reported in the forecast.

#### **Facilities Management – Forecast Overspend £1.599m**

The areas where there will likely be variation to budget in 2022/23 are the same as 2021/22, namely school catering, staff and civic catering and premises running costs including repairs and maintenance.

The most significant variance is school catering which is forecast to overspend by £1.154m predominantly due to additional staffing costs to reflect the current pay offer and increase to Foundation Living Wage and a smaller amount relating to food price inflation. The forecast reflects the trading position for the end of 2021/22 academic year and an estimate for expected trade in the 2022/23 academic year up to March. The service is actively looking at menus and food served in schools to try to minimise the impacts of rising food and staffing costs.

Staff and civic catering is forecast to overspend by £120,000 due to lower sales as a result of a significant number of staff continuing to predominantly work from home. Footfall has increased in recent months and the financial position has improved compared to previous forecasts.

Premises running costs including repairs and maintenance shows an overall forecast overspend of c£900,000, however £700,000 of that relates to the costs of electricity and gas where a provision was made at the end of 2021/22 to cover price increases, so the variance to budget is £196,000. The main reason for the overspend to budget is due to higher spend on repairs and maintenance as buildings had significantly less spent on them during the pandemic and now more faults are being identified.

### **Corporate Services – Forecast overspend £1.047m**

#### **Coroners Service – Forecast overspend £0.094m**

An overspend is forecast on staff costs due to the pay award (Coroners have their own Joint Negotiating Committee for Coroners that determine their pay award), in addition to those staff impacted by the pay award for those staff covered by the National Joint Council.



There are overspends forecast of c£0.073m on supplies and services due to higher contract prices which the service, through efficiencies, has previously been able to cover. However, this option will no longer be viable going forward. There is also an anticipated increased cost of post-mortems and their associated costs due to the training of new coroner officers.

The overspends above are offset by additional income achieved by the service.

### **Legal and Governance Service – Forecast Overspend £0.499m**

Legal and Governance is forecast to overspend by £0.499m at Quarter 3. This is comprised of a number of variances, the largest being a forecast overspend on staffing predominantly due to the pay award and agency costs, offset by vacancies.

A forecast overspend is reported across members allowances, however this increase has been included in the budget for 2023/24. An underspend is forecast on legal fees of c£0.349m based on profiling of cases to date with an offsetting pressure of c£0.321m income, mainly in relation to litigation fees.

### **Registrars – Forecast Overspend £0.453m**

The Registrars Service is forecast to overspend by £0.453m. There is a pressure across the staffing budget due to the higher than budgeted pay award. In addition, a pressure is reported across income budgets due to additional information in relation to income being provided by the service in East Lancashire. This has meant that income that relates to future years has been removed to reflect the change in policy in November 2019.

### **Organisational Development and Change – Forecast underspend £0.102m**

The forecast underspend largely relates to staff costs.

### **People Services – Forecast underspend £0.253m**

The forecast underspends relate to staff costs and income.

### **Communications Service – Forecast underspend £0.224m**

The forecast underspend largely relates to staff costs.



## 7. Chief Executive Services

Service Area	Net Budget	Net Forecast Outturn	Net Forecast Variance	Net Forecast Variance	Q2 Variance
	£m	£m	£m	%	£m
Chief Executive	2.303	1.247	-1.056	-45.85%	-0.934
Corporate Budgets (Funding and Grants)	-18.447	-18.447	0.000	0.00%	0.000
<b>Total Chief Executive Services</b>	<b>-16.143</b>	<b>-17.199</b>	<b>-1.056</b>	<b>-6.54%</b>	<b>-0.934</b>

The budget for Chief Executive Services is -£16.143m, the current forecast position is an underspend of £1.056m.

### **Chief Executive Services – Forecast underspend of £1.056m**

An underspend is forecast across the Chief Executive Services strategic budget of c£1.1m.





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## 1. Executive summary

At Full Council in February 2022 the updated medium term financial strategy set out a forecast aggregated funding gap of £30.548m in 2023/24 and £41.349m by the end of the 3-year period (2022/23 – 2024/25). This reflected the ongoing and unprecedented uncertainty in relation to future local government funding and the financial impact of the COVID-19 pandemic.

The position was updated in a report to Cabinet in September which covered the financial years 2023/24 – 2026/27. The forecast funding gap for 2023/24 had increased to £87.054m, with an updated aggregated funding gap of £159.678m by 2026/27 which was an increase of £118.329m from the previously reported position in February for 2024/25. The movement was caused by a number of factors including rising levels of inflation, a higher than anticipated proposed national pay award and increasing demand for children's and adult services. The forecast period was also extended by two financial years. The significant increase in the funding gap was due largely to economic factors outside the Council's control and common to local government as a whole.

Earlier in the financial year, to address the structural financial deficit significant work was undertaken by Directorates to identify financial savings and efficiencies. This resulted in a report to Cabinet in November, which included savings proposals, strategic targets, and additional income which reduced the financial gap in 2023/24 to c£20m and £41m by 2026/27.

The Provisional Settlement contained detailed figures for additional social care funding and provided confirmation of the ability to increase council tax by 4.99% in 2023/24 and 2024/25 which includes a ringfenced 2% adult social care precept. Some information was provided as to what it is expected that the additional funding would be spent on, with more detail in due course.

Whilst the Provisional Settlement aims to provide some certainty to councils over the next 2 years, this mainly relates to the confirmation of flexibility in the level of council tax increase rather than confirmation of grant values in 2024/25. In addition, there remains great uncertainty with regard to both the financial position and particularly funding levels from 2025/26 onwards, with some professional bodies referring to 2025/26 as a "cliff edge" for councils with uncertainty with regard to the levels of funding for this year onwards. The medium term financial strategy at Quarter 3 makes the assumption that those grants provided in 2023/24 will continue over the lifetime of the strategy, whether that be as a specific grant or as part of a new funding formula.

Following further analysis of the Provisional Settlement and resulting forecast financial gap, and consultation with Cabinet, a further update to the medium term financial strategy has been prepared using the Quarter 3 position. The forecast funding gap for 2023/24 is £9.501m, with an updated aggregated funding gap contained within the report of £23.286m by 2026/27 which is an increase of £7.760m from the previously reported medium term financial strategy position in January. The increase to the financial gap predominantly relates to a revision to the proposed council tax level for 2023/24 and some areas of required investment, offset by funding from capital receipts being included to support the 2023/24 budget.



The value of the uncommitted transitional reserve is currently forecast to be sufficient to meet the forecast funding gap for the lifetime of the medium-term financial strategy. However, by identifying further savings and/or delivering savings earlier than currently planned the county council would seek to address the financial gap sooner and ensure reserves are maintained for further service transformation and improvement.

The table below provides a detailed analysis of movements between the previously reported financial gap and the revised financial gap:

**Table 1 – Cumulative Medium Term Financial Strategy**

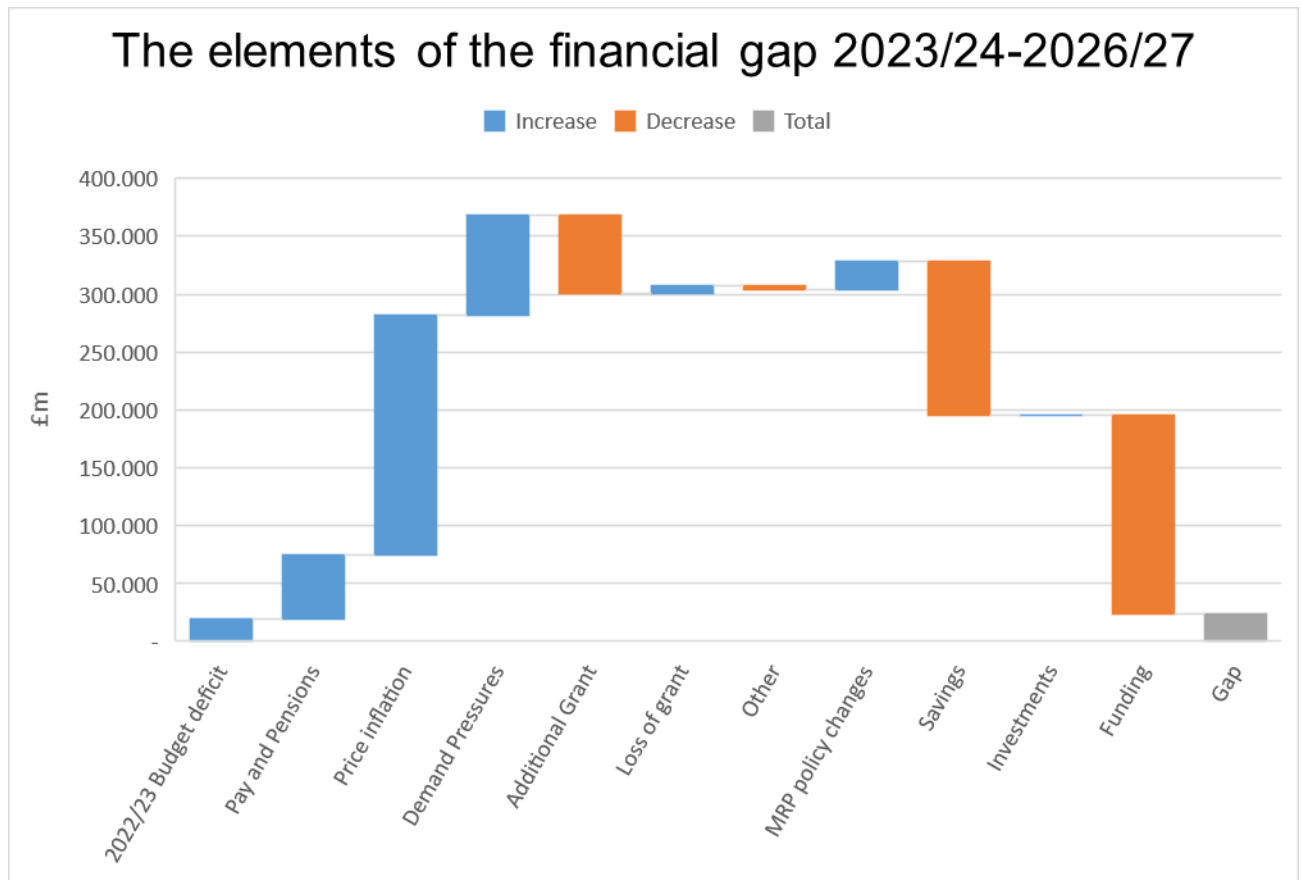
	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m
<b>Baseline expenditure</b>	967	1,045	1,082	1,094
Pay	26	12	8	8
Price	83	39	49	36
Demand	43	16	14	14
Additional Grant	-16	-10	-41	0
Loss of Grant	7	0	0	0
Savings	-75	-25	-22	-11
Capital financing	19	5	4	0
Other	-9	0	0	0
<b>Budget requirement</b>	<b>1,045</b>	<b>1,082</b>	<b>1,094</b>	<b>1,143</b>
Funding	1,036	1,090	1,083	1,120
<b>Budget Gap – Quarter 3</b>	<b>10</b>	<b>-8</b>	<b>11</b>	<b>23</b>

**Table 2 – Quarter 2 Adjustments to Medium Term Financial Strategy**

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m
<b>Spending Gap as reported January Cabinet</b>	<b>7.736</b>	<b>-15.122</b>	<b>3.527</b>	<b>15.526</b>
Service Demand and Volume Pressures	0.956	0.956	0.956	0.956
Funding	0.809	6.203	6.496	6.804
<b>Forecast Budget Gap – Quarter 3 (updated)</b>	<b>9.501</b>	<b>-7.963</b>	<b>10.979</b>	<b>23.286</b>



The graph below demonstrates the drivers that make up the changes in the financial deficit of £18.844m carried forward from 2022/23 to the cumulative position of £23.286m in the financial year 2026/27 shown in the table above:



## 2. Funding

As part of the Provisional Settlement, the government announced that details were provided for the next two years. Whilst this is the case for the additional flexibility on Council Tax increases, there was very little in terms of specific grant allocations for 2024/25, although estimates can be made of allocations using the same distribution formula being applied to funding streams in 2023/24. The key assumptions are outlined below:

- Council tax increases of 3.99% have been applied to 2023/24 and an increase of 4.99% in 2024/25. In 2025/26 onwards it has been assumed that the maximum level of council tax increase will be 2.99% with 1.99% normal increase and 1% adult social care precept. This is shown in the table below:

	Council tax increase (no referendum required)	Adult social care precept	Total council tax increase
2023/24	1.99%	2.00%	3.99%
2024/25	2.99%	2.00%	4.99%
2025/26	1.99%	1.00%	2.99%
2026/27	1.99%	1.00%	2.99%

This is an updated position for 2023/24 in comparison to the Quarter 3 medium term financial strategy presented to Cabinet in January. This change has been made in consultation with Cabinet, following a review of the improved financial position following the Provisional Settlement, and also in recognition of the general cost-of-living pressures that residents are experiencing currently.

- A 1.7% increase in council tax base has been assumed for each of the 4 years in the strategy.
- Council tax collection fund position is assumed to return to surplus in 2023/24, with a £5m surplus built into each year of the strategy.
- Business Rates Funding increased by the Consumer Price Index following Provisional Settlement with the increase shared across the top up grant and section 31 compensation grants. It is assumed that this increase in funding is recurrent.
- Assumption that the new model for business rates is implemented in 2025/26, but currently assuming the impact is cost neutral, however this does include 0.5% growth in all future years.
- Revenue support grant increased at Quarter 3 due to Consumer Price Index in the Provisional Settlement. It is assumed this will continue for the duration of this strategy with further inflationary increases applied in future years.
- Social care grant will continue for the duration of this strategy, including additional grant announced as part of Spending Review 2021 and the 2022/23 final settlement.
- Additional grants received for Social Care, including repurposed Adult Social Care reforms funding and new monies to support various aspects of Adults Social Care such as discharges and working with providers. Whilst additional



funding is shown in the table below, there are offsetting costs included within the expenditure side of the medium-term financial strategy. It has been assumed that these grants are recurrent.

- Services Grant – reduction of c£5m in the Provisional Settlement. It has been assumed that this grant continues over the remainder of the strategy at the reduced level.
- Capital Receipts of £5m to be included in 2023/24 in line with the permissible flexibilities regarding their using in supporting revenue expenditure.

Table 3 reflects the updated funding position.

**Table 3**

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m
Revenue Support Grant	38.206	40.881	41.944	42.783
Business Rates	232.789	235.476	238.953	242.498
Council Tax	604.077	645.002	675.581	707.609
New Homes Bonus	1.482	0.782	0.000	0.000
Improved Better Care Fund	47.145	47.145	47.145	47.145
Social Care Support Grant	94.579	108.656	67.323	67.323
Collection Fund	5.000	5.000	5.000	5.000
Capital Receipts	5.000	0.000	0.000	0.000
Services Grant	7.360	7.360	7.360	7.360
<b>Total</b>	<b>1035.638</b>	<b>1090.302</b>	<b>1083.306</b>	<b>1119.718</b>
<b>Quarter 3 (January Cabinet) Funding Forecast</b>	<b>1036.447</b>	<b>1096.505</b>	<b>1089.802</b>	<b>1126.522</b>
<b>Variance</b>	<b>-0.809</b>	<b>-6.203</b>	<b>-6.496</b>	<b>-6.804</b>

## 2.1 Additional Funding Information

### ***Council tax***

As noted above, assumptions have been made in the medium term financial strategy that take advantage of some the additional level of council tax that the county council has the ability to raise following the Provisional Settlement. It is assumed within the core spending power calculation undertaken by the Department for Levelling Up, Housing and Communities that councils will raise council tax by the maximum percentage permissible. However, the level of increase in council tax included as part of the budget for a financial year is ultimately a decision for Full Council to make each year when setting the budget. Any decisions not to increase council tax in line with the assumptions above would increase the financial gap; every 1% in council tax yields circa £6m.



The calculation of the council tax base position is particularly challenging as district councils need to assess the number of properties that can be taxed, the collection rate and the council tax support schemes that they offer. The county council has very limited information about the tax base position looking forward and so has assumed, based on historical average increases, that tax base will increase by 1.7% per annum.

### ***Business Rates***

Business rates income is a significant portion of funding to local authorities. The baseline is an assessment of the business rate income required to meet service needs. For the county council, the amount it is anticipated will be received from the business rates collected in the area is less than the assessed need and therefore a top up grant is received. A small amount of growth continues to be built into the medium term financial strategy for the county council's local share at 0.5%.

As a result of the impact of COVID-19, the national review of business rates has been delayed and as part of the provisional settlement 2023/24 rates will effectively be a 'rollover' of 2022/23 – a continuation of the 50% scheme, with the 75% scheme unlikely to be in place before 2025/26.

The Provisional Settlement confirmed that business rates would be uplifted by the Consumer Price Index to reflect current inflation levels. This is applied across the top up grant and section 31 compensatory grants.

### ***New Homes Bonus***

The New Homes Bonus grant has been under review by the government for several years and consultations have taken place. The grant formally included legacy payments over 4 years, but these have previously been removed and the grant has gradually reduced. In the Provisional Settlement for 2023/24 the total national funding for this grant had reduced further, with the amount of funding provided to the county council being £1.482m.

As the future of this grant looks increasingly uncertain, as part of the medium-term financial strategy at Quarter 3 the grant was further reduced in 2024/25 and an assumption made that New Homes Bonus would no longer exist from 2025/26.

### ***Services Grant***

This grant was an additional grant provided in 2022/23, but it had been assumed that this would be recurrent. Included in the grant was funding to cover additional costs of employer's national insurance contributions following a change in policy. However, as this decision has been reversed, the Autumn Statement indicated that the grant would be reduced to reflect that there were no longer the additional costs.

### ***Social Care Grant***

In 2022/23, a social care grant of £57.095m was allocated to the county council. The Provisional Settlement has confirmed that this amount will be provided again, although no inflation will be applied.

As part of the settlement, funding for the Independent Living Fund of £5.5m has been included within the social care grant, which is the same value as the 2022/23 grant.





This is a change in presentation of the grant, as previously it was accounted for as a service grant.

The final element of the Social Care Grant for 2023/24 relates to repurposed social care reforms funding. In the Autumn Statement it was announced that social care reforms were delayed for two years, but the funding would still be paid to councils. The Provisional Settlement also includes some funding that acts as an equalisation to reflect different councils' ability to generate differing levels of income through the adult social care precept. This resulted in additional grant of c£32m reflected in the medium term financial strategy at Quarter 3, although there are offsetting costs contained within the expenditure sections of the medium term financial strategy.

### ***Capital Receipts***

In April 2016, the government introduced the flexibility for capital receipts to be used to fund revenue expenditure that is designed to generate ongoing revenue savings or service improvements. This flexibility is currently available until 2024/25 following a further extension announcement. In this updated version of the Quarter 3 medium term financial strategy, £5m of capital receipts have been reintroduced to support the financial gap in 2023/24.



### 3. Net budget requirement

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

This section focuses on the areas where updates have been included as part of this iteration of the medium term financial strategy.

#### 3.1 Demand pressures

As part of the updated Quarter 3 medium term financial strategy, additional investment has been included in specific service areas.

- Digital Services – Investment in our managed security operations to ensure the appropriate protection of LCC's systems - £0.756m
- Planning and Environment – Investment to resource an expanding programme of Sustainable Travel delivery in Lancashire - £0.200m

These investments are included within the "other services" section of Table 4 below.

**Table 4**

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m	Total £m
Adults Services	24.452	11.320	11.320	11.850	<b>58.942</b>
Children's Services	16.494	4.210	1.507	1.558	<b>23.769</b>
Waste Services	-0.890	0.000	0.000	0.000	<b>-0.890</b>
Transport Services	1.173	0.489	0.552	0.620	<b>2.834</b>
Other Services	2.174	0.133	0.135	0.137	<b>2.579</b>
<b>Revised demand requirements</b>	<b>43.403</b>	<b>16.152</b>	<b>13.514</b>	<b>14.165</b>	<b>87.234</b>
<b>January Cabinet</b>	<b>42.447</b>	<b>16.152</b>	<b>13.514</b>	<b>14.165</b>	<b>86.278</b>
<b>Variance</b>	<b>0.956</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.956</b>



## 4. Reserves

**Table 5**

Reserve Name	Opening balance 2022/23	2022/23 Expenditure	2022/23 Closing Balance	2023/24 Forecast Exp	2024/25 Forecast Exp	2025/26 Forecast Exp	Forecast closing balance 31 March 2026
	£m	£m	£m	£m	£m	£m	£m
County Fund	-23.437	0.000	-23.437	0.000	0.000	0.000	-23.437
<b>SUB TOTAL - COUNTY FUND</b>	<b>-23.437</b>	<b>0.000</b>	<b>-23.437</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>-23.437</b>
Strategic Investment Reserve	-4.192	0.244	-3.948	0.473	0.047	0.000	-3.428
COVID-19 Reserve	-11.048	5.145	-5.903	2.185	0.626	0.913	-2.179
Downsizing Reserve	-5.454	1.410	-4.044	2.022	2.022	0.000	0.000
Risk Management Reserve	-4.276	1.128	-3.148	-2.454	0.145	0.000	-5.457
Transitional Reserve	-215.777	27.244	-188.533	7.249	3.333	0.000	-177.951
Business Rates Volatility Reserve	-5.000	0.000	-5.000	0.000	0.000	0.000	-5.000
Service Reserves	-108.745	39.078	-69.667	25.682	16.292	8.428	-19.265
Treasury Management Valuation Reserve	-36.317	0.000	-36.317	0.000	0.000	0.000	-36.317
<b>SUB TOTAL - LCC RESERVES</b>	<b>-390.809</b>	<b>74.249</b>	<b>-316.560</b>	<b>35.157</b>	<b>22.465</b>	<b>9.341</b>	<b>-249.597</b>
Non-LCC Service Reserves	-17.065	0.314	-16.751	3.256	0.551	0.149	-12.795
<b>SUB TOTAL - NON LCC RESERVES</b>	<b>-17.065</b>	<b>0.314</b>	<b>-16.751</b>	<b>3.256</b>	<b>0.551</b>	<b>0.149</b>	<b>-12.795</b>
<b>GRAND TOTAL</b>	<b>-431.311</b>	<b>74.563</b>	<b>-356.748</b>	<b>38.413</b>	<b>23.016</b>	<b>9.490</b>	<b>-285.829</b>

The County Fund shown at the top of Table 5 is the balance set aside to cover the authority against a serious emergency situation (e.g., widespread flooding); a critical and unexpected loss of income to the authority and for general cash flow purposes. In



considering these various factors the county council is forecast to maintain its County Fund balance at £23.437m, equating to circa 2.5% of net budget.

The value of the uncommitted transitional reserve is currently forecast to be £188.533m by the end of March 2023 but this will also be impacted directly by the value of any final over or underspend for the current financial year.

In 2023/24, an additional commitment has been included of c£2.2m to provide match funding for the UK Shared Prosperity Fund programme, which will link with businesses and the already established Boost programme.

The value of the uncommitted transitional reserve is currently forecast to be sufficient to meet the forecast funding gap for the lifetime of the medium term financial strategy, as shown in Table 6. However, by identifying further savings and/or delivering savings earlier than currently planned the county council would seek to address the financial gap sooner and ensure reserves are maintained for further service transformation and improvement.

**Table 6**

	<b>2023/24</b>	<b>2024/25</b>	<b>2025/26</b>	<b>2026/27</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
<b>Opening Balance</b>	188.533	171.783	176.413	165.435
<b>Gap funding</b>	9.501	-7.963	10.979	23.286
<b>Commitments</b>	7.249	3.333	0.000	
<b>Closing balance</b>	<b>171.783</b>	<b>176.413</b>	<b>165.435</b>	<b>142.149</b>



## **5. Future risks and opportunities**

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

### **5.1 The financial impacts of the COVID-19 response**

Many of the immediate and direct effects of the COVID-19 pandemic are now largely concluded and there is no additional funding being provided to councils currently regarding the impact of COVID-19 in the current financial year or going forwards. However, both Adults and Childrens Services have experienced additional demands following the pandemic. Detailed work continues to be undertaken focused on a better understanding of the causes of increasing demand and when it is likely that demand will return to more usual levels as the current high levels of demand have been a key contributing factor to the funding gap reported in the medium term financial strategy.

### **5.2 Savings delivery**

The medium term financial strategy assumes that all previously agreed savings are fully delivered. The scale of savings agreed to be delivered over future financial years remains significant with c£30m budgeted to be delivered in 2022/23 and a further c£18m in later years. This is a combination of savings that were planned to be delivered in earlier years and were delayed due to the pandemic, and the budgeted savings that were reprofiled (but are still to be delivered) from the budget in 2022/23.

In addition, a further c£86m of additional savings proposals in November and strategic targets of £32m were agreed by Cabinet to form part of the budget proposals for 2023/24.

There are inherent risks in the delivery of any savings programme of this scale, particularly where they are directly linked to reducing the future demand for services. However, the county council has a strong track record of delivery of its saving plans and in delivering balanced budgets in recent years, and there are comprehensive arrangements in place to track delivery and take corrective actions where required.

### **5.3 Further savings identification and delivery**

Although further savings proposals were brought forward to Cabinet in November, there remains a financial gap. In order to achieve a balanced budget position various other workstreams are in progress to identify and secure further savings. It is expected that the gap will reduce as better data is secured to drive ambition and confidence in the strategic targets set.

As a county council, regular comparisons are made through benchmarking to other local authorities, particularly county councils. The data suggests that despite the savings proposals put forward, in some service areas the county council remains high cost. Although there are always some limitations to benchmarking data, it is a good indicator of how the county council is performing in comparison to other county councils, therefore this data, along with other intelligence and evidence, will be used to set further targets for Directorates, with the target being to provide services at, or below, the unit cost of the median county council for each service area.



In addition, a further workstream that is looking to generate further savings/income relates to commercialisation. Work is ongoing to explore the potential of existing county council companies to yield better returns or move into the private sector. All fees and charges are being reviewed and benchmarked to ensure the county council remains aligned to its markets. Opportunities will also be identified and reviewed to generate more income including offering best practice services to a wider market. All traded activities need to demonstrate appropriate returns and manage risk as set out in the commercial blueprint approved by Cabinet.

#### **5.4 Funding**

As previously explained, the future funding arrangements to be established by government pose a potential risk to the council. It is not expected that the new arrangements will come into place until 2025/26, a further delay to the previously extended delay, although final confirmation is awaited of this from the Government.

Changes to the funding formula for Local Government have been delayed for several years, with the earliest opportunity for implementation being 2025/26. The outcome from the review could increase or reduce funding compared to those values included in the medium-term financial strategy. At this stage no intelligence has been received from supporting professional bodies that would support different assumptions to those being used in the forecast.

The medium term financial strategy includes additional funding announced in the Provisional Settlement relating to adult social care with some additional offsetting expenditure. At this stage the full detail of expectations and conditions of this funding are not known, there is therefore a risk that additional expenditure may be incurred, or some funding held back should the improvements required in, for example, hospital discharge activity not be achieved, in order to meet the grant conditions.

The Provisional Settlement provides details primarily of funding for 2023/24, and a small amount of information about 2024/25 (however grant values can be estimated based on 2023/24 allocations). There is very little information available for 2025/26, therefore multiple assumptions have been made which could be correct or prove to be wrong. The most significant is that in general it has been assumed that all grants received are recurrent, including those that have most recently been announced. Consequently, the biggest risk exposure, and potential opportunity, is with regard to the uncertainty on future funding levels from 2025/26.

#### **5.5 Children's social care**

Children's social care demand levels are forecast to continue to increase and are increasing nationally, particularly within agency residential placements, agency fostering placements and special guardianship orders. The assumption included in the demand calculation is half of the current 3-month average and then in future years no additional demand is currently included.

As has been reported in money matters reports over the past few years, there has always been an anticipation that the level of demand could increase due to the impact of latent demand that had not previously presented itself due to the pandemic.

#### **5.6 High Needs Block**



The High Needs Block is forecast to have significant pressures over coming years, with the Education and Children's Directorate reviewing models and services covered by this funding. There are pressures nationally in this area and the county council is better placed than many other councils through the creation of the High Needs Block reserve which allows time for more strategic and sustainable mitigations to be put in place. Therefore, there are no additional pressures in relation to this area included within the current medium term financial strategy.

### 5.7 Adult Social Care

In Adult Social Care there are planned reforms relating to a cap on service user contributions and changes to contribution thresholds along with the fair cost of care exercise. The reforms have however been delayed until 2025/26, but the funding allocated will still be distributed to authorities as part of the Social Care Grant and is not ringfenced. From 2025/26 onwards, the core assumption within the medium term financial strategy remains that the additional cost of these changes will be fully offset from additional government funding being provided.

In addition, the medium-term financial strategy contains assumptions across services for funding growth, demand, inflation and pay levels. The table below shows the impact of any increase or decrease of 1% over these key elements of the projected budget requirement.

	Potential Full - Year Impact of 1% movement (£m)
Funding - Council Tax	+/- 5.983
Pay	+/- 4.408
Price Inflation	+/- 8.161
Demand	+/- 5.546
Interest on borrowing	+/- 5.000





## **Money Matters**

# **The County Council's Capital Financial Position 2022/23 December 2022 and delivery plan 2023/24**

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## Capital Programme Monitoring – December 2022

### 1. Introduction

In February 2022 an indicative Capital Delivery Programme of £208.264m was agreed at Full Council. This delivery programme figure has been revisited and, following confirmation of the final 2021/22 slipped delivery figures, additions subsequently approved by Cabinet and re-profiling of the programme the in-year programme has increased to £222.900m. This figure now forms the basis of the capital programme monitoring throughout the financial year.

The delivery programme is shown in section 2 split by block. This is an ambitious delivery programme which has been agreed with service heads and corresponds to the additional monies requested through the February 2022 budget setting process. The agreed delivery plan was significantly higher than prior years actual delivery, requiring a substantial increase in the level of resources required to implement the capital programme with the risk flagged that, any issues with resource capacity could lead to slippage on the programme.

The project and programme managers are held accountable using the following actions:

- Detailed monitoring of the delivery programme throughout 2022/23 to ensure variances are reported to senior managers and Cabinet in a timely manner and a robust level of challenge is provided to programme and project managers to ensure delivery remains on track.
- Monitoring of projects to measure the on-going effect of price increases between project design and project delivery.
- Performance reports will be further developed to enable the capital board to undertake monitoring and challenge and escalate matters where required to executive management team.

**Oracle Fusion upgrade** – As part of the upgrade to the Oracle HR & Finance system, the finance system was closed down from late November until the beginning of January to allow for the accurate transfer of data into the new system. Due to this, large volumes of transactions that would have been processed during that time, and any emergency payments made in the system downtime are not showing in the actuals in this report. Forecasts have been updated where possible since quarter 2 based on the best information available and in discussion with project and programme managers.



## 2. Delivery Programme

The total delivery programme is £222.900m as set out in Table 1 below:

**Table 1 – 2022/23 Capital delivery programme by block**

Service Area	Delivery Programme Feb 22	Changes to planned delivery	Total Delivery Plan for Monitoring
	£m	£m	£m
Schools (including DFC)	25.738	1.372	27.110
Highways	50.258	-0.296	49.962
Transport	23.591	0.003	23.594
Externally Funded Schemes	1.804	1.044	2.848
Central Systems & ICT	5.187	8.802	13.989
Adult Social Care	16.000	1.255	17.255
Corporate - Property	20.211	2.074	22.285
Economic Development	42.526	-0.959	41.567
South Lancaster Growth Catalyst	3.258	1.570	4.828
Vehicles	4.441	-0.229	4.212
Transforming Cities Fund	15.250	0.000	15.250
<b>Grand Total</b>	<b>208.264</b>	<b>14.636</b>	<b>222.900</b>



### 3. Variance Analysis

The forecast outturn as at December 2022 against this revised delivery plan of £222.900m is £163.566m, giving an expected variance of -£59.334m. A breakdown of the variance at block level is shown in table 2 below.

**Table 2 – Summary Capital Delivery Programme Position as at 31<sup>st</sup> December 2022**

Service Area	Total delivery programme for 2022/23	Spend to December 2022	Total Forecast spend 2022/23	Forecast Variance as at Dec 22	Forecast Variance as at Sep 22
	£m	£m	£m	£m	£m
Schools (exc DFC)	24.772	13.039	22.019	-2.753	-0.233
Schools DFC	2.338	1.106	1.959	-0.379	0.000
Highways	49.962	33.268	49.465	-0.497	2.313
Transport	23.594	9.499	16.366	-7.228	-5.789
Externally Funded	2.848	1.018	2.109	-0.739	-0.552
Central Systems & ICT	13.989	5.420	13.555	-0.434	-0.439
Adults Social Care	17.255	16.715	17.255	0.000	0.000
Corporate - Property	22.285	6.853	9.026	-13.259	-13.055
Economic Development	41.567	6.231	11.272	-30.295	-28.429
South Lancaster Growth Catalyst	4.828	1.185	4.828	0.000	0.000
Vehicles	4.212	2.379	4.212	0.000	0.000
Transforming Cities	15.250	4.084	11.500	-3.750	-3.750
<b>Totals</b>	<b>222.900</b>	<b>100.797</b>	<b>163.566</b>	<b>-59.334</b>	<b>-49.934</b>

The total forecast spend for 2022/23 is £163.566m, funded from a combination of Borrowing (£53.877m), Grants (£107.670m) and Developer and 3rd Party Contributions (£2.019m).



Key items included within the variances are-

- Slipped delivery in the 3 year rolling program of operational buildings repairs and maintenance.
- Slipped delivery for work on the Salmesbury Enterprise Zone.
- Additional delivery in year on the replacement of Bowgreave Rise residential home.

A more detailed narrative on the key items making up the variances by block can be found in the section 4 of the report.

**Table 3 – Analysis of Forecast Variance**

Service Area	Forecast Variance as at Jan 23	Underspends and potential underspends	Overspends and potential overspends	Slipped Delivery	Additional delivery
	£m	£m	£m	£m	£m
Schools (exc DFC)	-2.753	-0.457	0.000	-8.096	5.800
Schools DFC	-0.379	0.000	0.000	-0.379	0.000
Highways	-0.497	0.000	2.253	-3.167	0.417
Transport	-7.228	-0.070	0.000	-9.121	1.963
Externally Funded	-0.739	-0.270	0.006	-0.476	0.001
Central Systems & ICT	-0.434	-0.438	0.000	0.000	0.004
Adults Social Care	0.000	0.000	0.000	0.000	0.000
Corporate - Property	-13.259	-0.299	0.001	-16.252	3.291
Economic Development	-30.295	0.000	0.000	-34.259	3.964
Transforming Cities	-3.750	0.000	0.000	-3.750	0.000
<b>Totals</b>	<b>-59.334</b>	<b>-1.534</b>	<b>2.260</b>	<b>-75.500</b>	<b>15.440</b>



#### 4. Detailed Narrative

The forecast variance as at December 2022 is -£59.334m. Further information relating to the variances at a block level are detailed below.

##### **Schools (including Devolved Formula Capital (DFC))**

**The Schools' capital programme (including DFC) has a 2022/23 delivery plan of £27.110m. Forecast outturn as at December 2022 is £23.978, a variance of -£3.132.**

A summary of the programmes within the Schools' block is given below.

##### **Basic Need Programme**

The purpose of the Basic Need programme is to increase school pupil places in targeted areas via grant funded school expansions or new school build projects.

A new primary school commissioned to be built at the former Higher Standen site in Clitheroe commenced on site on 3 October and is expected to finish in summer 2023 for the 2023/24 school year and is currently progressing well against the reprofiled budget.

The largest delivery risks relate to the projects scheduled to commence construction over the winter months where inclement weather can hinder progress. School expansion projects at Primet Academy in Colne and SS John Fisher and Thomas More high school are new constructions for 2022/23 planned to commence during this period. The Primet High expansion is now separated into 2 separate phases of work, with the first phase completed during the summer. The second phase of the project which includes the construction of the new block is due to be tendered and potential completion dates will be confirmed once a detailed construction plan is developed. The project at Fisher-More High School has been beset by legal delays and delivery is to be managed by the school's diocese. It remains planned to commence early 2023, but some expenditure originally planned for 22/23 is now likely to slip into future financial years. Estimated slipped delivery across these 2 projects is -£2.248m.

The expansion at Tom Finney high school has continued into 2022/23 and was successfully completed in time for the autumn 2022 term and within budget, with a projected saving of -£0.134m against the delivery plan. The project to provide a special educational needs unit at Ashton Science college was also successfully completed over during the summer as planned and within budget. Savings are also forecast at the Haven of -£0.018m and other smaller savings totalling -£0.017m are forecast across a number of closing projects.

Further areas of increased pupil place demand have been identified and recently reported to Cabinet as part of the school planning delivery strategy for 2023 to 2025. These include both primary and secondary place additional pupil places in North and



West Preston, Goosnargh and Grimsargh, the Ribble Valley and others. The areas where additional places are needed will require a range of building projects and consultations to deliver. As such, in the coming months a number of preliminary studies will be undertaken to identify suitable sites ahead of statutory consultation processes.

### **Condition Programme**

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

Work is planned and then undertaken when the work can be accommodated during periods of school closure at summer/autumn breaks/ spring. Planned delivery is liable to change once contractors are engaged and work timetables agreed or when projects get to site, and unforeseen issues are exposed.

While many projects have been completed in advance of schedule over the summer, an overall slipped delivery variance of -£0.973m is now forecast due to a number of projects originally planned for 2022/23 now being tendered for delivery in summer 2023 and as such are unlikely to incur any spend this financial year. Savings across several projects have been achieved, with a total forecast saving of -£0.293m.

### **Local Full Fibre Networks**

Funding has been awarded from the Department for Digital, Culture, Media and Sport to a number of schools across the county that were identified as premises that would benefit from the installation of high speed fibre. The delivery plan for 2022/23 is £0.016m. This is fully spent.

### **Devolved Formula Capital**

The Devolved Formula Capital programme is a grant funded programme for small to medium capital projects. It is allocated to schools on a formula basis by the Department for Education in order for schools to spend on capital projects within expenditure guidelines. The Devolved Formula Capital 2022/23 delivery plan is £2.338m. The current forecast is £1.959m, a slipped delivery variance of -£0.379m.

### **Highways**

**The Highways capital programme has a 2022/23 delivery plan of £49.962m. Forecast outturn as at December 2023 is £49.465m, a variance of -£0.497m.**

Delivery of the highways programme is progressing well, however, the macro-economic inflation pressures are causing labour, plant, material, energy and fuel increases which are affecting the whole service. This is having a particularly large impact on bitumen availability and price, resulting in several programmes forecasting overspends.





Following the significant overspend on structural defects last financial year a review has been carried out and new ways of workings introduced. As a direct result of this the spend reduced significantly over the summer, at the end of November spend is £7.371m. The impact of the fuel and bitumen price increases and the likelihood of increased numbers of defects meeting intervention levels during the winter period indicates that the forecast spend is likely to remain at £11.800m, an overspend of £1.800m. The situation is being kept under review.

The drainage defect programme is also under pressure due to rising costs and the forecast is currently an overspend of £0.113m.

Within the street lighting column replacement programme, higher material costs for electrical components and steel have led to increases in the cost of columns. This has reduced the quantity of replacements highways can carry out this year and has led to works being suspended temporarily while the programme delivery is reassessed.

After a review of the traffic signal programme and additional schemes being added some of the works will now be delivered in the next financial year causing slippage of -£0.555m.

Slippage of -£1.000m in the localised deterioration programme and -£0.700m in the footway slurry seal programme could be required to fund the in year overspend on structural defects with the delayed work being funded from future years grant.

Some of the walking and cycling schemes will now be delivered next financial year resulting in slippage of -£0.419m. Within the Moss Road programme some of the works are programmed over the end of the financial year causing forecast spend to be less this year than originally anticipated -£0.400m.

Across several programmes within the Highways block additional delivery of £0.417m is being forecast.

The uncertainty over weather forecasting means planning and budgeting for certain programmes is difficult, but it also impacts on road repairs as certain types of treatment can only be done within specific temperature ranges.

## **Transport**

**The Transport capital programme has a 2022/23 delivery plan of £23.594m. Forecast outturn as at December 2022 is £16.366m, a variance of -£7.228m.**

A summary of delivery in the main programmes within the block is given below:

### **Ormskirk eastern gateway**

A joint programme with West Lancashire Borough Council to demolish the bus station building and create valuable open space in the town centre, the project is being funded



in part by the borough council using external grants. As the design and tender process as well as funding arrangements with the borough council have been completed a more informed delivery timescale can now be profiled meaning that -£0.403m more of the final expenditure may now slip into 2023/24 for delivery. The invoicing for the borough council contribution has already been agreed for the year to date as per the funding agreements and the scheme is forecast to be on budget overall over the multi-year programme.

### **Safer Roads Scheme**

The remaining outstanding work in the programme is the installation of average speed cameras for which a tender has been accepted. Now the work plan has been agreed, there is more detailed knowledge of the spend required this year, so delivery forecast to be £0.119m more than in the original delivery plan set in June for 2022/23. The remaining work is expected to take 12 months from commencement of installation at the sites with the remaining budget to meet final expenditure in 2023/24.

### **M55 Link Road**

The M55 to Heyhouses link road will create a much-improved connection between Lytham St Annes and the M55 motorway, relieving congestion on smaller local roads to support the development of housing and business opportunities. Construction commenced in June 2021 and was estimated to take 18 months. Delays encountered by the contractor undertaking this work have meant that our Highways staff are now expected to be on site from March - December 2023 rather than the initial September 2022 causing a slippage variance of -£2.000m.

### **Heysham**

A delivery budget of £4.000m, supported by the Integrated Transport Grant, was agreed for 2022/23 to finalise land disputes caused by the length of time tribunals have taken to resolve. These delays are still ongoing and slippage of -£2.800m is forecast as a result although the full budget is still estimated to be required.

### **City Deal**

The annual contribution towards the City Deal of £2.500m has been completed in Quarter 2 to correspond to the agreed delivery budget, this is funded by the 2022/23 integrated transport grant from the Department for Transport.

### **East Lancashire Strategic Cycleway**

The aim is to create a joined-up network that provides access to workplaces, schools, as well as providing tourism and recreation opportunities. The routes will be based on old disused railway lines, including tunnels and will mainly be off road greenways. The programme had an agreed budget of £0.834m for 2022/23 but it has now been agreed that the majority of the scheme will be completed next year, a forecast slippage variance of -£0.629m is reported due to ecological survey results on the tunnels in the scheme resulting in delays to works starts by a season.



## Public Rights of Way

A number of the schemes in this year's Public Rights of Way delivery plan have already been completed, including the additional approval for improvements to Mitton Sisters Pennine Bridleway which created £0.063m of additional delivery. The resurfacing work on the footpath FP51 in Mellor, which was originally approved some years ago but had never been programmed for delivery, created a further £0.016m of additional delivery variance from the June delivery plan. The progress already made on the remaining projects has led to an additional delivery forecast of £0.026m as projects are advanced from the original planned 2023/24 start dates whilst work on the Capitol Centre is now predicted to slip into 2023/24, with a variance of -£0.130m. These changes reflect the changes following design processes and delivery scheduling.

## Cycling Safety

Although only a small delivery budget of £0.252m was initially agreed the forecast has already been increased to £0.889m, a forecast additional delivery variance of £0.637m. The majority of this expenditure was the final safety audit and defects for the Clifton Drive cycleway supported by funding from Sustrans.

## Externally Funded

**The externally funded capital programme has a 2022/23 delivery plan of £2.848m. Forecast outturn as at December 2022 is £2.109m, a variance of -£0.739m.**

The externally funded schemes block are projects funded from external contributions, predominately S106 and S278 contributions from developers.

The delivery plan has seen additions to the S278 Catforth & Woodplumpton villages traffic calming schemes – design project of £0.252m and a new scheme S278 Burnley Town2Turf (£0.579m), where a further contribution from Burnley Borough Council of £0.975m is expected in the coming month.

The largest scheme within the delivery plan is the UCLan Masterplan which is due to be completed this year with main contract payments now agreed and closed. There is an expected underspend variance of -£0.270m, which is planned to be returned to UCLan.

There is a slipped delivery variance of -£0.476m across 7 schemes. The S278 Water Lane, Tulketh Brow, Fylde Road Junction, Preston project has slippage of -£0.116m, which is still at the very early design option and modelling stages. The Longridge bus stop infrastructure improvements scheme has slippage of -£0.095m with consultation delaying the progress. There is -£0.041m anticipated to be slipped on the S278 A584 Lytham Road/Church Road highway works scheme due to utility delays. The S106 Public Rights of Way Kiddrow Lane has slippage of -£0.040m as the county council awaits tenders to be returned from Burnley Borough Council.



There are risks associated with the S278 works on Blackpool Road, Kirkham scheme as the tender process will take slightly longer for construction to commence on site, however we have confidence this can be completed in advance of the nesting birds issue arising again next year.

## **Central Systems and ICT**

**The central systems and ICT capital programme has a 2022/23 delivery plan of £13.989m. Forecast outturn as at December 2023 is £13.555m, a variance of -£0.434m.**

The largest scheme within the delivery plan is the multi-year programme for the migration to Oracle Fusion Cloud programme, which is forecasted to be £12.928m of the overall block. The HR and payroll element went live in December, however the finance and procurement workstream go-live date slipped into January 2023. Work is still expected on the system beyond the go-live date, with the forecast including a c£2m contingency in case of any further unexpected costs.

There are several smaller schemes making up the remainder of the delivery plan. These include an upgrade for libraries ICT (£0.156m), the social care Lancashire Person Record Exchange Service scheme which links in with the NHS on shared records (£0.150m) and the document handling service replacement hardware and new software (£0.150m). These projects are on track to spend the anticipated delivery budget in year. There is a small advanced delivery variance (£0.004m) on the Microsoft Office 365 project.

## **Adults Social Care**

**The Adult Social Care capital programme has a 2022/23 delivery plan of £17.255m. Forecast outturn as at December 2023 is £17.255m, a nil variance.**

The disabled facilities grant is capital funding for the provision of home adaptations to help older and disabled people to live as independently and safely as possible in their homes. This year the allocation from the Department for Levelling Up, Housing & Communities has remained the same as last year at £16.715m and has been fully passported to district councils to distribute.

The extra care grant allocation for Preston was designed to contribute to new independent living homes specifically for people over the age of 55 with varying care needs. The legal agreement with the developer was due to be executed in 2021/22 however due to delays in the legal process it is now expected that the contribution of £0.540m will be finalised in this financial year subject to the developer providing the necessary evidence to support the grant claim.



## **Corporate – Property**

**The corporate property capital programme has a 2022/23 delivery plan of £22.285m. Forecast outturn as at December 2023 is £9.026m, a variance of -£13.259m.**

The new rolling program of operational buildings repairs and maintenance of £44.670m over the next three years will now begin in 2023/24 to allow the adequate allocation of staff resources and a structured agenda of inspections. The £14.670m planned for 2022/23 will be rolled forward to meet these assessment costs and any remedial condition work that is highlighted through the procedure.

The project to replace Bowgreave Rise residential care home to increase affordable extra care schemes for older people in addition to supported housing apartments for younger adults with disabilities has increased its in year forecast to £5.500m causing an additional in year delivery variance of £3.000m. This represents advanced delivery in 2022/23 from that originally built into the delivery plan in June with the forecast brought forward from the 2023/24 profile. Previous Cabinet reports had approved increases in the overall budget on the project to £7.8m with completion still expected in 2023/24.

The programme to install electric vehicle charging points at county council sites where the vehicles either reside or visit was agreed with a budget of £1.000m from the creation of a reserve at the 2020/21 financial year end. The scheme is currently forecasting additional delivery of £0.062m with work at County Hall and White Cross to be completed in January.

The Department for Education's new capital funding programme will support county council service delivery through the establishment of new children's homes provision via refurbishment or new builds. The programme has now begun with the identification of the initial 4 sites although delays in access to the buildings to complete the necessary surveys will see forecast slipped delivery in year of -£0.707m with some of the work now to be completed in 2023/24.

The delivery plan for the programme of works to a range of operational premises was set at £0.956m with 20 projects forecast to be worked on in the year. Of the major schemes the work to replace the boiler in Lancaster Central Library in conjunction with Lancaster City Council has been given approval by the city council's conservation team and has already utilised the entire £0.106m agreed. Overall, the forecast variance for the programme is -£0.245m with potential savings of -£0.153m and projects slipping to next year of -£0.220m offset by additional delivery on projects ahead of schedule of £0.128m.

The delivery plan for the building condition programme was agreed at £1.661m for 2022/23 initially covering 51 active projects. The larger projects include the re-roofing of the Leyland neighbourhood centre completed just under its budget. The work on replacing both Data Centre UPS Units is finalised with installation successfully



completed and now operational, forecast to use the full £0.89m previously forecast. Damp repairs to the basement at County Hall are now at the defects stage spending £0.055m in 2022/23 resulting in a modest saving that will be returned to the programme. Overall, the forecast variance for the programme is -0.622m:-£0.623m of forecast slipped delivery, £0.084m of additional delivery and -£0.085m of potential savings forecast.

## **Economic Development**

**The economic development capital programme has a 2022/23 delivery plan of £41.567m. Forecast outturn as at January 2023 is £11.272m, a variance of -£30.295m.**

The new programme based at Farington in conjunction with Lancashire Cricket Club, will create a new year-round sports facility for Lancashire. In addition to a number of County level matches the site will be a centre of excellence for women's cricket in the northwest, comprising of two full-sized cricket pitches, training facilities, nets, a new pavilion including a gym, changing rooms, hospitality space, as well as cycle and car parking. A budget of £7.000m was approved for this year, however a slippage variance of -£6.500m is forecast as the main volume of works is now expected to be done in 2023/24.

Samlesbury enterprise zone, which on completion will be a national centre of excellence for advanced engineering and manufacturing has an agreed in year delivery budget of £26.093m as work on the enabling infrastructure continues. Groundworks, tree felling, utilities works and temporary drainage are all forecast to complete in 2022/23 with subsequent construction work to allow specific plot accesses to follow on from these preparations. Work on particular plots will then commence dependant on current enquiries from potential occupants and legal terms being agreed. Given the scale of the remaining work it has been considered prudent to expect completion to run into 2023/24 causing a slipped delivery variance of -£21.897m.

A contribution to the Brierfield Mill scheme, which has created offices, apartments, and leisure schemes in the redeveloped site, has been approved and the remaining funding of £0.407m is forecast to be paid over in 2022/23. The annual support to the City Deal of £1.295m from the economic development programme has already been made and the contribution to the Eden North project of the current remaining budget of £0.231m is also forecast for 2022/23. The £1.5m funding contribution towards the expansion of the Lomeshaye industrial estate is forecast that £0.500m will be required this year with -£1.000m slipping into 2023/24 following delays to the scheme development by the external deliverer.

The Lancashire Central site at Cuerden in conjunction with development partner Maple Grove have submitted revised plans for the site. Commercial areas of the site are expected to provide almost 2,000 new jobs, with opportunities for warehouses and



logistics on the site adjacent to motorway links. In addition, 116 additional homes are planned, and the site is to provide environmental infrastructure, based on sustainable initiatives. There is a slippage variance of -£1.926m forecast on the scheme as work is expected to be completed in 2023/24.

### **South Lancaster Growth Catalyst**

**The South Lancaster Growth Catalyst capital programme has a 2022/23 delivery plan of £4.828m. Forecast outturn as at January 2023 is £4.828m, a nil variance.**

The South Lancaster Growth Catalyst programme is a programme of works to support housing delivery in south Lancaster, and was the result of a successful joint bid by Lancashire County Council and Lancaster City Council to Homes Englands' Housing Infrastructure fund. Work is underway to design the major highways infrastructure that forms the part of the bid funded by the Housing Infrastructure Fund grant, and discussions are underway on the detailed workings required with the district council to facilitate the delivery of the locally funded schemes. Together these form the overall bid programme and are subject to a collaboration agreement between the two councils. Once the detailed workings are agreed this will allow the profiling of funding for the local schemes to be commenced which are currently paused due to risks of repayment of the cash flow facility within the collaboration agreement

### **Vehicles**

**The vehicles capital programme has a 2022/23 delivery plan of £4.212m. Forecast outturn as at January 2023 is £4.212m, a nil variance**

The delivery plan includes prior year projects of £0.999m comprising of thirteen vans, including one COVID-19 vaccine van and one fully electric van. There are also three trucks, one mobile library and twelve electric estate cars. These vehicles are now planned to be delivered during 2022/23 after delivery slipped from prior years.

This financial year planned delivery of large value vehicles consists of 34 vans totalling £0.690m, 13 minibuses £0.499m, 7 telehandlers £0.481m, 2 wheeled loaders £0.384, 5 telescopic platform vehicles £0.366 and 1 gritter costing c£0.300m. The remainder of this year's delivery plan is made up of two salt spreading vehicles, four mini excavators, three tippers, one mini tractor, one flail collector, two ploughs and eleven trailers.

The main risk to the delivery of these vehicles in the current year is supply risks due to ongoing supply issues and parts shortages which could be further affected by the current situation in Ukraine. There are also the potential further risks surrounding possible fuel/energy supply issues.



## Transforming Cities Fund

**The Transforming Cities Fund capital programme has a 2022/23 delivery plan of £15.250m. Forecast outturn as at January 2023 is £11.500m, a variance of -£3.750m.**

In June 2020, Lancashire County Council had its revised proposal for Transforming Cities Fund investment in the Preston city region approved, with a schedule of works lasting until 2023/24. Following a formal change request to the Department for Transport in November 2021 it was agreed (in April 2022) to extend the overall programme end date to 2024/25. The delivery plan for 2022/23 is £15.250m with the majority of spend expected on the Transforming Ringway project, which is in construction. This project was due to be completed at the end of March 2023 but the latest programme review has identified that this is likely to slip to June 2023 due to the long lead in times for receipt of some materials.

With the maximum funding contribution and final delivery timescales set within the grant agreement, hitting the deadlines and remaining within budget are the key risks at programme level. Both Cottam Parkway and Transforming Ringway design teams are aware of the need to design to budget and to apply value engineering or scope modifications. On Cottam Parkway, Cabinet agreed in January to an additional financial contribution of £4.547m from capital as the cost estimates indicated a potential excess over the agreed budget which was beyond the capacity of design changes and value engineering, as well as additional s106 monies identified, to bridge. Scope review and value engineering continues as design progresses and there is further work to be done here with the help of Network Rail, which is now engaged with the project under an asset protection agreement.

Current forecasts against the Transforming Cities Fund programme are showing a forecast underspend of -£3.750m for 2022/23.





## 5. Capital Delivery programme – 2023/24

### 5.1 Introduction

An indicative Capital delivery programme has been drawn up for 2023/24 using agreed annual budgets in addition to the forecast delivery of any remaining prior year slippage less any future year budget already delivered. These figures are shown in table 1 below, with the funding streams for the delivery programme then shown in table 2. A brief supporting narrative for the 2023/24 delivery programme by block is shown in section 2 of the report.

The figures in this report will be revised in May 2023 following the completion of the year end accounts to allow for adjustment for final slippage and advanced delivery figures. Additional funding agreed between January 2023 and May 2023 will also be added to the report to be submitted in early June 2023. The delivery programme agreed in June 2023 will then be used as the basis for the Capital monitoring reports throughout 2023/24.

**TABLE 1 – 2023/24 Capital delivery programme by block**

<b>Service Area</b>	<b>22/23 outturn forecast</b>	<b>23/24 Delivery Plan</b>
Schools (excluding DFC)	22.019	25.115
Schools (DFC)	1.960	4.487
Highways	49.465	48.650
Transport	16.366	22.001
Externally Funded Schemes	2.109	0.934
Central Systems & ICT	13.555	6.555
Adults	17.255	16.715
Corporate Property	9.026	18.500
Economic Development	11.272	51.267
South Lancaster Growth Catalyst - grant	4.828	20.983
SLGC - cash flow		5.000
Vehicles	4.212	4.500
Transforming Cities Fund	11.500	15.152
<b>Totals</b>	<b>163.567</b>	<b>239.859</b>



**TABLE 2 – Funding streams**

	<b>22/23 Delivery plan</b>	<b>23/24 Delivery Plan</b>
Funded by		
Grants	107.670	124.296
Other	2.019	11.245
Borrowing	53.878	104.318
<b>Totals</b>	<b>163.567</b>	<b>239.859</b>

### **Detailed narrative**

#### **Schools**

**The schools capital programme has a 2023/24 delivery programme of £29.602m and will contain approximately 300 projects to be worked on within the financial year.**

The schools delivery programme is split into three areas.

The total funding for the basic need and condition programmes is £25.115m and will be used to meet the most urgent priorities.

The devolved formula capital programme is a grant funded programme for small to medium capital projects. It is allocated to schools on a formula basis by the DfE in order for schools to spend on capital projects within expenditure guidelines and a delivery programme amount of £4.487m has been included for 2023/24.

#### **Highways**

**The Highways capital programme has a 2023/24 delivery programme of £48.650m and contains approximately 700 projects to be worked on within the financial year.**

An indicative amount of £28.811m has been included as anticipated funding from the Department for Transport. The actual amount to be received for the grant which will change due to the level of self-assessment grant, along with a more detailed list of projects to be funded from the grant will be drawn up prior to the submission of the final 2023/24 delivery programme in May 2023/24.

This is supplemented by borrowing of £14.2m to deliver the level of work required to meet Transport Asset Management Plan priorities.



A risk to the 2023/24 delivery programme is the continued high levels of expenditure on structural defects. This will be continued to be monitored in the remaining months of 2022/23 and a decision will need to be made before submission of the final 2023/24 delivery programme as to how this expenditure will be funded going forward if it is to remain at such a high level potentially reducing the grant allocations to other highways programmes to fund this prioritised work.

The Highways delivery programme contains £5.639m of projects planned prior to 2023 which are expected to be delivered within 2023/24. This includes c£5.000m programmed for bridge maintenance work and detrunking the A601M, including bridge maintenance and demolition and remodelling of the road to permit development of the local area and continued flood prevention work.

### **Transport**

**The transport capital programme has a 2023/24 delivery programme of £22.001m and contains approximately 100 projects to be worked on within the financial year.**

The largest project within the Transport delivery programme is the M55 Heyhouses link road. This is a multi-year project which will connect the existing roundabout at Whitehills Road to the north with Heyhouses Lane near the Cyprus Point development site to the south. A delivery programme of £7.500m has been included for 2023/24 to reflect the expected delivery as per the grant agreements and the current position of the multi-year project, the remaining budget is shown in future years.

Other major projects within the 2023/24 delivery programme are the continuation Ormskirk eastern gateway project, the completion of the Burnley town centre project and development of further schemes to promote safer travel across Lancashire whilst the COVID-19 pandemic is ongoing. The £2.500m agreed contribution from the Transport block to the Lancashire City Deal is also included.

There is also provision for cycling schemes, quality bus routes and other road safety projects, the detailed programmes for which will be brought for approval to future meetings of Cabinet.

### **Externally Funded Schemes**

**The externally funded schemes capital programme has a 2022/23 delivery programme of £0.934m and contains c 10 projects to be worked on within the financial year.**

The externally funded schemes capital block is funded through contributions from external stakeholders.



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

### **Central Systems and ICT**

**The central systems and ICT capital programme has a 2023/24 delivery programme of £6.555m.**

The specific projects to be funded this year are improvements to the social care reform system and document handling system. An indicative provision has also been included to reflect the capital investment that will be required in upgrading systems within the ICT roadmap. Individual approvals will be sought for each item within this roadmap at future Cabinet meetings.

### **Adult Social Care**

**The Adult social care capital programme has a 2023/24 delivery programme of £16.715m.**

As at January 2023, the Disabled Facilities Grant is the only project included on the delivery programme for the Adult social care block. The grant is capital funding for the provision of home adaptations to help older and disabled people to live as independently and safely as possible in their homes. The £16.715m amount included in the delivery programme is an indicative amount until the 2023/24 grant agreement is confirmed.

### **Corporate – Property**

**The corporate – property capital programme has a 2023/24 delivery programme of £18.500m containing programmes required to maintain the Council's property portfolio.**

The 2023/24 programme includes £1.66m for named projects within the building condition programme, £1.7m on specific projects within the works to operational premises programme and £3.6m on projects within the residential redesign programme. The project to replace the Bowgreave Rise residential care home providing affordable extra care schemes for older people and supported housing apartments for younger adults with disabilities is also included in the delivery programme with delivery for the project slipping from prior years.

Each year surveyors inspect around a fifth of the corporate property portfolio, last year a large number of priority 1 conditions works were identified, the works to address these were estimated at £35m and a third of this has been provided for in the 2023/24 delivery programme.



## **Economic Development**

**The economic development capital programme has a 2022/23 delivery programme of £51.267m and contains approximately 8 projects to be worked on within the financial year.**

The delivery of the Cuerden strategic site design continues in 2023/24 with planning expected late spring 2023 and a £17.000m delivery programme has been set for delivery this year once development works start following a successful planning decision with the full site enabling works expected to be completed in 2026/27.

Work on the Samlesbury enterprise zone also continues into 2023/24 with a delivery programme of £13m.

Work is due to commence this year on the delivery of the Farrington Cricket facility with £7m of the £14.5m scheme profiled for spend this year which will commence following a planning decision in early spring 2023.

Annual contribution towards the Lancashire City Deal is also included in this block at £1.295m.

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

A further £0.700m for this project has been earmarked for 2024/25 onwards.

Contributions to external schemes are estimated at £7m for 2023/24 delivery are dependent on external partners and will only be drawdown following legal agreements being in place so are subject to potential slippage beyond the county council's control.

There is a £5m provision for feasibility work on Economic Development pipeline projects also built into this year's delivery programme.

## **South Lancaster Growth Catalyst**

**The South Lancashire Growth Catalyst capital programme has a 2023/24 delivery programme of £25.983m**

The delivery programme amount for 2023/24 covers the continuing preliminary costs for the programme, including land acquisition fees, design fees and planning costs along with commencement of delivery, however legal discussions and funding concerns have stalled some of the design work and whilst these negotiations are ongoing there is a risk of slippage to future years.



## **Vehicles**

**The vehicles capital programme has a 2023/24 delivery programme of £4.5m and contains approximately 30 projects to be worked on within the financial year.**

The supply chain issues experienced in the last couple of years have been considered when drawing up the expected delivery for 2023/24 and permission may be requested to place orders early for 2024/25 spend to ensure delivery of the vehicles when they are required where delivery timescales are indicated to be more than one year.

## **Transforming Cities Fund**

**The Transforming Cities Fund capital programme has a 2023/24 delivery programme of £15.152m and contains 3 projects to be worked on within the financial year.**

The delivery programme for Transforming Cities Fund has been set in line with the budget amounts included as part of the grant agreement. Significant spend is expected as the 3 schemes approach critical delivery milestones. The largest scheme ongoing in 2023/24 continues to be Transforming Ringway with work due to commence on the Cottam Parkway Station project including design and land assembly.



## Report to the Cabinet

Meeting to be held on Thursday, 2 February 2023

### Report of the Director of Strategy and Performance

#### Part I

Electoral Division affected:  
(All Divisions);

**Corporate Priorities:**  
Delivering better services;  
Protecting our environment;

### Capital Strategy for Schools – Condition Led Capital Investment Programme 2023/24

(Appendix 'A' refers)

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#### Brief Summary

This report sets out the proposals for the allocation of schools capital funding to address a further phase of high priority building condition repairs on Community, Voluntary Controlled and Maintained Schools in Lancashire.

The condition programme is funded by a grant from the Department for Education. Allocations are usually announced in April, and previous years allocations indicate that approximately £14.000m should be received. The programme has been developed to utilise this allocation. Once the amount is announced, the programme will be adjusted accordingly.

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

#### Recommendation

Cabinet is asked to approve:

- (i) The proposed list of maintenance schemes in Lancashire schools, detailed at Appendix 'A', totalling £13.977m, as a further phase of high priority school repairs, subject to the grant settlement being £14.000m.
- (ii) That the Executive Director for Education and Children's Services, the Director of Strategy and Performance and the Director of Finance, in consultation with the Cabinet Member for Education and Skills, be authorised to approve any adjustments necessary once the final funding settlement is announced.

## Detail

The Schools Condition Led Programme began in 2011. Using Department for Education grant monies, each round of the programme has addressed the worst condition issues that have been identified. Through a process of cross-referencing asset management building condition data held by the county council, officers have prepared a schedule of Priority 1 school repairs. These are set out at Appendix 'A'.

The programme has been formulated using the most current information available, but from experience on earlier programmes, and the complexities of assessing the condition of existing buildings, there could be a risk that further Priority 1 issues may become apparent. A significant contingency is recommended, which will be available to capture any justifiable projects which come to light during the delivery of already identified works, and which meet the Priority 1 criteria.

The criteria for schools being included in the programme is based on the Department for Education Schools Asset Management Guidance which defines Schools Priority 1 repairs as:

**Priority 1.** *Urgent work that will prevent immediate closure of premises and/or address an immediate high risk to the health and safety of occupants and/or remedy a serious breach of legislation.*

The Department for Education provides annual funding for Schools Condition. This is based on a set methodology for county council controlled schools. Due to the finite budget, it would not be possible to address all high priority issues in all schools. The remaining Priority 1 issues and any Priority 2 issues will be reviewed, prioritised and considered for any future condition led programmes.

## Carbon Reduction Strategy

Where heating systems require wholesale replacement, each project will be considered individually for suitability for a low carbon heating solution. Consideration will be given to the building fabric, heat load of the building, occupants need, local electricity infrastructure and projected running costs as part of the initial feasibility. There may be additional costs associated with consequential improvements to a building as a result of this approach, and a contingency amount has been allowed for in the programme.



In the past, the Schools Condition Led Programmes were based predominantly on the condition of the building structure, fabric, and services; with the highest priorities being ranked according to risk of building closure or Health and Safety risks.

These condition priorities will still form the basis of the programme. However, it is proposed to incorporate a focus on carbon reduction, taking a more holistic approach to the building and its operational use.

It is recognised that, due to the wide range of construction types and age of the portfolio, there cannot be one approach for all buildings. Some will not be suitable for a low carbon heating option without significant enabling works, and consideration will need to be given to the operational needs of each building.

As part of the strategy to reduce carbon emissions, all relevant projects will be supported by a low carbon consultant, who will formulate a bespoke plan to help identify and minimise energy consumption. As well as guidance on good energy management to reduce waste, each property will be issued with a recommendations report to highlight areas for future improvement.

By taking a long-term view, improvement works can be phased to ensure carbon reductions are achieved, without placing an unmanageable burden of increased operating costs on the budget holder that can be associated with the change from gas to electricity.

### **Health, Safety and Compliance**

Health and safety and compliance works are required to prevent breaches in legislation and address health and safety issues. In some cases, this can be managed through more frequent testing and monitoring, although this approach would only delay and not address the identified issues.

### **Specialist surveys and investigations**

There is also an allowance in the programme to undertake further investigations and specialist surveys on buildings, where there is deemed to be a potential risk due to the age, type of construction or condition. In particular, there is a need to review existing concrete and/or steel frame building construction across the property portfolio. This will assist in managing risk and determining priorities in future programmes of work.

### **Department for Education School Rebuilding Programme**

The Department for Education school rebuilding programme includes Penwortham Girls High School, which is currently at feasibility stage. However, there are certain urgent health and safety works which are necessary to maintain safe operation of the school. This work has therefore been included in this Condition Led Capital Investment Programme.

## **Delivery**

All schemes will be commissioned with and delivered by the council's Design and Construction Service. The delivery timescales will be dependent on several factors linked to the practicalities of undertaking the work in occupied premises which would have an impact on education. It is anticipated, therefore, that the programme will be delivered, when possible, in school holidays, and this will likely include the summer breaks in both 2023 and 2024.

It is anticipated that 40% of the proposed programme will be delivered in 2023/24, with the remainder of the programme being delivered in the following financial year.

## **Consultations**

N/A

## **Implications:**

This item has the following implications, as indicated:

## **Risk management**

If the recommended work is not undertaken, the risk would be managed by further regular reactive maintenance to 'patch' the problems. However, in some cases, further deterioration of the building fabric or discontinued components would result in closure of parts of, or the whole school, until significant emergency repairs could be undertaken.

Due to the nature of building maintenance works, the full extent of repairs required may not be apparent until the building infrastructure is exposed, which may result in the need to undertake additional work and therefore increased project costs. Furthermore, there may also be additional severe condition related projects that come to light, and it is recommended therefore that a contingency fund is retained to be approved and managed by the Asset Management Service. This contingency figure is included in the overall programme value.

It should be noted that this programme does not address all condition works required in the Lancashire schools building portfolio. The programme has been prepared in conjunction with the Design and Construction Service and all Priority 1 works have been further prioritised to address schools with the greatest need within the anticipated funding allocation.

The current economic conditions also pose a further risk to delivery of this programme. Restricted material and labour availability has significantly increased costs within the construction industry and anticipated increases have been included within this programme.

## **Financial**

The Department for Education is yet to announce the 2023/24 schools condition grant allocation. Based on allocations in the previous two years, it is anticipated that the



county council will receive approximately £14.000m, and this has been built into the proposed capital programme for 2023/24, which is referred to in the Money Matters Quarter 3 2022/23 report elsewhere on the agenda.

The Department for Education School Condition allocations were as follows:

- 2020/21 £9.600m confirmed and spent.
- 2020/21 £4.463m additional one off in year allocation was confirmed and is committed to existing projects.
- 2021/22 £14.053m was received. However, the £10.000m programme was approved before the final grant was known leaving £4.053m uncommitted. The 2022/23 programme was set at £17.974m, with the difference being funded by the additional grant from 2021/22.
- 2022/23 £17.974m is confirmed and committed.

The programme in Appendix 'A' will be reviewed if there is a significant variance from the expected amount for 2023/24. The programme is deemed to be Part II as Appendix 'A' contains information relating to information relating to the financial or business affairs of any particular person (including the authority holding that information).

It should be noted that this programme delivery is set to the funding available and does not represent the whole quantum of condition work that could be required to be carried out at Lancashire schools.

Future years grants will be allocated on the same basis to address the highest known priorities at the time.

## **Procurement**

The selection of contractors to undertake the capital works will be carried out in full compliance with the Public Contract Regulations 2015, either through the use of established frameworks or through undertaking a compliant procurement exercise following the county council's Procurement Rules, where appropriate.

## List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

Appendix 'A' - Exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972. Appendix 'A' 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, 2 February 2023

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

**Part I**

Electoral Division affected:  
Preston North;

**Corporate Priorities:**  
Delivering better services;

**Oliver's Place and Pittman Way, Preston - Bus Service Improvement Plans**  
(Appendices 'A' and 'B' refer)

Contact for further information:

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mohamedessa.moosa@lancashire.gov.uk

**Brief Summary**

As part of its Bus Service Improvement Plan, the county council has proposed additional lengths of No Waiting At Any Time on Oliver's Place and Pittman Way, Preston. This report summarises the proposals and provides details of the formal advertising and consultation and officer responses to objections received.

**Recommendation**

Cabinet is asked to approve the implementation by making the Order for additional lengths of No Waiting At Any Time, Oliver's Place & Pittman Way, Preston, as shown on Appendices 'A' and 'B'.

**Detail**

As part of its Bus Service Improvement Plans, the county council has developed proposals for additional lengths of No Waiting At Any Time on Oliver's Place and Pittman Way, Preston.

Due to congestion caused by parked vehicles, since 2016 the operator of bus service no. 23 serving Oliver's Place and Pittman Way has ceased operating services in both directions. Instead, a one-way clockwise loop of Oliver's Place and Pittman Way now operates. This reduction in route distance is designed to provide additional running time for services to mitigate the effect of the congestion

encountered. This change in operation does however have a negative impact on bus passengers as it makes the service provided less convenient. Stops on the anti-clockwise loop are no longer served, with the return service instead travelling via Eastway.

The proposed No Waiting At Any Time restrictions will complement those already in place on other lengths of Pittman Way and Oliver's Place, ease traffic flow and increase reliability of bus services. The bus operator believes this proposal, alongside others on route no. 23, will reduce journey times such that a two-way service can be reinstated around Pittman Way and Oliver's Place.

## Consultations

The No Waiting At Any Time restrictions were advertised and consulted upon commencing 25 November 2022 for a 4 week period. The comments received are summarised below.

The county councillor for the electoral division concerned and Lancashire Constabulary were consulted and raised no objections.

Preston Bus offered support for the proposals, citing issues such as reducing congestion and improved service reliability.

The owner of an adjacent business park objected to the proposals. A summary of the issues raised is as follows:

- The companies that occupy the business park, employ 200 staff but the car park only accommodates 80 vehicles. Car parking restrictions on both sides of Oliver's Place will lead to staff looking for parking on Caxton Road where spaces are not always available and will cause huge difficulties for staff.
- A lot of employees live in areas where the bus connections to Fulwood are very poor.
- Amending the proposal to have No Waiting at Any Time on the southern side of Oliver's Place only would be a workable solution which should mitigate the issues the buses are facing, without causing huge disruption to many employees.

In response officers advise that, whilst the reduction in on-street parking may cause some inconvenience, in this instance the priority is considered to be reduction in congestion caused by parked vehicles, thereby allowing for improved bus services. The businesses concerned may wish to consider implementation of Workplace Travel Plans. These are designed to encourage efficient and environmentally friendly methods for travelling to work, such as car sharing, walking, cycling and use of public transport, thereby reducing the need for on-site parking.

The carriageway on Oliver's Place is approximately 7.1 metres wide. Allowing vehicles to park on the north side as suggested, would leave a remaining road width of approximately 4.9 metres. This is insufficient to allow two-way traffic, including

buses, to operate safely and efficiently past parked cars. The desired reduction in traffic congestion would therefore not be achieved.

Whilst the issues raised in the objection are understandable it is suggested that they do not outweigh the importance of seeking to re-instate the two-way bus service at this location and Cabinet may consider it appropriate that the Order be made.

### **Implications:**

This item has the following implications, as indicated:

### **Risk management**

Without the additional No Waiting At Any Time on Oliver's Place and Pittman Way, it is likely vehicles will continue to park in the carriageway resulting in continued congestion and delays to bus services.

### **Financial**

The estimated cost of the proposals detailed in this report is £27,000 to be funded from the county council's successful Bus Service Improvement Plan bid to the Department for Transport.

### **Legal**

The proposals detailed in this report would be implemented under the Road Traffic Regulation Act 1984.

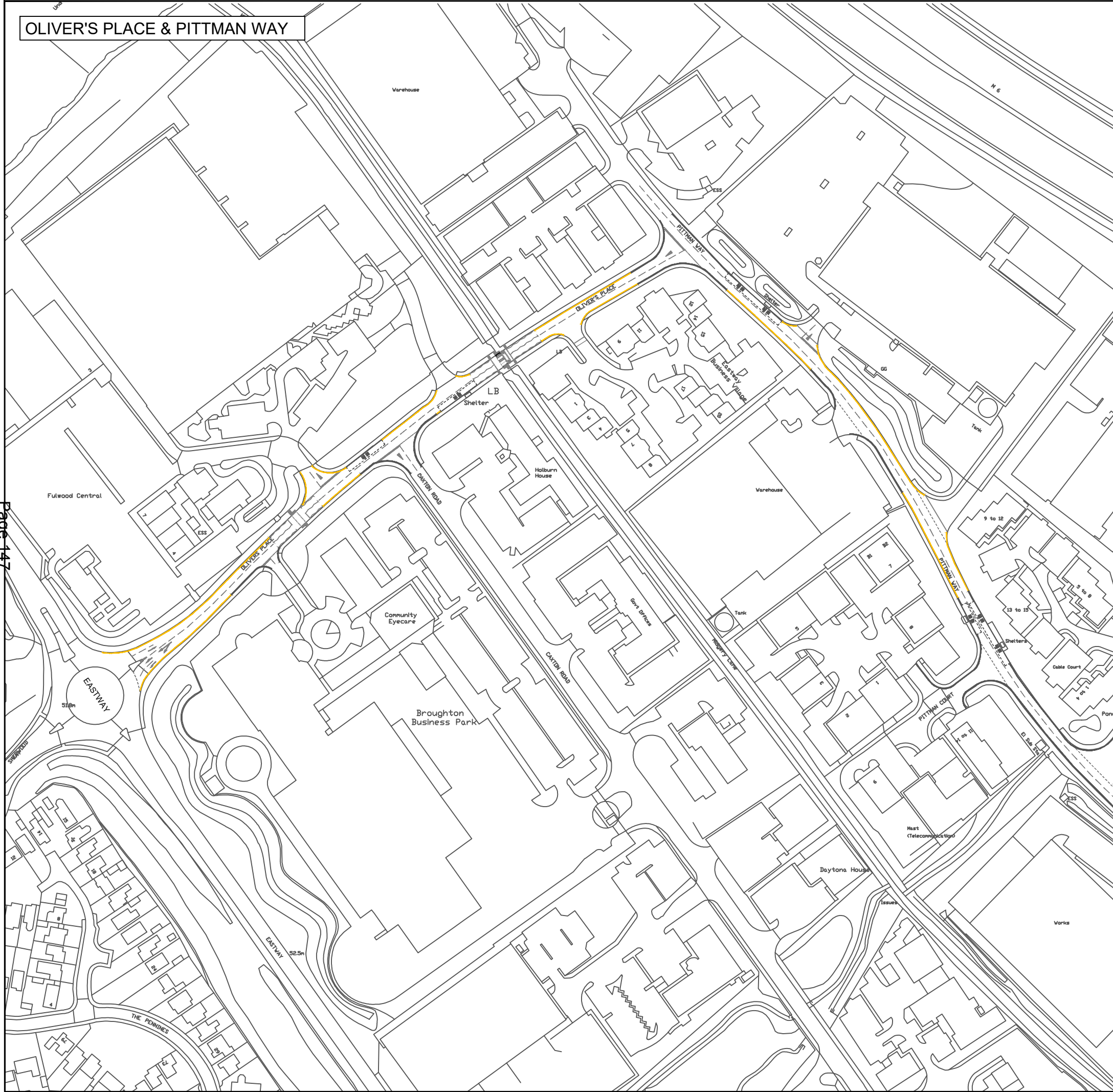
### **List of Background Papers**

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








OLIVER'S PLACE & PITTMAN WAY



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KEY

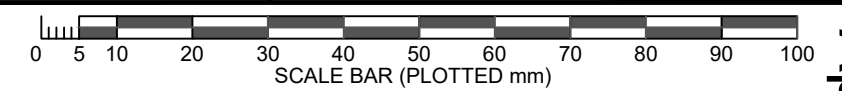
-  Existing No Waiting At Any Time
-  Proposed No Waiting At Any Time
-  Existing Bus stop

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No.	DATE	AMENDMENT DETAILS	CHECKED BY	DRAWN BY
REVISIONS				



Design and Construction



PROJECT TITLE			
LANCASHIRE COUNTY COUNCIL BSIPS BUS SERVICE IMPROVEMENTS			
DRAWING TITLE			
UR8 OLIVER'S PLACE, PITTMAN WAY, PRESTON NO WAITING AT ANY TIME			
DRAWN BY	EM	CHECKED BY	DD
PPMS No.	13245	DATE	NOV 2022
DRAWING No.	UR8-002	SHEET No.	1 of 1
SCALE @ A3	1:2000	REVISION	X
ISSUE PURPOSE			
CONSULTATION			

Appendix A



1. Revoke the following:
  - a) The "Lancashire County Council (Preston Area) (On Street Parking Places, Prohibition and Restriction of Waiting) Consolidation Order 2009" insofar as it relates to Items (330)a), (330)b)(i), (330)b)(ii) and (330)c) of Schedule 10.01;
  - b) The "Lancashire County Council (Pittman Way and Meadowfield, Fulwood, Preston City) (Prohibition and Restriction of Waiting) Order 2009" insofar as it relates to Item i) of Schedule 1;
  - c) The "Lancashire County Council (Olivers Place, Caxton Road and Pittman Way, Preston, Preston City) (Prohibition of Waiting) Order 2012" insofar as it relates to the following items in the Schedule:
    - i. Items 1., 2. and 3. in Olivers Place;
    - ii. Item 1. in Pittman Way.
2. Introduce a prohibition of waiting in the following lengths of road:
  - a) Olivers Place, Preston, both sides, from its junction with Pittman Way to its junction with Eastway;
  - b) Pittman Way, Preston, both sides, from a point 20 metres north west of its junction with the centreline of Olivers Place to its junction with Eastway.



**Report to the Cabinet**

Meeting to be held on Thursday, 2 February 2023

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

**Part I**

Electoral Divisions affected:  
Preston Central West; Preston  
City;

**Corporate Priorities:**  
Protecting our environment;

**Transforming Friargate North and Ring Way - Various Orders and Approvals**  
(Appendices 'A' - 'E' refer)

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**Brief Summary**

This report outlines proposals to make five traffic regulation orders, a speed limit order, approve clearways and speed cushions and introduce zebra crossings and other measures as part of the Transforming Cities Fund project. The aim of the project is to improve the local amenity of Friargate, creating improved linkage of the city across Ring Way and encourage increased bus use, walking and cycling into and around Preston City Centre. Consultation and formal advertising have taken place and a summary of objections received are contained within the report.

**Recommendation**

Cabinet is asked to approve the following, as set out in full in the draft orders and proposals at Appendix 'D':

- (i) The making of five Road Traffic Regulation Orders providing for new and existing prohibitions and restrictions on the various lengths of road within Preston City areas as detailed within this report and as set out in the Draft Orders at Appendix 'D', save for:

- a. Provision (b) in Schedule 4 of the Road Traffic Regulation Act 1984  
Lancashire County Council (Corporation Street Area, Preston, Preston

City) (Revocations and Various Moving Restrictions) Order 202\* being one way traffic restriction (except pedal cycles) on Heatley Street which said provision be abandoned.

- (ii) The approval of the introduction of bus stop clearways on Corporation Street.
- (iii) The approval of the introduction of speed cushions on Wellfield Road and Ashton Street.
- (iv) The approval of the removal and introduction of bus stop clearways on Ring Way.
- (v) The removal of bus stop clearways on Friargate.
- (vi) The removal of a pedestrian crossing on Friargate.
- (vii) The making of Road Traffic Regulation Act 1984 Lancashire County Council (Orchard Street Areas, Preston, Preston City) (Revocation, Prohibition of Driving and One Way Traffic) Order 2023.
- (viii) The making of Road Traffic Regulation Act 1984 Lancashire County Council (Friargate North Area, Preston, Preston City) (20mph Speed Limit) Order 2023.

## Detail

The Transforming Cities Fund project aims to enable more people to leave the car at home and increase opportunities to catch the bus, walk and cycle, fundamentally changing the way we travel into and around the Friargate and Ring Way area of Preston. The package of proposals ('a' - 'l' below) also looks to encourage the flow of people between the University and the Harris Quarter, reconnecting the city to provide a joined-up shopping and leisure experience.

Construction works are ongoing and traffic regulation orders and other proposals, described below, are proposed to work in unison with these to achieve the project aims. Appendices 'A' to 'C' show these proposals on street plans.

For the purpose of this report, Friargate North refers to the section of Friargate between Ring Way and the university. Friargate South refers to the section of Friargate between Ring Way and the Flag Market.

- a. The making of a Road Traffic Regulation Order implementing various moving restrictions, in the Corporation Street area, as attached at Appendix 'D' save for provision (b) in Schedule 4 namely one way traffic restriction (except pedal cycles) on Heatley Street - refer to Appendices 'A', 'B' and 'D'.

Because of amendments to the layout of Friargate North and proposed traffic orders (refer to item e. below) buses which previously used Friargate North will be required to use Corporation Street on north-south routes to and from the city centre. To improve the flow of buses and encourage their greater use, it is proposed to create a



length of bus only lane, except cycles and taxis, on Corporation Street in both directions between Heatley Street and Marsh Lane. This would prohibit private vehicles, reducing traffic levels and making cycling safer and more attractive on this route from UCLan towards Ring Way, the rail station and beyond. New cycle crossings have been constructed at the junction of Corporation Street and Ring Way to facilitate this route, together with access to the new segregated cycle track on Ring Way.

Without additional measures, prohibited traffic will divert to local roads to bypass the bus only lane, placing excessive traffic on unsuitable roads. This traffic would then join Corporation Street at its junction with Heatley Street and proceed to Ring Way, causing congestion at these points and reducing the benefit of the bus only lane by causing delay and reducing the appeal of public transport.

To mitigate against this outcome one way traffic is proposed on Bowran Street and Mount Pleasant southbound, from Marsh Lane to Heatley Street. A section of one way (except cycles) on Heatley Street, eastbound from Ladywell Street to Chandler Street, was also proposed and consulted on. Based on consultation feedback it is proposed that this part of the Order is not to be introduced and Cabinet is requested to approve the making of the Road Traffic Regulation Act 1984 Lancashire County Council (Corporation Street Area, Preston, Preston City) (Revocations and Various Moving Restrictions) Order 2023 in part namely all provisions set out in the proposed Order in Appendix 'D' save for the Provision (b) in Schedule 4 being one way traffic restriction (except pedal cycles) on Heatley Street which said provision be abandoned.

Instead of the Heatley Street provision, a short section of one way, except cycles, is going to be proposed southbound on Ladywell Street to seek to achieve the same outcome and will be consulted on shortly.

The parts of the Order providing for one way traffic have been planned to ensure access is maintained to all business and properties, albeit some with reduced flexibility to the direction of approach and exit.

The existing one way order on Marsh Lane is proposed to be reversed to run westbound, from Corporation Street to Friargate North. This would provide a route for vehicles to exit Corporation Street before entering the bus only section and would coordinate with the proposed orders on Friargate North, maintaining access to Marsh Lane at all times. It is proposed to prohibit right turns, except by buses, taxis and cycles, from Marsh Lane onto Corporation Street to prevent prohibited vehicles entering the bus only section at this point. The existing prohibition of right turn from the retail park on Corporation Street is proposed for revocation as the reduced traffic flow through the area would make the manoeuvre safe and traffic needs to be able to access Ring Way to exit the area if the proposed bus lane is introduced.

A comprehensive network traffic model has been developed to identify future traffic movements should the proposed movement orders be introduced. This identified that traffic seeking to find alternative north-south routes to Corporation Street and Friargate North would use Pedder Street, Maudland Bank and Leighton Street to access Marsh Lane and proceed to Ring Way via Ladywell or Bowran Street. The model, which has been developed and verified to Department for Transport

guidance, shows peak-hour flows of 400 vehicles per hour north to south on this route. This volume of traffic is not appropriate for these residential streets. Furthermore, the route would allow vehicles to bypass the proposed bus gate on Corporation Street and provide a cut-through from Strand and Fylde Roads to Ring Way, reducing the benefit of the bus only street by increasing traffic at the Ring Way junction of Corporation Street. This would also be counter to the project aim of directing traffic to main arterial routes. A similar prohibition or restriction to traffic in the opposite direction on Maudland Bank/Leighton Street is not required as the proposed parts of the Order providing for one way traffic on streets parallel to Corporation Street remove the potential to cut through from south to north between Ring Way and Fylde Road.

- b. The approval of the introduction of bus stop clearways on Corporation Street (Appendix 'D' refers)

Bus services no longer operating on Friargate North will instead use Corporation Street. It is proposed to introduce two bus stop clearways, one northbound and one southbound, both within the proposed bus only section of the street, to ensure clear, safe and unhindered access to new bus stops.

- c. The approval of the introduction of speed cushions on Wellfield Road and Ashton Street Appendices 'B' and 'D' refer)

Ashton Street and Wellfield Road form a link north-south between Fylde Road and Ring Way which drivers may choose as an alternative to other prohibited routes. Ashton Street and large sections of Wellfield Road are residential and any significant increase in traffic should be discouraged. Their relatively straight and long nature could also encourage excessive speed. To discourage their use as a north-south alternative to Strand Road and reduce traffic speed, thereby increasing safety in the neighbourhood, it is proposed to introduce speed cushions along the length of the roads.

- d. The approval of the removal and introduction of bus stop clearways on Ring Way (Appendix 'D' refers)

It is proposed to remove the existing eastbound bus stop clearway on Ring Way, at its junction with Tenterfield Street, and to introduce a new bus stop clearway adjacent to the new pedestrian crossing at the junction of Friargate. This will provide a bus stop closer to the city centre's main facilities, reducing walking distances for most users, connecting to the pedestrian throughfare of Friargate and thereby increasing the appeal of the bus service.

- e. The making of Road Traffic Regulation Act 1984 Lancashire County Council (Various Roads, Friargate Area, Preston, Preston City) (Revocation, Prohibition of Driving and One Way Traffic) Order 2023 (Appendices 'A' and 'D' refer)

To support the overall project aims, a traffic regulation order is proposed which will prohibit all traffic except cycles from Friargate North, between Union Street and Ring Way, in parallel with the construction of a new pedestrian and cycle crossing of Ring Way at its intersection with Friargate. On Friargate North, it is proposed to prohibit traffic except cycles between Union Street and Marsh Lane, outside limited servicing



hours (6am – 10am). These sections of the Order would create a traffic-free area throughout the main shopping and leisure hours, enhancing the area and increasing safety, encouraging more active travel throughout. The same prohibition of traffic except cycles outside servicing hours is proposed on Union Street, Hill Street and Heatley Street, on their approaches to Friargate, beyond the last available turning point.

Union Street is very narrow along its full length, and it is considered necessary to limit the number of vehicles accessing this road for the safety of all users. It is therefore proposed that Union Street, excluding the section described above, be subject to a prohibition of driving except for access and cycles at all times.

The current street scene improvement works on Friargate North create a pedestrianised environment, with no upstand kerbs and zoning for pedestrians and vehicles, indicated by changes in paving type. Significant widening of the corridor adjacent to shop fronts creates space for outdoor seating and leisure. The remaining central strip, demarked for vehicles and cycles, is narrower than the existing carriageway and is sized to accommodate service vehicles one way from south to north and southbound contraflow cycles, between Union Street and Market Street West. The adjoining Union Street, Hill Street and Heatley Street are proposed to be one way over their final lengths to prevent vehicles leaving Friargate at these junctions, instead directing them all north towards Market Street West or Adelphi to leave the area.

- f. The making of Road Traffic Regulation Act 1984 Lancashire County Council (Friargate Area, Preston, Preston City) (Revocation and Various Parking Restrictions) Order 2023 (Appendices 'C' and 'D' refer)

The change in physical layout of Friargate North and proposed prohibition of vehicles will require revocation of existing parking and waiting orders on the street. Traffic regulation orders propose the prohibition of waiting and loading along its full length between Ring Way and Walker Street except in marked bays. To facilitate servicing of businesses during the proposed limited access period, four goods loading bays are proposed between Union Street and Edward Street. Between Marsh Lane and Walker Street, existing limited waiting bays will be retained with additional orders proposed to operate these as taxi stands from 7pm – 8am, replacing bays displaced further south on Friargate North. Similarly, a taxi stand is proposed on Heatley Street opposite its junction with Seed Street.

Prohibition of waiting and loading is proposed on Hill Street, Heatley Street, Marsh Lane and Edward Street on their approaches to Friargate North to prevent businesses from using these lengths to unload outside of the proposed business servicing hours, maintaining clear and safe movement of vehicles, pedestrians and cycles.

- g. The removal of bus stop clearways on Friargate (Appendix 'D' refers)

Bus services will no longer run on Friargate North, and it is proposed to revoke the four existing bus stop clearways.

- h. The removal of a pedestrian crossing on Friargate (Appendix 'D' refers)



Due to the proposed change in nature and traffic use of Friargate North it is proposed that the existing pedestrian crossing of Friargate North be revoked as it will no longer be required.

- i. The making of Road Traffic Regulation Act 1984 Lancashire County Council (Orchard Street Area, Preston, Preston City) (Revocation, Prohibition of Driving and One Way Traffic) Order 2023 (Appendices 'A' and 'D' refer)

To provide continuity to the pedestrian and cycle link of Friargate across Ring Way, a prohibition of driving except by cycles is proposed on Friargate South, from the end of the shop fronts to Ring Way, across the length of the Peace Garden. The closure of this access to Ring Way requires the existing one way order on Orchard Street to be reversed in direction, to run north-easterly from Friargate to Market Street, to retain accessibility. To maintain access to shops and waste collections on the length of Friargate between Orchard Street and the proposed prohibition of driving at the Peace Garden, the existing one way order on this length is to be revoked and 2-way traffic permitted.

- j. The making of Road Traffic Regulation Act 1984 Lancashire County Council (Fleet Street, Preston, Preston City) (Revocation and Various Parking Restrictions) Order 2023 (Appendix 'D' refers)

Fleet Street, between Fox Street and Lune Street, currently has a parking bay divided into lengths of limited waiting and goods loading. It is proposed to amend these bays by introducing taxi stand provision along the full length from 8pm – 8am in addition to the existing waiting and loading restrictions.

The taxi stands are proposed at this location as it provides good access to Ring Way from the area, via Lune Street, and replicates stands which are lost on Friargate adjacent to Union Street, thereby maintaining provision for drivers and passengers in the area.

- k. The making of Road Traffic Regulation Act 1984 Lancashire County Council (Friargate North Area, Preston, Preston City) (20mph Speed Limit) Order 2023 (Appendix 'D' refers)

To encourage increased active travel through the Friargate North and Corporation Street areas it is proposed to introduce a 20mph speed limit across the area, between Ladywell Street to the west, Friargate North to the east, Ring Way to the south and Edward Street to the North. This will join with the existing University area 20mph zone, creating an expanded low speed neighbourhood and increasing pedestrian, cyclist and vulnerable user safety in the area to encourage active travel.

- l. The introduction of pedestrian (zebra) crossings of the cycle track on Ring Way (Appendix 'D' refers)

The proposed bus stop clearway in proposal d. would be accessed by crossing the new segregated cycle track from the northern footway, adjacent to the Grey Friar public house. To increase safety for users making this crossing it is proposed to

introduce two zebra crossings giving priority to pedestrians over cyclists at boarding and disembarking points.

## **Consultations – Objections received**

Advertising and consultation regarding the proposals took place between 4 November and 2 December 2022. The public had access to supplementary documents on the project website (Appendices 'A' and 'B' refer) which sought to provide a complete overview of proposals by area.

A total of 65 responses were received. Proposals which received objections or suggested amendments have been detailed below for each of the proposals 'a' to 'l' following the notation used above. Due to the number of responses received, these have been summarised by objection and collated with officer responses provided. Individual objections are included in full in Appendix 'E'.

Proposals b, d, f, g, h, i, k and l (see above) received no objections but remain part of the overall scheme. Lancashire Constabulary and United Utilities responded with no objections to any of the proposals.

Proposal a. The making of a Road Traffic Regulation Order, various moving restrictions, in the Corporation Street area, as attached at Appendix 'D' save for provision Schedule 4.b) namely one way traffic restriction (except pedal cycles) on Heatley Street -

25 separate responses were received, two of which were representations from Councillors on behalf of residents and one of which was a petition signed by local residents. These are summarised below.

(i) 1 member of the public supported the proposal with a suggested amendment, as follows:

- I live in Brunel Court and if the one way section in Heatley Street were introduced the new route l, the other residents and staff at the retail park would need to take would be a 0.7 mile detour with associated increase in traffic. I completely agree with this new one way road, however, suggest that the one way section be relocated to Ladywell Street.

Officer response: The suggested alternative one way section from north to south on Ladywell Street will prevent bypassing of the bus gate as effectively as the proposed west to east one way section on Heatley Street. Relocating will benefit residents of Brunel Court as well as staff and delivery vehicles to the retail park entrance on Heatley Street by allowing access to and from Ring Way via Heatley Street and Corporation Street. The disbenefit of this alternative is that vehicles leaving Ladywell Halls would not be able to exit northbound on Ladywell Street. Two-way access is maintained though via their access on Heatley Street.

Considering this suggestion in parallel with feedback from businesses who would like to maintain 2-way use of Heatley Street for access to the business park servicing yard, see a. iii) below, it is recommended the proposed one way section from west to east on Heatley Street between Ladywell Street and Chandler Street

is not progressed. The alternative proposal of a one way section north to south on Ladywell Street between UCLan's exit and Heatley Street would be advertised and consulted on in due course.

(ii) 1 business submitted an adverse comment, as follows:

- The scheme will cause an increase in traffic using Edward Street as a rat run which would cause serious problems for deliveries to my business due to limited width to pass.

Officer response: The proposed traffic orders will not result in Edward Street being a more convenient route between any origin-destination points than at present. The bus only section on Corporation Street, together with other prohibitions in the area, should reduce overall traffic in the neighbourhood, including on Edward Street. The issue of parking for this business was considered as part of the recent UCLan project. Drop kerbs to facilitate loading with adequate passing width were provided to this end and are considered suitable for ongoing use.

(iii) 1 member of the public and 3 businesses objected to the proposal with comments, as follows:

- Businesses in the retail park on Corporation Street advise that their goods vehicles access in and out from Heatley Street and that entry from Ladywell Street only would restrict vehicle size and impact operations.

Officer response: See item a. (i) – the proposed one way section on Heatley Street should not be progressed and an alternative one way section on Ladywell Street be consulted on to maintain 2-way traffic on Heatley Street for access to the service yard.

(iv) 1 business objected to the proposal with comments, as follows:

- The proposed closure of Corporation Street to all but buses between Heatley Street and Marsh Lane seems to be of no use. The many cars that now come up Marsh Lane and turn right onto Corporation Street will use Mount Pleasant and Heatley Street as a rat run, adding to an already chaotic situation at the junction with Corporation Street leading to accidents.

Officer response: The length of bus lane, except cycles and taxis, between Heatley Street and Marsh Lane will prioritise sustainable, public transport routes to the city centre and encourage a modal shift from private vehicles.

Traffic modelling with the proposed traffic regulation orders introduced does not show a significant increase in traffic on Mount Pleasant and Heatley Street. A one way section on Maudland Bank, removing a major through route from Fylde Road to Ring Way, is proposed to ensure this, see item d. below. The junction of Heatley Street and Corporation Street was very busy at the time of consultation due to various temporary diversions and road closures during the construction works on Ring Way and Friargate.



(v) 1 business objected to the proposal with comments, as follows:

- I am concerned about vehicle access for loading and unloading to our premises on Corporation Street within the section of bus only street. We need occasional vehicle access, to be able to load and unload supplies / materials. There are now double yellow lines up the kerb, which I understand means no loading or unloading at any time. We do use off-street parking in Marsh Lane for tradesmen parking and the vast majority of deliveries, however we have a small number of bulky, heavy deliveries which need to be from Corporation Street. Can you please provide assurance that a small number of such quick, occasional deliveries can be accommodated, to enable us to continue to run our business?

Officer response: No waiting and no loading at any time restrictions were consulted on and introduced for the length of Corporation Street as part the UCLan project 2 years ago. The markings relating to these restrictions were introduced 1 year ago at the same time as the construction works on Corporation Street. The no loading at any time order prohibits any loading from Corporation Street to maintain a free flow of traffic. The junction of Marsh Lane with Corporation Street has been realigned to allow improved access and loading from this location. This has been explained to the business operator who advises that they can and will continue to operate in this manner.

(vi) 3 members of the public objected to the proposal with comments, as follows:

- The whole redesign of the Ring Way project in Preston is only going to add to the already heavily congested Ring Way. Closing a section of Corporation Street to allow only buses or taxi at a certain point, means that for those heading to and from those parts of the city, that use these routes, (Cottam, Ashton & Ingol in particular) are forcibly having to take a longer route in their cars and vans, thus impacting the environment further. These proposals add to journey times at already congested times, environmental impact again. People who work in the city with caring responsibilities are not always able to cycle into the city. The scheme is cutting down options and essentially cutting people off from the city centre!
- The proposals push traffic to Strand Road which is at saturation already. An accident will block routes for public vehicles, emergency services and taxis.

Officer response: The project aims to encourage and enable more people to leave the car at home and increase opportunities to catch the bus, walk and cycle, fundamentally changing the way we travel into and around the Friargate and Ring Way area of Preston. To make these alternatives to private cars more attractive requires the creation of lower traffic routes for free flow of buses and space in the carriageway for pedestrians, cyclists and other vulnerable users. This is achieved by directing traffic to the main arterial routes through and around the city, which will impact drivers and necessitate a change in habits. The scheme includes the installation of new traffic signal infrastructure and control on Ring Way from Corporation Street to North Road to optimise traffic movement. In the event of accidents, emergency services will manage traffic flows, in conjunction with the local authority, as required for the duration necessary.

- It looks like Pedder Street is still going to be a 2-way road, providing a cut-through for traffic wanting to avoid Fylde Road and bringing more vehicles onto the roads which LCC claim are rat runs.

Officer response: The scheme seeks to maintain 2-way traffic where possible to retain existing access routes for residents and businesses. Traffic orders are proposed where traffic modelling indicates a need to manage excessive future traffic rerouting or where necessary to achieve project aims by prohibiting or redirecting traffic. Pedder Street does not fall within either of these categories.

- Why will the Corporation Street bus lane be 24 hours, 7 days when the Fishergate bus lane is only between 11am and 6pm? All vehicles should be allowed to use all bus lanes up to 11am to allow them to get to work or the railway station unhindered. Private hire vehicles should be permitted to use the bus lane in the same way as hackney carriages.

Officer response: Fishergate bus lane is operational during the main shopping hours. The bus lane is not in operation 24-hours so that vehicles can access and use the goods loading bays to service businesses outside these hours.

Corporation Street does not have the same business access and servicing needs and the 24-hour prohibition also avoids driver confusion over prohibition hours. Private hire vehicles are not legally defined as taxis and cannot therefore use the exemptions applied to taxis in traffic regulation orders.

- Taxis, whether Hackney carriage or private hire, are having to pick up seriously ill patients to take them to hospital, often in an emergency situation as there can be long waiting times for ambulances. The quickest route from some locations would be Corporation Street heading towards the university. The proposed bus lane will make some journeys to hospital longer which could have significant consequences.

Officer response: Availability of and waiting times for ambulances is beyond the scope of this report. Emergency service vehicles can use the bus lane when undertaking statutory duties.

(vii) 5 individual members of the public objected to the proposal. 2 County Councillors raised objections on behalf of members of the public and a petition signed by 80 residents raised objections as given below, but in the main part to removal of bollards on Maudland Bank, which were not included in the orders proposed. Their comments as follows:

- We cannot see the logic in proposing a one way section South to North over the very short bridge section of Maudland Bank, between its junctions with Pedder Street and Maudland Bank. The majority of traffic travels South to North already and the introduction would isolate the residents of Maudland Bank, Tuson Drive and St Walburge Avenue who use the route to access the centre and south of Preston. The alternative route would add approximately 0.5 miles to journeys from this neighbourhood, adding to pollution and increasing traffic on Fylde Road, Strand Road and Ring Way which are already at capacity. We suggest that the situation is monitored once the

scheme is completed to assess the need for this one way section rather than basing it on traffic modelling data.

Officer response: Officers have met with Councillors and written to residents in the neighbourhood to confirm that the bollards on Maudland Bank, prohibiting through traffic to Fylde Road, will remain and explaining the rationale of the proposed one way order.

The traffic model has been tested, verified and developed to identify future traffic movements with introduction of the various traffic orders. It shows that traffic on north-south routes to the city centre will divert from prohibited routes to Pedder Street, Maudland Bank and Leighton Street to access Marsh Lane and Ring Way from Fylde Road. The model shows peak hour southbound flows on this route of 400 vehicles per hour. This substantial increase in traffic is incompatible with the residential nature of the area and the short one way section northbound from Maudland Road to Pedder Street is proposed to remove this bypass and divert traffic to main roads – maintaining safety and preserving the residential character of the area. Not introducing the prohibition at the same time as the other traffic orders would leave a through route from Fylde Road to Ring Way via Marsh Lane and Bowran Street to Corporation Street. The very high number of vehicles which the model shows would use this route would create congestion around Heatley Street and Corporation Street through to Ring Way, preventing the free movement of buses and reducing safety on streets which are not suited to this level of traffic.

(viii) 1 member of the public objected to the proposal with comments, as follows:

- The one way section on Maudland Bank will result in additional traffic needing to turn round when they find out that they cannot turn right at the Maudland Bank end of Pedder Street including large, articulated trucks up to 44 tonnes in an area not suited to this.

Officer response: There is an existing weight limit of 7.5 tonnes on Maudland Bank where it crosses the rail bridge at the end of Pedder Street. Any large vehicles, in excess of 7.5 tonnes, are already prohibited from turning right from Pedder Street to Maudland Bank and the proposed one way order would not lead to any additional large vehicles needing to turn at this point.

(ix) 1 member of the public objected to the proposal with comments, as follows:

- No statement of reason was provided to explain the one way section on Maudland Bank and I object on this basis.

Officer response: A statement of reason was included with the traffic order on the Lancashire County Council website, at the address included in the newspaper and site notices.

Proposal c. The approval of the introduction of speed cushions on Wellfield Road and Ashton Street (Appendix 'B' refers)

(i) 2 members of the public supported the proposal.



(ii) 3 members of the public objected to the proposal with comments, as follows:

- As a resident of Wellfield Road, I don't think the road is overly busy. Adding speed cushions will not impact the use of the road. I need full access to my car, which is parked in permit parking outside my house.

Officer response: If the proposed traffic regulation orders across the network are introduced, it will lead to an increase in traffic on Ashton Street and Wellfield Road. Introduction of speed cushions, as a traffic calming measure, will both deter some drivers from using the route and for those who still choose to use the route, reduce traffic speed through this largely residential area. Following feedback one set of cushions has been repositioned to be clear of permit parking bays, maintaining free and easy access to these.

- This is a bus route with a large industrial estate on Wellfield Road and, as such, is an arterial route, not a rat-run as portrayed. To suggest putting speed humps on this stretch of road is ludicrous. Emergency services would need to go over these speed humps if someone on either road needed an ambulance to transport them to hospital and speed cushions could make this more painful and potentially more dangerous.

Officer response: As above, the wider project traffic regulation orders would lead to an increase in traffic on these residential roads which should be calmed to discourage additional through-traffic and maintain speeds appropriate to the neighbourhood. Emergency services have been consulted and no objections have been raised. The speed cushions are to a commonly used county council configuration and in accordance with Department for Transport recommendations (LTN 1/07) which considers the passage of buses and emergency services, including ambulances, across the cushions.

- We are not convinced of the need for speed cushions and would like other traffic regulation orders to be introduced and the situation monitored to determine their need first.

Officer response: Traffic modelling, using a tested and validated model, shows an increase in traffic on these streets. This, in combination with the long, straight nature of the road in a residential area, requires action to be taken at the outset to manage risk to local residents and motorists by limiting speed and discouraging its use.

Proposal e. The making of (Various Roads, Friargate Area, Preston, Preston City) (Revocation, Prohibition of Driving and One Way Traffic) (Appendix 'A' refers)

(i) One business submitted an adverse comment on the following grounds:

- We have numerous elderly and disabled patients, who are concerned about the lack of ability to drop off in front of the practice. While there are a number of carparks nearby, feedback from our patients is they don't feel safe or secure using them. Access routes to the practice from these car parks are not suitable for elderly or disabled patients and are not wheelchair friendly.





Officer response: For any appointments prior to 10am, customers could be dropped at the business. After 10am, the closest that customers could be dropped off would be on Hill St or Heatley St, close to their junction with Friargate. The civil works on Friargate will create a flush surface across its full width, eliminating kerbs and changes in level across the width of the road and improving accessibility, particularly for those with restricted mobility. For customers wishing to park there are facilities nearby on Hill Street and Heatley Street. Footpaths and junction crossings on Heatley Street are being reconstructed to provide an improved surface for pedestrians, wheelchair users and other vulnerable groups.

Proposal j. The making of (Fleet Street, Preston, Preston City) (Revocation and Various Parking Restrictions)

(i) 1 member of the public objected to the proposal on the following grounds:

- All except one property on Fleet Street have been converted, or are currently being converted, to residential accommodation from first floor up and the proposed taxi rank would lead to disruption and nuisance to residents which seems unreasonable and illogical.
- The adjacent Lune Street is mainly commercial properties, including bars and nightclubs. This is covered by CCTV and monitored by security staff and police. The taxi rank should be located on this street as the disturbance to residents will be less, the location is monitored and policed (unlike Fleet Street which is out of line-of-sight from Lune Street).
- A similar proposal by Preston City Council was rejected for the same reasons in 2009.

Officer response: The proposed taxi stand is sited on Fleet Street to utilise existing loading and waiting bays, which are clear of the carriageway. Introducing a taxi stand elsewhere, for example Lune Street, would require space within the carriageway, reducing width and capacity. Fleet Street also has direct access in and out to Ring Way, for links to main routes to and from the city centre. The police have been consulted and raised no objections to the proposed location. The 2009 proposal was rejected by Preston CC following consideration of 4 letters of objection and 2 letters of concern received in response to the consultation.

## Summary

There were no objections to proposals b, d, f, g, h, i, k and l. It is considered that none of the objections to proposals j, e, c and a cause such concern, save for the Heatley Street one way (where an alternative will be advertised), that the overall suite of proposals cannot be recommended. As a suite of measures they will achieve the aim of improving the local amenity of Friargate, creating improved linkage of the city across Ring Way and encouraging increased bus use, walking and cycling into and around Preston City Centre.

Cabinet is therefore recommended to approve the recommendations set out in the report.



## Implications:

This item has the following implications, as indicated:

### Risk management

#### Legal

The proposals in this report would be implemented under The Highways Act 1980 and the Road Traffic Regulation Act 1984 and under the relevant The Traffic Signs Regulations and General Directions and the procedure followed under their respective legislative provisions.

#### Financial

If the proposed traffic regulation orders, speed limit order and proposals are not introduced, works on Friargate North and at the junction of Friargate and Ring Way will be needed to reinstate the original configuration of the area. This would be needed to allow two-way traffic, amend levels to install a kerb at the carriageway edge and reintroduce a signal-controlled junction at the intersection of the roads. This would have significant time and cost implications. As there has been considerable councillor, public and business engagement at each stage of the development of the design, there also would be considerable reputational damage if the works are reversed.

#### Equality and Cohesion

The proposed traffic regulation orders, speed limit order and other proposals would improve public transport to and from the north of Preston, improving services for users who are either unable to drive or don't have access to private vehicles. They would also remove traffic from roads to and through the city centre, creating safer cycling and pedestrian routes. Furthermore, they would support increased pedestrianisation and linkage from the University to the Harris Quarter, bringing areas of the city together. Not proceeding with the proposals would remove benefits to bus services and downgrade benefits from new cycling and pedestrian infrastructure in the city by not displacing traffic to key arterial routes.

### List of Background Papers

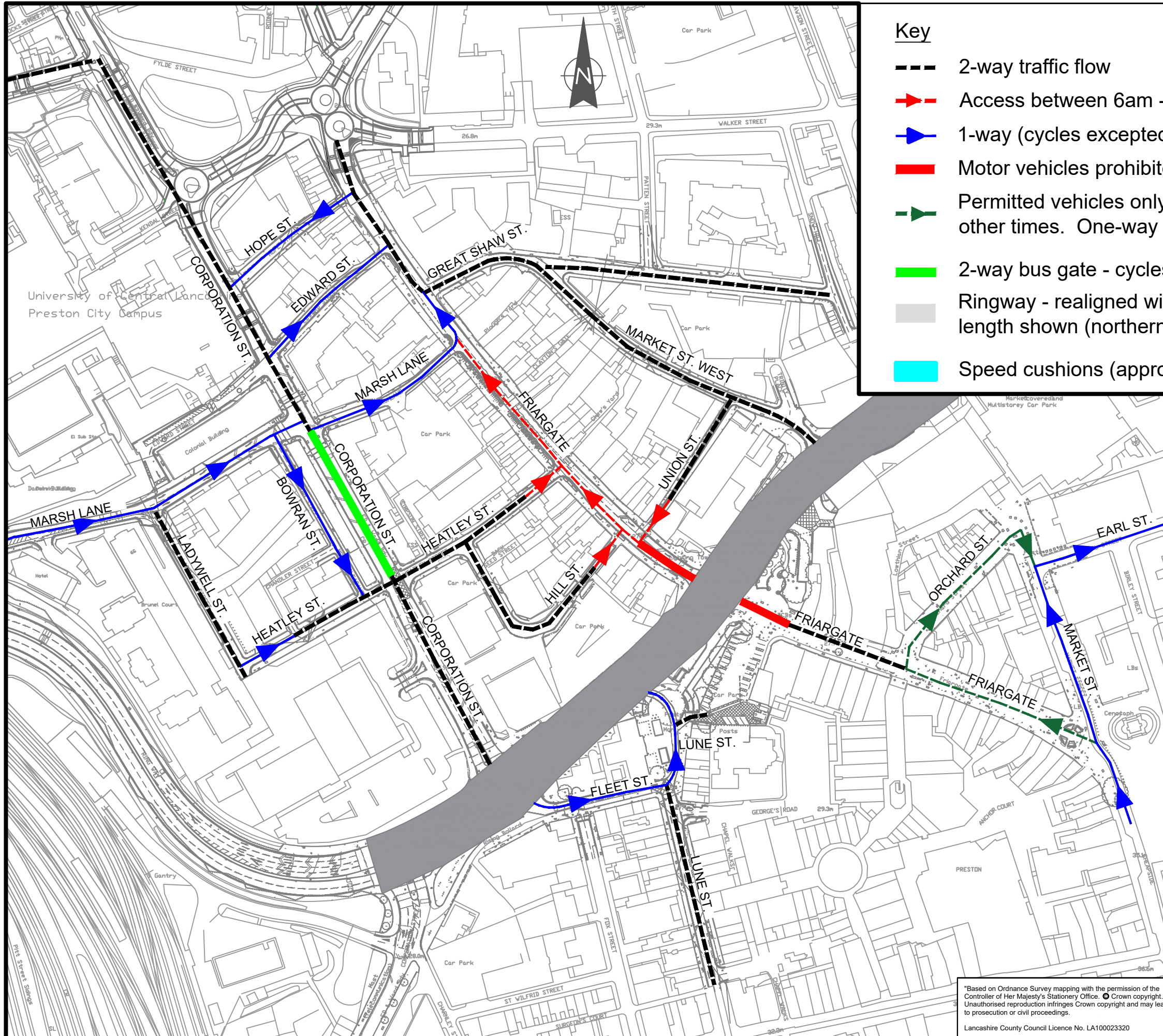
Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A





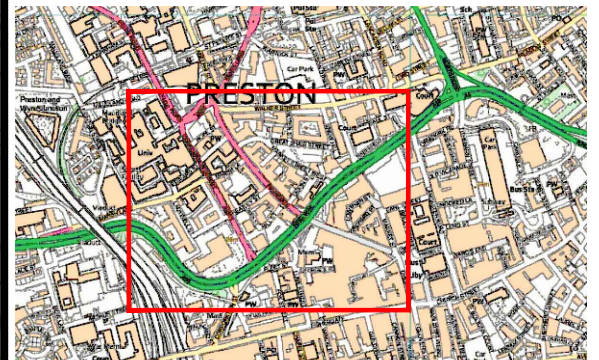
**Key**

- 2-way traffic flow
- Access between 6am - 10am, one-way
- 1-way (cycles excepted in some instances)
- Motor vehicles prohibited
- Permitted vehicles only 9am - 6.30pm, all vehicles at other times. One-way in direction of arrow
- 2-way bus gate - cycles and taxis permitted
- Ringway - realigned with segregated cycle track full length shown (northern side)
- Speed cushions (approx. 70m intervals)

**Notes**

1. This drawing is for information only and summarises the proposed traffic regulation orders (TROs) relating to vehicle movements.
2. Parking and waiting orders are not shown for clarity. For detail of these refer to the full TROs.
3. Only roads adjacent to and included in the proposed works are shown. Existing orders beyond those shown will remain.

**Location**



No.	DATE	AMENDMENT DETAILS	CHECKED BY	DRAWN BY
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**REVISIONS**

	Design and Construction

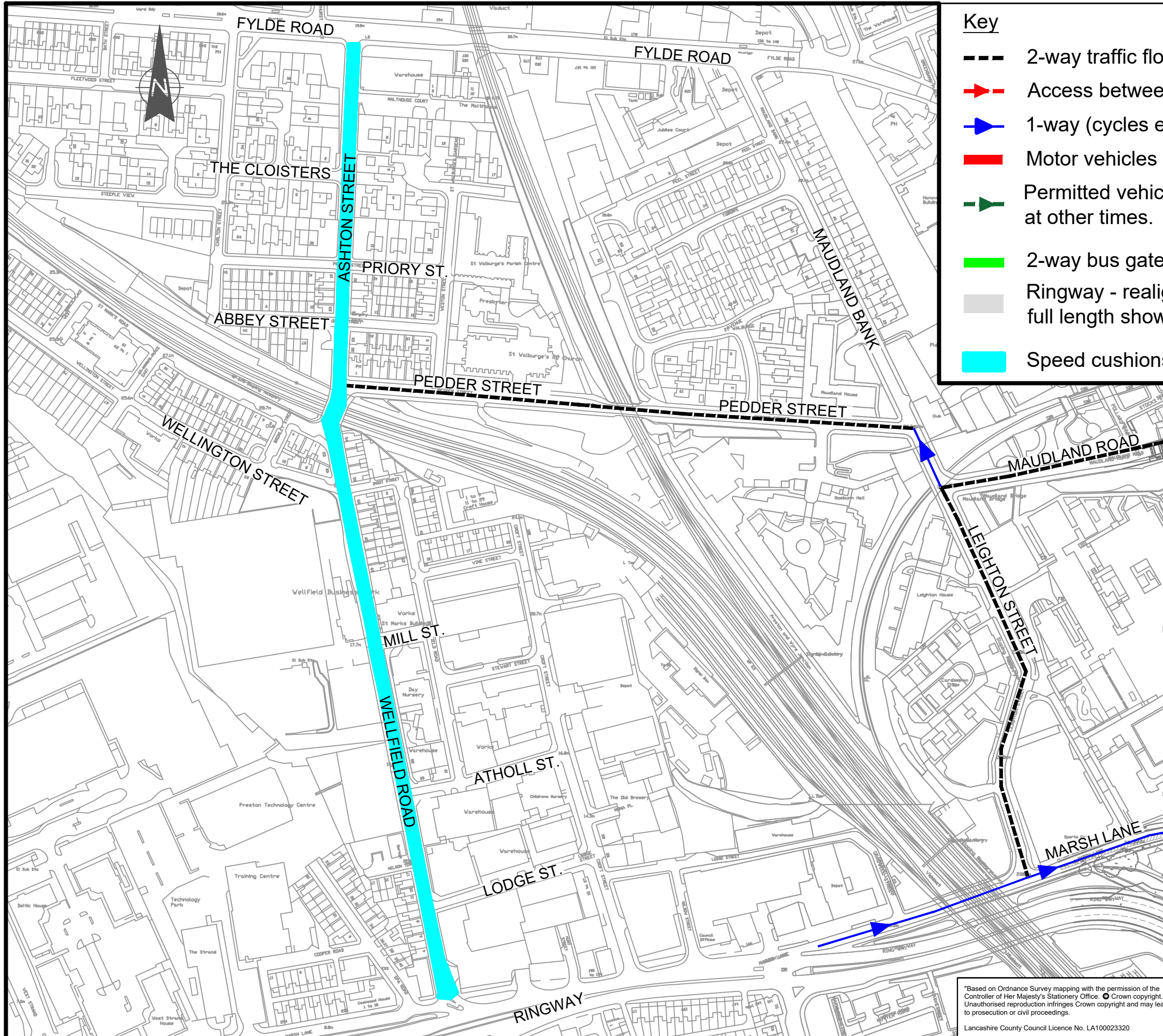
PROJECT TITLE: Transforming Cities Fund Ringway and Friargate

DRAWING TITLE: Traffic Planning Traffic Regulation Moving Orders

DRAWN BY: C Myers	DATE: 02.09.2022
CHECKED BY: C Tetlow	DRAWING No. 10950-SK-TRO-01
PROJECT No. 10950	SHEET No. 1 of 2
SCALE @ A1: 1:1000	ISSUE PURPOSE: For Information

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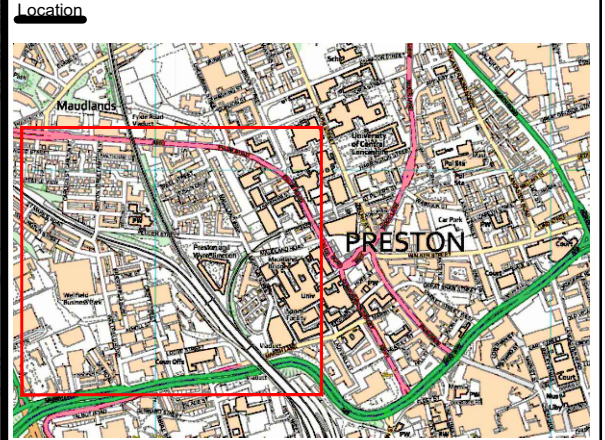


### Key

- 2-way traffic flow
- Access between 6am - 10am, one-way
- 1-way (cycles excepted in some instances)
- Motor vehicles prohibited
- Permitted vehicles only 9am - 6.30pm, all vehicles at other times. One-way in direction of arrow
- 2-way bus gate - cycles and taxis permitted
- Ringway - realigned with segregated cycle track full length shown (northern side)
- Speed cushions (approx. 70m intervals)

### Notes

- This drawing is for information only and summarises the proposed traffic regulation orders (TROs) relating to vehicle movements.
- Parking and waiting orders are not shown for clarity. For detail of these refer to the full TROs.
- Only roads adjacent to and included in the proposed works are shown. Existing orders beyond those shown will remain.

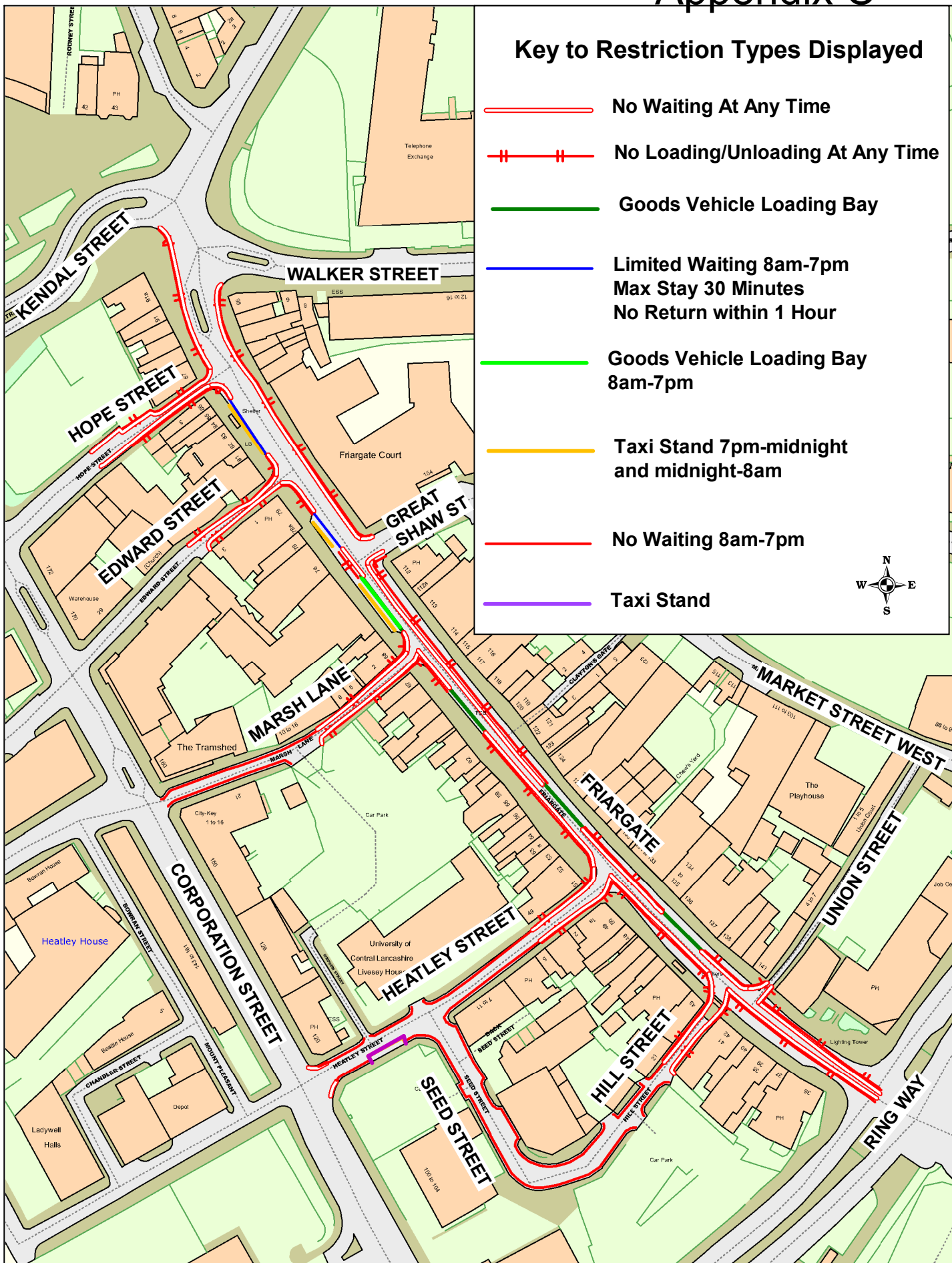


No.	DATE	AMENDMENT DETAILS	CHECKED BY	DRAWN BY
REVISIONS				
		Design and Construction		
PROJECT TITLE Transforming Cities Fund Ringway and Friargate				
DRAWING TITLE Traffic Planning Traffic Regulation Moving Orders				
DRAWN BY	C Myers	DATE	02.09.2022	
CHECKED BY	C Tetlow	DRAWING No.	10950-SK-TRO-01	
PROJECT No.	10950	SHEET No.	2 of 2	REVISION F
SCALE @ A1	1:1000	ISSUE PURPOSE For Information		

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# Appendix C



**Friargate; Hill Street;  
Heatley Street; Narsh Lane;  
Edward Street; Hope Street;  
Great Shaw Street; Union Street,  
Preston**

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

SCALE	<b>1 : 1500</b>
DATE	<b>27/04/2022</b>
DRAWING No.	<b>C-22-23(2)/F-2</b>
DRAWN BY	<b>TJP</b>
	Scale with care as distortion may occur





**ROAD TRAFFIC REGULATION ACT 1984**  
**LANCASHIRE COUNTY COUNCIL**  
**(CORPORATION STREET AREA, PRESTON, PRESTON CITY) (REVOCATIONS AND VARIOUS**  
**MOVING RESTRICTIONS) 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) "**Bus**" means motor vehicles constructed or adapted to carry more than 8 passengers (exclusive of the driver); and Local Buses not so constructed or adapted;
- b) "**Bus Gate**" means a short length of Bus Lane;
- c) "**Bus Only Street**" means a Bus Lane;
- d) "**Bus Lane**" means an area of road that may be used only by Buses (or a particular description of Bus), or only by buses (or a particular description of Bus) and some other class or classes of vehicular traffic as provided for in this Order and includes the terms Bus Gate and Bus Only Street;
- e) "**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;
- f) "**Local Bus**" means a Public Service Vehicle used for the provision of a Local Service not being an excursion or tour as defined in the Traffic Signs Regulations and General Directions 2016;
- g) "**Local Service**" has the meaning given in Section 2 of the Transport Act 1985;
- h) "**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;
- i) "**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;
- j) "**Public Service Vehicle**" has the meaning given in Section 1 of the Public Passenger Vehicles Act 1981;
- k) "**Taxi**" means a Vehicle licensed under section 37 of the Town Police Clauses Act 1847;
- l) "**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 "Borough of Preston (Penwortham By-Pass Extension (Strand Road to Ringway) and Adjacent Affected Streets) (Restrictions and Prohibition of Traffic) Order 1992", as set out in Schedule 1a to this Order, are hereby revoked.
- b) Those parts of the "Lancashire County Council (Marsh Lane, Preston, Preston City) (One Way Traffic Restriction and Contraflow Cycle Lane) Order 2015", as set out in Schedule 1b to this Order, are hereby revoked.
- c) Those parts of the "The County Borough of Preston (Traffic Regulation) Order 1933", as set out in Schedule 1c to this Order, are hereby revoked.
- d) The "Borough of Preston (Corporation Street – No Right Turn) Order 1996" is hereby revoked in full.

## **3. Prohibition of Right Turn (Except Buses, Pedal Cycles and Taxis)**

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 Buses, Pedal Cycles and Taxis, to turn right at the Junction set out in Schedule 2 to this Order.

## **4. One Way Traffic Restriction**

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, to enter or proceed along the lengths of road set out in Schedule 3 to this Order, in any direction other than that specified.

## **5. One Way Traffic Restriction (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 enter or proceed along the lengths of road set out in Schedule 4 to this Order, in any direction other than that specified.

## **6. Bus Only Street (Except Pedal Cycles and Taxis)**

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 other than a Bus, Pedal Cycle or Taxi to be in the Bus Lane set out in Schedule 5 to this Order at any time.

**NB** in accordance with Section 3(2) of the Act, the council is satisfied that for preserving or improving the amenities of the area which the road runs through it is requisite that the provisions of Section 3(1) of the Act should not apply to the restriction herein.

## **7. Exemptions**

Nothing in Articles 3, 4, 5 and 6 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 the removal of any obstruction to traffic.

## **8. Exemptions**

Nothing in Article 6 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 avoid an accident;
- b) a Royal Mail liveried Vehicle engaged in the collection and/or delivery of letters to premises adjacent to the Bus Lane in accordance with the statutory provisions set out in the Postal Services Act 2000;
- c) The Vehicle, to be used for or in connection with:-
- i) building, industrial or demolition operations in or on land adjacent to the Bus Lane or removals from land or buildings adjacent to the Bus Lane if the prior written consent of the Council has been received;
  - ii) the laying, erection, alteration or repair of a sewer, pipe or apparatus for the supply of water, gas, electricity or telecommunications apparatus in or on land adjacent to the Bus Lane; or
  - iii) the maintenance, improvement or reconstruction of the Bus Lane.

## **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. Commencement of Order**

This Order shall come into force on the \*\*\*\*\* 202\* and may be cited as the "Lancashire County Council (Corporation Street Area, Preston, Preston City) (Revocations And Various Moving Restrictions) 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 1a – Revocation**

Item 11. of the First Schedule.

**Schedule 1b – Revocation**

Item a) of Schedule 1.

**Schedule 1c - Revocation**

One way restriction on Edward Street, Preston, for the whole length from west to east.

**Schedule 2 – Prohibition of Right Turn (Except Buses, Pedal Cycles and Taxis)**

Marsh Lane, Preston, from Marsh Lane into Corporation Street.

**Schedule 3 - One Way Traffic Restriction**

- a) Edward Street, Preston, from Corporation Street to Friargate southwest to northeast.
- b) Bowran Street, Preston, from Marsh Lane to Mount Pleasant north to south.
- c) Mount Pleasant, Preston, from Bowran Street to Heatley Street north to south.
- d) Marsh Lane, Preston, from Corporation Street to Friargate west to east.

**Schedule 4 - One Way Traffic Restriction (Except Pedal Cycles)**

- a) Maudland Bank, Preston, from Maudland Road to Pedder Street south to north.
- b) Heatley Street, Preston, from Ladywell Street to Chandler Street west to east.

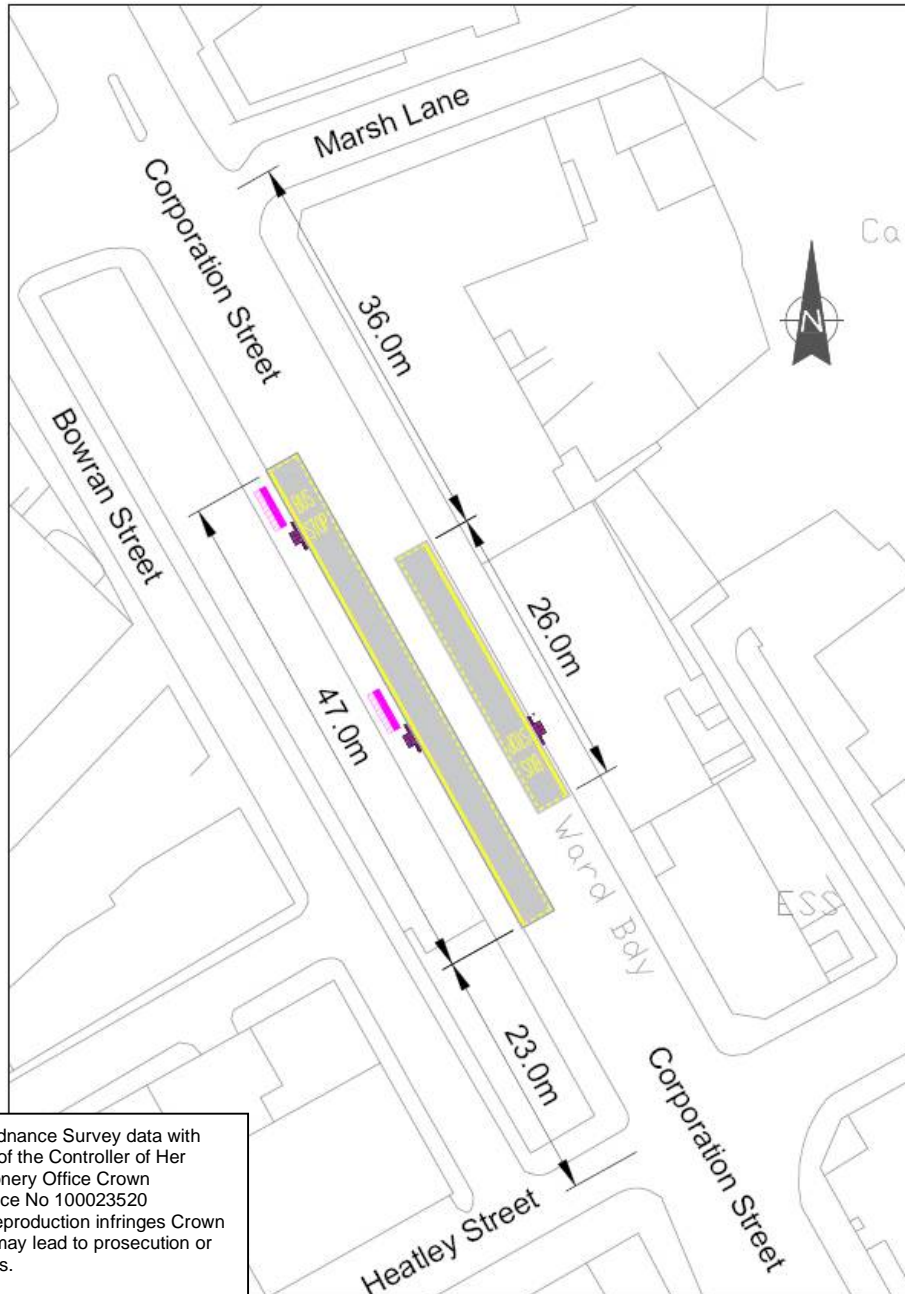
**Schedule 5 - Bus Only Street (Except Pedal Cycles and Taxis)**

- a) Corporation Street, Preston, northbound from Heatley Street to Marsh Lane.
- b) Corporation Street, Preston, southbound from Marsh Lane to Heatley Street.

**NOTICE OF PROPOSAL**  
**LANCASHIRE COUNTY COUNCIL**  
**(CORPORATION STREET, PRESTON, PRESTON CITY)**  
**(INTRODUCTION OF BUS STOP CLEARWAY)**

**NOTICE IS HEREBY GIVEN** that Lancashire County Council propose to introduce a Bus Stop Clearway at any time (the effect of which will be to prohibit the stopping of vehicles) in the following lengths of road:

- Corporation Street, Preston (southbound) the east side, from a point 36 metres south of its junction with the Centreline of Marsh Lane for a distance of 26 metres in a southerly direction;
- Corporation Street, Preston, (northbound) the west side, from a point 23 metres north of its junction with the Centreline of Heatley Street for a distance of 47 metres in a northerly direction.



**Statement of Reasons**

The Bus Stop Clearways will support the free movement of buses in and out of the city centre, to provide improved public transport links for shoppers, visitors, businesses and anyone who lives and works in the city. The proposal provides defined areas for buses to stop within the bus only street.

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 Legal and Democratic Services, Lancashire County Council, PO 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: **LSG4/894.15210/AFR** before the 02 December 2022

**Laura Sales, Director of Corporate Services**  
**04 November 2022**

**NOTICE OF PROPOSAL**  
**ROAD TRAFFIC REGULATION ACT 1984**  
**LANCASHIRE COUNTY COUNCIL**  
**(ASHTON STREET AND WELLFIELD ROAD, PRESTON, PRESTON CITY)**  
**(ROAD HUMPS)**

**NOTICE IS HEREBY GIVEN** that in accordance with Section 90A of the **Highways Act 1980**, Lancashire County Council propose to introduce speed cushions in the following locations:

- a. Ashton Street, Preston, from a point 21.5 metres south of its junction with the Centreline of Malthouse Court for a distance of 3.7 metres in a southerly direction;
- b. Ashton Street, Preston, from a point 15.5 metres north of its junction with the Centreline of Priory Street for a distance of 3.7 metres in a northerly direction;
- c. Ashton Street, Preston, from a point 16 metres south of its junction with the Centreline of Abbey Street for a distance of 3.7 metres in a southerly direction;
- d. Wellfield Road, Preston, from a point 16 metres north of its junction with the Centreline of Ingot Street for a distance of 3.7 metres in a northerly direction;
- e. Wellfield Road, Preston, from a point 46 metres north of its junction with the Centreline of Mill Street for a distance of 3.7 metres in a northerly direction;
- f. Wellfield Road, Preston, from a point 20.5 metres south of its junction with the Centreline of Mill Street for a distance of 3.7 metres in a southerly direction;
- g. Wellfield Road, Preston, from a point 20.5 metres south of its junction with the Centreline of Atholl Street for a distance of 3.7 metres in a southerly direction;
- h. Wellfield Road, Preston, from a point 16 metres south of its junction with the Centreline of Lodge Street for a distance of 3.7 metres in a southerly direction.

The speed cushions will have a maximum height not exceeding 75mm.

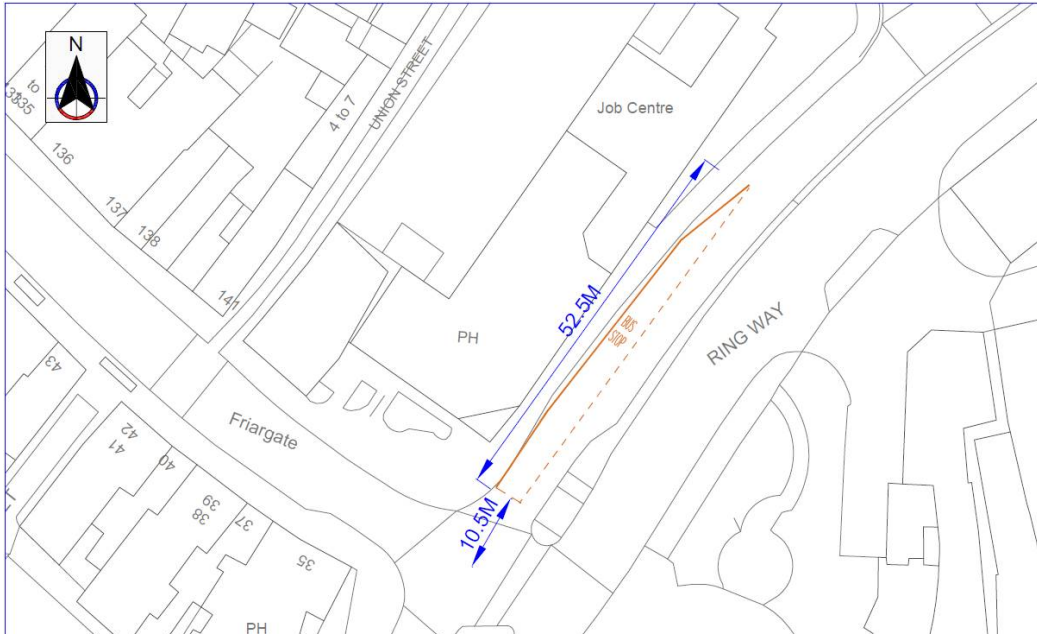
A copy of the relevant notice and plan, indicating the proposal may be inspected during normal office hours at the offices of the Preston City Council, PO Box 10, Town Hall, Lancaster Road, Preston, PR1 2RL and at the offices of The Director of Corporate Services, Lancashire County Council, Christ Church 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.894.15211** before 02 December 2022.

**Laura Sales, Director of Corporate Services**  
**04 November 2022**

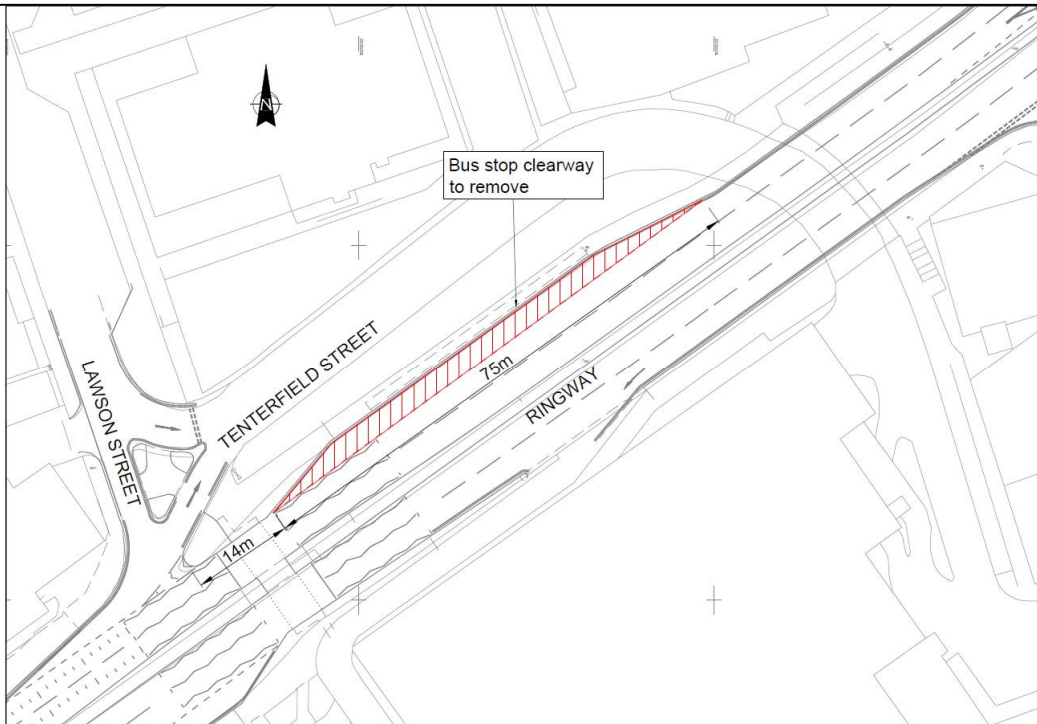
**NOTICE OF PROPOSAL  
LANCASHIRE COUNTY COUNCIL  
(RING WAY, PRESTON, PRESTON CITY)  
(INTRODUCTION OF BUS STOP CLEARWAY)**

**NOTICE IS HEREBY GIVEN** that Lancashire County Council propose to:

1. Introduce a Bus Stop Clearway at any time (the effect of which will be to prohibit the stopping of vehicles) in Ring Way, Preston, (northeast bound), the northwest side, from a point 10.5 metres northeast of its junction with the centreline of Friargate for a distance of 52.5 metres in a north easterly direction.
2. Remove a bus stop clearway in Ring Way, Preston, (northeast bound), the northwest side, from a point 14 metres northeast of its junction with the centreline of Lawson Street for a distance of 75 metres in a north easterly direction.



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**Statement of Reasons**

Repositioning of the Bus Stop Clearway on Ring Way will allow for safe manoeuvres for the buses.

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 Legal and Democratic Services, Lancashire County Council, PO 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: **LSG4/894.15212/AFR** before the 02 December 2022

**Laura Sales, Director of Corporate Services**  
**04 November 2022**

**ROAD TRAFFIC REGULATION ACT 1984**  
**LANCASHIRE COUNTY COUNCIL**  
**(VARIOUS ROADS, FRIARGATE AREA, PRESTON, PRESTON CITY) (REVOCATION,**  
**PROHIBITION OF DRIVING AND ONE WAY TRAFFIC) ORDER 202\***

The County Council of Lancashire ("the Council") in exercise of its powers under Sections 1, 2 and 4 and 92 of and Part IV of Schedule 9 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) "**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;
- b) "**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 County Borough of Preston (Traffic Regulation) (No.2) Order 1960", as set out in Schedule 1 to this Order, are hereby revoked.
- b) "The Borough of Preston (Hill Street and Friargate) (Prohibition of Vehicles) Order 1999" is hereby revoked in full.

**3. 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 Schedule 2 to this Order.

This prohibition includes provision for an obstruction to be placed in accordance with Section 92 of the Road Traffic Regulation Act 1984.

NB in accordance with Section 3(2) of the Act, the council is satisfied that for avoiding danger to persons or other traffic using the road or any other road or for preventing the likelihood of any such danger arising, and for preserving or improving the amenities of the area through which the road runs it is requisite that the provisions of Section 3(1) of the Act should not apply to the restriction herein.

**4. Prohibition of Driving (Except Pedal Cycles and Access)**

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 Schedule 3 to this Order.



**5. Prohibition of Driving (Except Pedal Cycles) 10am – midnight and midnight – 6am**

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 Schedule 4 to this Order on any day between 10am to midnight, and midnight to 6am.

This prohibition includes provision for an obstruction to be placed in accordance with Section 92 of the Road Traffic Regulation Act 1984.

**6. One Way Traffic Restriction**

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, to enter or proceed along the length of road set out in Schedule 5 to this Order, in any direction other than that specified.

**7. Exemptions to Articles 3, 4 and 5**

Nothing in Articles 3, 4 and 5 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.

**8. Exemption to Article 4**

Nothing in Article 4 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 access to any premises situated on or adjacent to the road.

## **9. Exemptions to Article 6**

Nothing in Article 6 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 the removal of any obstruction to traffic.

## **10. 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.

## **11. Commencement of Order**

This Order shall come into force on the \*\*\*\*\* 202\* and may be cited as the "Lancashire County Council (Various Roads, Friargate Area, Preston, Preston City) (Revocation, Prohibition Of Driving And One Way Traffic) 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 1 – Revocation**

First Item of the Schedule.

### **Schedule 2 – Prohibition of Driving (Except Pedal Cycles)**

Friargate, Preston, from its junction with Ring Way to its junction with Union Street.

### **Schedule 3 - Prohibition of Driving (Except Pedal Cycles and Access)**

Union Street, Preston, from its junction with Market Street West for a distance of 65.5 metres in a south westerly direction.

### **Schedule 4 – Prohibition of Driving (Except Pedal Cycles) 10am – Midnight and Midnight – 6am**

- a) Union Street, Preston, from a point 65.5 metres southwest of its junction with Market Street West to its junction with Friargate.
- b) Friargate, Preston, from its junction with Union Street to its junction with Marsh Lane.
- c) Hill Street, Preston, from a point 56 metres northeast of its junction with Seed Street to its junction with Friargate.
- d) Heatley Street, Preston, from a point 39 metres northeast of its junction with Seed Street to its junction with Friargate.

### **Schedule 5 - One Way Traffic Restriction**

- a) Union Street, Preston, from a point 65.5 metres southwest of its junction with Market Street West to its junction with Friargate, northeast to southwest.
- b) Hill Street, Preston, from a point 56 metres northeast of its junction with Seed Street to its junction with Friargate, southwest to northeast.
- c) Friargate, Preston, from its junction with Union Street to its junction with Great Shaw Street, southeast to northwest.
- d) Heatley Street, Preston, from a point 39 metres northeast of its junction with Seed Street to its junction with Friargate, southwest to northeast.

**ROAD TRAFFIC REGULATION ACT 1984**  
**LANCASHIRE COUNTY COUNCIL**  
**(FRIARGATE AREA, PRESTON, PRESTON CITY) (REVOCATION AND VARIOUS  
PARKING RESTRICTIONS) 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 hereby make the following Order: -

**1. Definitions and Interpretations**

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 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;
- d) "**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.
- e) "**Goods Vehicle**" has the same meaning as in section 192 (1) of the Road Traffic Act 1988;
- f) "**Loading**" and "**Unloading**" means the continuous transference from (or to) a Vehicle to (or from) premises adjacent to where the Vehicle is parked of heavy or unmanageable goods that are not designed to be carried by hand other than over a very short distance;
- g) "**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.
- h) "**Parking Place**" means any length of road subject to restriction in accordance with Articles 6, 7, 8, 9 and 10;

- i) **“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;
- j) a Vehicle displays a Disabled Person’s Badge or Parking Disc in the **"Relevant Position"** if –
  - i) the badge/disc is exhibited on the dashboard or fascia of the Vehicle; or
  - ii) where the Vehicle is not fitted with a dashboard or fascia the badge/disc is exhibited in a conspicuous position on the Vehicle, so that the front of the badge/disc is clearly legible from the outside of the Vehicle.
- k) **"Taxi"** means a Vehicle licensed under section 37 of the Town Police Clauses Act 1847;
- l) **"Taxi Stand"** means any area of carriageway described in Schedules 5 and 6 indicated by a road marking approved by the Department for Transport, in which Taxis may wait;
- m) **"The Council’s Duly Authorised Officer"** means a person appointed by the council or its local agent, or authority, to administer the powers conferred on the said Council by the 1984 Act, with respect to this and other Traffic Regulations;
- n) **“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. Revocations**

- a) Those parts of the "Lancashire County Council (Preston Area) (On Street Parking Places, Prohibition of 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 (Various Roads, Chorley, Fylde, Lancaster, Preston, Ribble Valley, South Ribble and West Lancs) (Revocations and Various Parking Restrictions November 2018 (No1)) Order 2020", as set out in Schedule 1b to this Order, are hereby revoked.
- c) Those parts of the "Lancashire County Council (Various Roads, Preston City Centre, Uclan Area, Preston City) (Revocations, Amendments to Permit Parking Provisions and Various Parking Restrictions) Order 2021", as set out in Schedule 1c to this Order, are hereby revoked.

## **3. Prohibition of Waiting**

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 wait at any time, on any day, in the lengths of road set out in the Schedule 2 to this Order.

## **4. Prohibition of Loading and Unloading**

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 wait at any time, on any day, for the purposes of Loading or Unloading, in the lengths of road set out in Schedule 3 to this Order.

**5. Restriction of Waiting 8am – 7pm**

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 wait on any day, between 8am and 7pm, in the lengths of road set out in Schedule 4 to this Order.

**6. Taxi Stand**

Save as is hereinafter provided, no person shall, except upon the direction or with the permission of a police constable in uniform or Civil Enforcement Officer, cause or permit any Vehicle, other than a Taxi, to stop or wait at any time, in the Taxi Stand set out in Schedule 5.

**7. Taxi Stand 7pm – Midnight, Midnight – 8am**

Save as is hereinafter provided, no person shall, except upon the direction or with the permission of a police constable in uniform or Civil Enforcement Officer, cause or permit any Vehicle, other than a Taxi, to stop or wait between 7pm to midnight, and midnight to 8am, in the Taxi Stand set out in Schedule 6.

**8. Goods Vehicle Loading Bay**

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 wait in the Parking Places set out in Schedule 7 to this Order, on any day at any time, unless that Vehicle is a Goods Vehicle and it is engaged in Loading or Unloading.

**9. Goods Vehicle Loading Bay 8am – 7pm**

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 wait in the Parking Places set out in Schedule 8 to this Order, on any day between 8am and 7pm, unless that Vehicle is a Goods Vehicle and it is engaged in Loading or Unloading.

**10. Limited Waiting Parking Place 30 Minutes No Return 1 Hour 8am – 7pm**

Save as is hereinafter provided, no person shall, except upon direction or with the permission of a Police Constable in uniform or a Civil Enforcement Officer cause or permit any Vehicle to wait for a period exceeding thirty minutes, with no return within one hour, on any day between 8am and 7pm, in the lengths of road set out in Schedule 9 to this Order.

**11. General Exemptions**

Nothing in Articles 3, 4, 5, 6, 7, 8, 9 and 10 of 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) 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 road;
  - 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.

**12. Exemptions to Articles 3, 4, 5, 8, 9 and 10**

Nothing in Articles 3, 4, 5, 8, 9 and 10 of 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 person to board or alight from the Vehicle.

**13. Exemptions to Articles 3, 5 and 10**

Nothing in Articles 3, 5 and 10 of 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) goods to be loaded onto or unloaded from the Vehicle;
- b) A Royal Mail liveried Vehicle engaged in the collection and/or delivery of letters in accordance with the statutory provisions as defined in the Postal Services Act 2000;
- c) 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.

**14. Exemption for Disabled Person's Vehicle**

- a) Nothing in Articles 3 and 5 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.

- b) Nothing in Article 10 of this Order shall render it unlawful to cause or permit any Vehicle to wait in the lengths of roads referred to therein if the Vehicle is a 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.

**15. Additional Exemptions**

Nothing in Articles 3, 4, 5, 6, 7, 8, 9 and 10 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.

**16. Manner of standing in a Parking Place**

- a) The driver of a motor Vehicle using a Parking Place shall stop the engine as soon as the Vehicle is in a position in the Parking Place and shall not start the engine except when about to change the position of the Vehicle in or, or depart from, the Parking Place.
- b) Every Vehicle left in a Parking Place in accordance with the foregoing provisions of this Order shall be left so that every part of the Vehicle is within the limits of the Parking Place.
- c) A driver of a Vehicle shall not use a Parking Place so as unreasonably to prevent access to any premises adjoining a road or the use of a road by other persons or so as to be a nuisance.

**17. Alteration of position of a Vehicle in a Parking Place**

Where any Vehicle is left standing in a Parking Place in contravention of the provisions of Article 16 of this Order, a police constable in uniform or a Civil Enforcement Officer may alter or cause to be altered the position of the Vehicle in order that its position shall comply with those provisions.

**18. Removal of a Vehicle from a Parking Place**

Where a police constable in uniform or a Civil Enforcement Officer is of the opinion that any of the provisions contained in Article 16 of this Order have been contravened or not complied with in respect of a Vehicle left in a Parking Place, he/she may remove or cause to be removed the Vehicle from the said Parking Place, and where it is so removed, shall provide for the safe custody of the said Vehicle.



**19. Movement of a Vehicle in a Parking Place in an Emergency**

- a) A police constable in uniform or a Civil Enforcement Officer may in case of emergency move or cause to be moved any Vehicle left in a Parking Place to any place he thinks fit and shall provide for the safe custody of the Vehicle.
- b) A person causing or permitting a Vehicle to wait in a Parking Place by virtue of the provisions of this Order shall take all such steps as are necessary to ensure that in the case of a Parking Place it shall stand in accordance with Article 16 so that every part of the Vehicle is within the limits of the Parking Place.

**20. Power to suspend use of Parking Places**

- a) The Council's Duly Authorised officer may suspend the use of a Parking Place or any part thereof whenever he/she considers such suspensions reasonably necessary and make such charge for the administration of this service, as may from time to time be determined by the Council.
- b) A police constable in uniform may suspend for not longer than 7 days the use of a Parking Place or any part thereof whenever he/she considers such suspension reasonably necessary for the purpose of mitigating congestion or obstruction of traffic or a danger to or from traffic in consequence of extraordinary circumstances.
- c) Any persons suspending the use of a Parking Place or any part thereof in accordance with the provisions of paragraph a) or b) of this Article shall thereupon place or cause to be placed in or adjacent to any part of that Parking Place the use of which is suspended, an authorised Traffic Sign or cone indicating that waiting by Vehicles is prohibited.
- d) No person shall cause or permit a Vehicle to be left in any part of a Parking Place during such period when an authorised Traffic Sign or cone is placed in or adjacent to that part of the Parking Place pursuant to paragraph c) of this Article provided that this paragraph shall not apply to a Vehicle:
  - i) being used by the respective Fire or Police Authority or Ambulance Health Trust to deal with an emergency; or
  - ii) being used for any purpose specified in Article 15; or
  - iii) left in such Parking Place with the permission of the person suspending the use of the Parking Place.

**21. Restriction of use of a Vehicle in a Parking Place**

Save for the provisions set out in Articles 6 and 7, while any Vehicle is in the lengths of road set out in the schedule to this Order no person shall use the said Vehicle in connection with the sale of any article to any person in or near the Parking Place or in connection with the selling of or offering for sale of his/her skills or services.

## **22. Miscellaneous**

The Restriction 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.

## **23. 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 the Council and/or its agents of a Penalty Charge Notice which shall be payable by such persons in accordance with the legislation.

## **24. Commencement of Order**

This Order shall come into force on the XX day of XX 202X and may be cited as the “Lancashire County Council (Friargate Area, Preston, Preston City) (Revocation And Various Parking Restrictions) Order 202\*”.

Dated this XX day of XXX 202X.

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**

- a) Items (215)a), (232)(i) and (232)(ii) of Schedule 10.01.
- b) Items (10)a), (10)b)(i), (10)b)(ii) and (13) of Schedule 11.009.
- c) Items (10) and (17) of Schedule 11.077;
- d) Item (20) of Schedule 13.01.

### **Schedule 1b – Revocation**

Item i) of Schedule 2.

### **Schedule 1c – Revocation**

- a) Items k), l), m), and n) of Schedule 3.
- b) Item h) of Schedule 4.
- c) Items a), b) and c) of Schedule 7.
- d) Schedule 9.

### **Schedule 2 – Prohibition of Waiting**

- a) Edward Street, Preston, both sides, from its junction with the Centreline of Friargate for a distance of 38 metres in a south westerly direction.
- b) Friargate, Preston, the north east side, from its junction with the Centreline of Ring Way to a point 21.5 metres northwest of its junction with the Centreline of Union Street.
- c) Friargate, Preston, the north east side, from a point 38.5 metres northwest of its junction with the Centreline of Union Street to a Point 17 metres northwest of its junction with the Centreline of Heatley Street.
- d) Friargate, Preston, the north east side, from a point 34 metres northwest of its junction with the Centreline of Heatley Street to its junction with the Centreline of Walker Street.
- e) Friargate, Preston, the south west side, from its junction with the Centreline of Ring Way to a point 57 metres northwest of its junction with the Centreline of Heatley Street.
- f) Friargate, Preston, the south west side, from a point 74 metres northwest of its junction with the Centreline of Heatley Street to a point 7.5 metres northwest of its junction with the Centreline of Marsh Lane.
- g) Friargate, Preston, the south west side, from a point 28.5 metres northwest of its junction with the Centreline of Marsh Lane for a distance of 10 metres in a north westerly direction.
- h) Friargate, Preston, the south west side, from a point 13.5 metres southeast of its junction with the Centreline of Edward Street to a point 8 metres northwest of its junction with the Centreline of Edward Street.
- i) Friargate, Preston, the west side, from a point 7.5 metres southeast of its junction with the Centreline of Hope Street to its junction with the Centreline of Kendal Street.
- j) Great Shaw Street, Preston, both sides, from its junction with the Centreline of Friargate for a distance of 8 metres in an easterly direction.
- k) Heatley Street, Preston, both sides, from a point 39 metres northeast of its junction with the Centreline of Seed Street to its junction with the Centreline of Friargate.
- l) Heatley Street, Preston, both sides, from its junction with the Centreline of Corporation Street for a distance of 10 metres in a north easterly direction.
- m) Hill Street, Preston, both sides, from a point 56 metres northeast of its junction with Seed Street to its junction with the Centreline of Friargate.
- n) Hope Street, Preston, both sides, from a point 39.5 metres northeast of its junction with the Centreline of Corporation Street to its junction with the Centreline of Friargate.
- o) Marsh Lane, Preston, both sides, from a point 55.5 metres northeast of its junction with the Centreline of Corporation Street to its junction with the Centreline of Friargate.

- p) Union Street, Preston, both sides, from its junction with the Centreline of Friargate for a distance of 7.5 metres in a north easterly direction.

### **Schedule 3 - Prohibition of Loading and Unloading**

- a) Edward Street, Preston, both sides, from its junction with the Centreline of Friargate for a distance of 38 metres in a south westerly direction.
- b) Friargate, Preston, the north east side, from its junction with the Centreline of Ring Way to a point 21.5 metres northwest of its junction with the Centreline of Union Street.
- c) Friargate, Preston, the north east side, from a point 38.5 metres northwest of its junction with the Centreline of Union Street to a point 17 metres northwest of its junction with the Centreline of Heatley Street.
- d) Friargate, Preston, the north east side, from a point 34 metres northwest of its junction with the Centreline of Heatley Street to its junction with the Centreline of Walker Street.
- e) Friargate, Preston, the south west side, from its junction with the Centreline of Ring Way to a point 57 metres northwest of its junction with the Centreline of Heatley Street.
- f) Friargate, Preston, the south west side, from a point 74 metres northwest of its junction with the Centreline of Heatley Street to a point 7.5 metres northwest of its junction with the Centreline of Marsh Lane.
- g) Friargate, Preston, the south west side, from a point 28.5 metres northwest of its junction with the Centreline of Marsh Lane for a distance of 10 metres in a north westerly direction.
- h) Friargate, Preston, the south west side, from a point 13.5 metres southeast of its junction with the Centreline of Edward Street to a point 8 metres northwest of its junction with the Centreline of Edward Street.
- i) Friargate, Preston, the west side, from a point 7.5 metres southeast of its junction with the Centreline of Hope Street to its junction with the Centreline of Kendal Street.
- j) Great Shaw Street, Preston, both sides, from its junction with the Centreline of Friargate for a distance of 8 metres in an easterly direction.
- k) Heatley Street, Preston, both sides, from a point 39 metres northeast of its junction with the Centreline of Seed Street to its junction with the Centreline of Friargate.
- l) Hill Street, Preston, both sides, from a point 56 metres northeast of its junction with Seed Street to its junction with the Centreline of Friargate.
- m) Hope Street, Preston, both sides, from its junction with the Centreline of Friargate for a distance of 37.5 metres in a south westerly direction.
- n) Marsh Lane, Preston, both sides, from a point 55.5 metres northeast of its junction with the Centreline of Corporation Street to its junction with the Centreline of Friargate.
- o) Union Street, Preston, both sides, from its junction with the Centreline of Friargate for a distance of 7.5 metres in a north easterly direction.

### **Schedule 4 - Restriction of Waiting 8am – 7pm**

- a) Heatley Street, Preston, the north west side, from a point 10 metres northeast of its junction with the Centreline of Corporation Street to a point 39 metres northeast of its junction with the Centreline of Seed Street.
- b) Heatley Street, Preston, the south east side, from a point 33.5 metres northeast of its junction with the Centreline of Corporation Street to a point 39 metres northeast of its junction with the Centreline of Seed Street.
- c) Heatley Street, Preston, the south east side, from a point 10 metres northeast of its junction with the Centreline of Corporation Street for a distance of 11.5 metres in a north-easterly direction.
- d) Hill Street, Preston, both sides, from its junction with Seed Street to a point 31 metres southwest of its junction with the Centreline of Friargate.

- e) Marsh Lane, Preston, both sides, from its junction with the Centreline of Corporation Street for a distance of 55.5 metres in a north easterly direction.
- f) Seed Street, Preston, both sides, from its junction with the Centreline of Heatley Street to its junction with the Centreline of Hill Street.

**Schedule 5 - Taxi Stand**

Heatley Street, Preston, the south east side, from a point 21.5 metres northeast of its junction with the Centreline of Corporation Street for a distance of 12 metres in a north easterly direction.

**Schedule 6 - Taxi Stand 7pm – Midnight, Midnight – 8am**

- a) Friargate, Preston, the south west side, from a point 7.5 metres northwest of its junction with the Centreline of Marsh Lane for a distance of 21 metres in a north westerly direction.
- b) Friargate, Preston, the south west side, from a point 38.5 metres northwest of its junction with the Centreline of Marsh Lane to a point 13.5 metres southeast of its junction with the Centreline of Edward Street.
- c) Friargate, Preston, the south west side, from a point 8 metres northwest of its junction with the Centreline Edward Street to a point 7.5 metres southeast of its junction with the Centreline of Hope street.

**Schedule 7 - Goods Vehicle Loading Bay**

- a) Friargate, Preston, the north east side, from a point 21.5 metres northwest of its junction with the Centreline of Union Street for a distance of 17 metres in a north westerly direction.
- b) Friargate, Preston, the north east side, from a point 17 metres northwest of its junction with the Centreline of Heatley Street for a distance of 17 metres in a north westerly direction.
- c) Friargate, Preston, the south west side, from a point 57 metres northwest of its junction with the Centreline of Heatley Street for a distance of 17 metres in a north westerly direction.

**Schedule 8 - Goods Vehicle Loading Bay 8am – 7pm**

Friargate, Preston, the south west side, from a point 7.5 metres northwest of its junction with the Centreline of Marsh Lane for a distance of 21 metres in a north westerly direction.

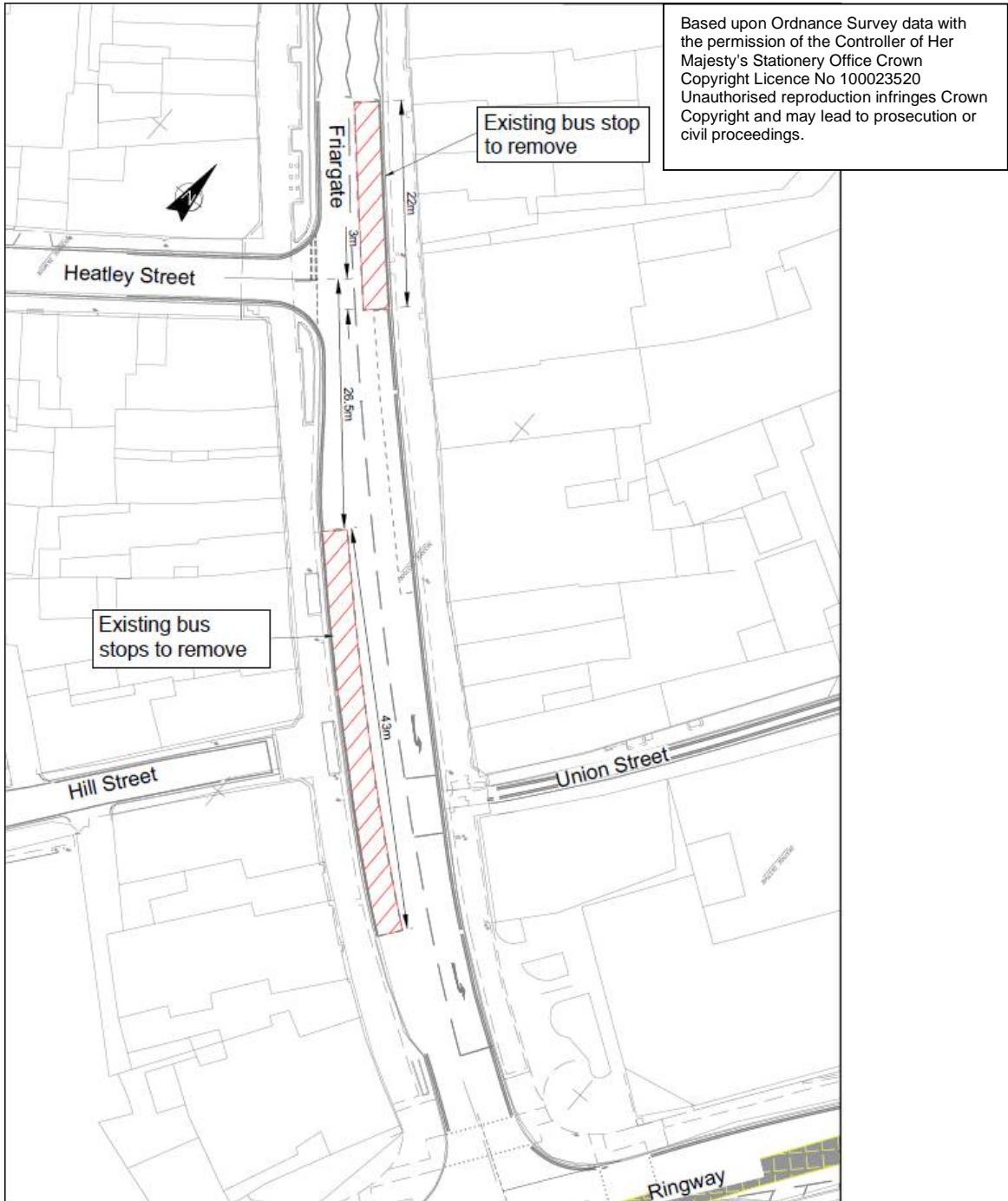
**Schedule 9 - Limited Waiting Parking Place 30 Minutes No Return 1 Hour 8am – 7pm**

- a) Friargate, Preston, the south west side, from a point 38.5 metres northwest of its junction with the Centreline of Marsh Lane to a point 13.5 metres southeast of its junction with the Centreline of Edward Street.
- b) Friargate, Preston, the south west side, from a point 8 metres northwest of its junction with the Centreline of Edward Street to a point 7.5 metres southeast of its junction with the Centreline of Hope Street.

**NOTICE OF PROPOSAL**  
**LANCASHIRE COUNTY COUNCIL**  
**(FRIARGATE (B), PRESTON, PRESTON CITY)**  
**(REMOVAL OF BUS STOP CLEARWAY)**

**NOTICE IS HEREBY GIVEN** that Lancashire County Council propose to remove a Bus Stop Clearway in the following lengths of road:

- Friargate, Preston (southbound), the east side, from a point 3 metres south of its junction with the centreline of Heatley Street for a distance of 22 metres in a northerly direction;
- Friargate, Preston, (northbound), the west side, from a point 26.5 metres south of its junction with the Centreline of Heatley Street for a distance of 43 metres in a southerly direction.



**Statement of Reasons**

The purpose of this proposal is to provide a traffic-free corridor on Friargate and create improved pedestrian and cycle linkage as part of a wider scheme to improve the local amenity by relocating the Bus Stop Clearways to Corporation Street

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 Legal and Democratic Services, Lancashire County Council, PO Box 78 County Hall, Preston PR1 8XJor by e-mail to [tro-consultation@lancashire.gov.uk](mailto:tro-consultation@lancashire.gov.uk) quoting ref: **LSG4/894.15215/AFR** before the 02 December 2022

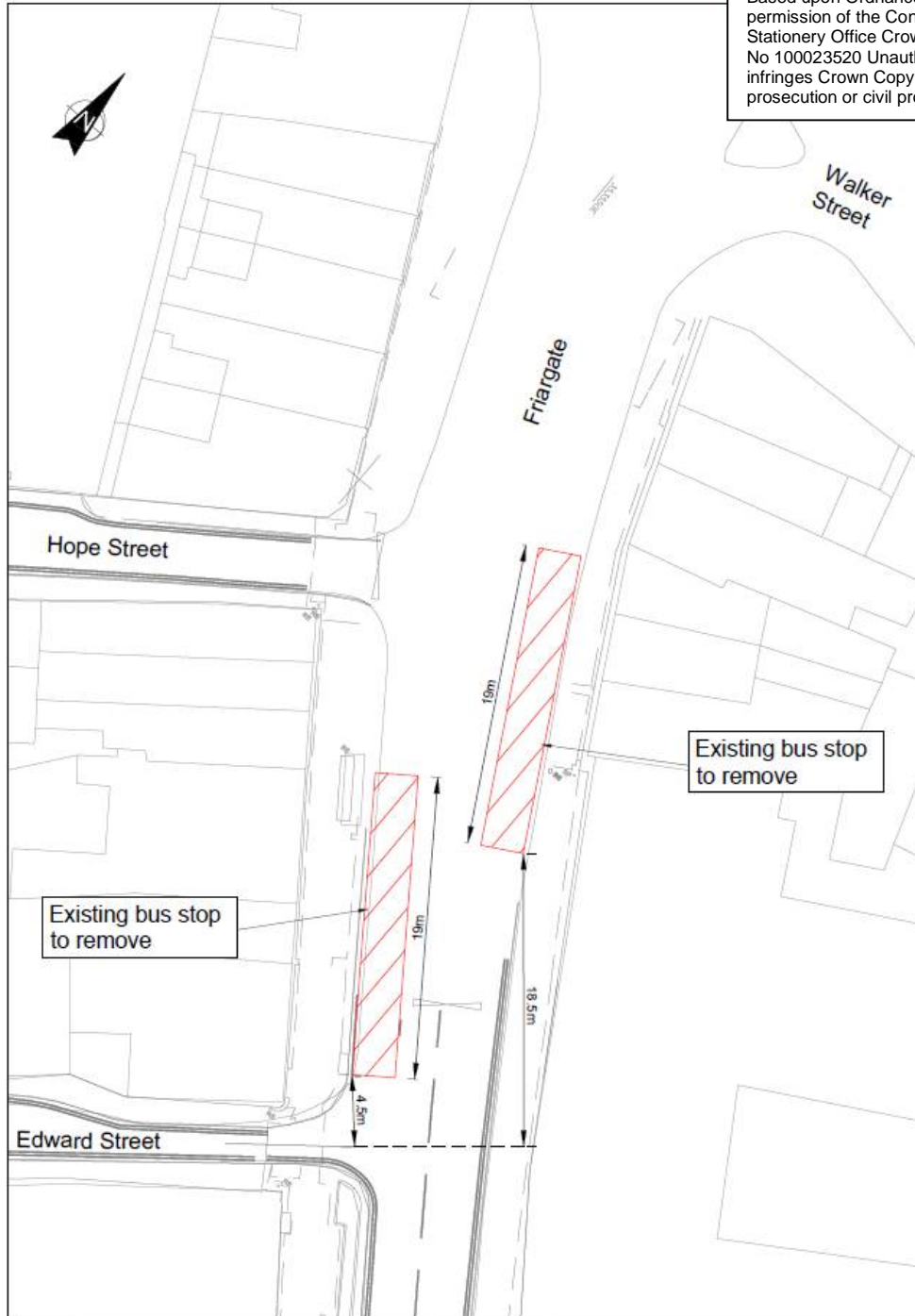
**Laura Sales, Director of Corporate Services**  
**04 November 2022**

**NOTICE OF PROPOSAL**  
**LANCASHIRE COUNTY COUNCIL**  
**(FRIARGATE (A), PRESTON, PRESTON CITY)**  
**(REMOVAL OF BUS STOP CLEARWAY)**

**NOTICE IS HEREBY GIVEN** that Lancashire County Council propose to remove a Bus Stop Clearway in the following lengths of road:

- a) Friargate, Preston (southbound), the east side, from a point 18.5 metres north of its junction with the Centreline of Edward Street for a distance of 19 metres in a northerly direction;
- b) Friargate, Preston, (northbound), the west side, from a point 4.5 metres north of its junction with the Centreline of Edward Street for a distance of 19 metres in a northerly direction.

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**Statement of Reasons**

The purpose of these proposals are to provide a traffic-free corridor on Friargate and create improved pedestrian and cycle linkage as part of a wider scheme to improve the local amenity by relocating the Bus Stop Clearways to Corporation Street.

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 Legal and Democratic Services, Lancashire County Council, PO Box 78 County Hall, Preston PR1 8XJor by e-mail to [tro-consultation@lancashire.gov.uk](mailto:tro-consultation@lancashire.gov.uk) quoting ref: **LSG4/894.15271/AFR** before the 02 December 2022

**Laura Sales, Director of Corporate Services**  
**04 November 2022**

**NOTICE OF PROPOSAL**  
**ROAD TRAFFIC REGULATION ACT 1984**  
**LANCASHIRE COUNTY COUNCIL**  
**(FRIARGATE, PRESTON, PRESTON CITY) (REMOVAL**  
**OF PEDESTRIAN CROSSING)**

**NOTICE IS HEREBY GIVEN** that Lancashire County Council propose to remove the above pedestrian crossing under Section 23 of the **Road Traffic Regulation Act 1984**, as amended, the effect of which will be to remove a pedestrian crossing on Friargate, Preston, from a point 14 metres south of its junction with the centreline of Marsh Lane for a distance of 55 metres in a southerly direction.

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**Statement of Reasons**

Following proposals to provide a traffic-free corridor on Friargate and create improved pedestrian and cycle linkage as part of a wider scheme to improve the local amenity it is proposed to remove the Pedestrian Crossing which would no longer be required.

A copy of the relevant notice and plan indicating the location of the crossing 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:LSG4/894.15216/AFR before 02 December 2022

**Laura Sales, Director of Corporate Services**  
**04 November 2022**



**ROAD TRAFFIC REGULATION ACT 1984**  
**LANCASHIRE COUNTY COUNCIL**  
**(ORCHARD STREET AREA, PRESTON, PRESTON CITY) (REVOCATION, PROHIBITION OF**  
**DRIVING AND ONE WAY TRAFFIC) ORDER 202\***

The County Council of Lancashire ("the Council") in exercise of its powers under Sections 1, 2 and 4 and 92 of and Part IV of Schedule 9 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) **"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;
- b) **"Permit Holder"** means a person to whom as permit has been issued (for the purpose of this Order a Doctor on call, or service Vehicle is deemed to be a permit holder but is not required to display a permit);
- c) **"Permit"** for the purposes of this Order the term permit refers to a "Pedestrian Zone Access Permit" or "Loading Access Permit" issued by the Council or its local agent authority. Charges, eligibility criteria and terms for said permit are published by the issuing authority;
- d) **"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. Revocations**

- a) Those parts of the "Lancashire County Council (Cheapside Area, Preston, Preston City) (Revocation and Prohibition of Driving) Order 2013", as set out in Schedule 1a to this Order, are hereby revoked.
- b) Those parts of the "The Borough of Preston (Central Area) (Access Provisions) (Prohibition of Traffic) Order 1993" as set out in Schedule 1b to this Order, are hereby revoked.

**3. 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 Schedule 2 to this Order.

This prohibition includes provision for an obstruction to be placed in accordance with Section 92 of the Road Traffic Regulation Act 1984.

**4. Prohibition of Driving Except Permit Holders 9am – 6.30pm**

- a) 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, to proceed between the hours of

9am and 6.30pm, along the lengths of road referred to in Schedule 3 to this Order unless that Vehicle is the holder of a valid OSA permit.

This prohibition includes provision for an obstruction to be placed in accordance with Section 92 of the Road Traffic Regulation Act 1984.

- b) 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, to proceed between the hours of 9am and 6.30pm, along the lengths of road referred to in Schedule 4 to this Order unless that Vehicle is the holder of a valid FSA permit.

This prohibition includes provision for an obstruction to be placed in accordance with Section 92 of the Road Traffic Regulation Act 1984.

## **5. One Way Traffic Restriction**

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, to enter or proceed along the length of road set out in Schedule 5 to this Order, in any direction other than that specified.

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

Nothing in Articles 3 and 4 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.

## **7. Exemptions to Article 5**

Nothing in Article 5 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 the removal of any obstruction to traffic.

**8. 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.

**9. Commencement of Order**

This Order shall come into force on the \*\*\*\*\* 202\* and may be cited as the "Lancashire County Council (Orchard Street Area, Preston, Preston City) (Revocation, Prohibition Of Driving And One Way Traffic) 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 1a – Revocation**

Schedules 4 and 5.

**Schedule 1b – Revocation**

The Eleventh Schedule.

**Schedule 2 – Prohibition of Driving (Except Pedal Cycles)**

Friargate, Preston, from its junction with Ring Way to a point 65.5 metres northwest of its junction with the Centreline of Orchard Street.

**Schedule 3 – Prohibition of Driving Except OSA Permit Holders 9am – 6.30pm**

- a) Lowthian Street, Preston, the entire length.
- b) Orchard Street, Preston, the entire length.

**Schedule 4 – Prohibition of Driving Except FSA Permit Holders 9am – 6.30pm**

Friargate, Preston, from its junction with Cheapside to a point 65.5 metres northwest of its junction with the Centreline of Orchard Street.

**Schedule 5 – One Way Traffic**

- a) Friargate, Preston, from its junction with Cheapside to its junction with Orchard Street south-east to north-west.
- b) Orchard Street, Preston, from its junction with Friargate to its junction with Market Street south-west to north-east.

**ROAD TRAFFIC REGULATION ACT 1984**  
**LANCASHIRE COUNTY COUNCIL**  
**(FLEET STREET, PRESTON, PRESTON CITY) (REVOCATION AND VARIOUS  
PARKING RESTRICTIONS) 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 hereby make the following Order: -

**1. Definitions and Interpretations**

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 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;
- d) "**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.
- e) "**Goods Vehicle**" has the same meaning as in section 192 (1) of the Road Traffic Act 1988;
- f) "**Loading**" and "**Unloading**" means the continuous transference from (or to) a Vehicle to (or from) premises adjacent to where the Vehicle is parked of heavy or unmanageable goods that are not designed to be carried by hand other than over a very short distance;
- g) "**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.
- h) "**Parking Place**" means any length of road subject to restriction in accordance with Articles 5, 6 and 7;

- i) **“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.
- j) a Vehicle displays a Disabled Person’s Badge or Parking Disc in the **"Relevant Position"** if –
  - i) the badge/disc is exhibited on the dashboard or fascia of the Vehicle; or
  - ii) where the Vehicle is not fitted with a dashboard or fascia the badge/disc is exhibited in a conspicuous position on the Vehicle, so that the front of the badge/disc is clearly legible from the outside of the Vehicle.
- k) **"Taxi"** means a Vehicle licensed under section 37 of the Town Police Clauses Act 1847;
- l) **"Taxi Stand"** means any area of carriageway described in Schedule 5 indicated by a road marking approved by the Department for Transport, in which Taxis may wait;
- m) **"The Council’s Duly Authorised Officer"** means a person appointed by the council or its local agent, or authority, to administer the powers conferred on the said Council by the 1984 Act, with respect to this and other Traffic Regulations;
- n) **“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. Revocations**

Those parts of the "Lancashire County Council (Fleet Street, Fox Street, Lune Street, Lune Street Link, Preston, Preston City) (Suspension, Disabled Parking, Goods Vehicle Loading, Prohibition of Waiting, Limited Waiting and Prohibition of Loading) Order 2019", as set out in Schedule 1 to this Order, are hereby revoked.

## **3. Prohibition of Waiting**

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 wait at any time, on any day, in the length of road set out in the Schedule 2 to this Order.

## **4. Prohibition of Loading and Unloading**

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 wait at any time, on any day, for the purposes of Loading or Unloading, in the length of road set out in Schedule 3 to this Order.

## **5. Goods Vehicle Loading Bay 8am to 8pm**

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 wait in the Parking Place set out in Schedule 4 to this Order, between 8am and 8pm, unless that Vehicle is a Goods Vehicle and it is engaged in Loading or Unloading.

## **6. Taxi Stand 8pm – Midnight and Midnight – 8am**

Save as is hereinafter provided, no person shall, except upon the direction or with the permission of a police constable in uniform or Civil Enforcement Officer, cause or permit any Vehicle, other than a Taxi, to stop or wait between 8pm to midnight and midnight to 8am, in the Taxi Stand set out in Schedule 5.

## **7. Limited Waiting Parking Place 1 Hour No Return 2 Hours 8am – 8pm**

Save as is hereinafter provided, no person shall, except upon direction or with the permission of a Police Constable in uniform or a Civil Enforcement Officer cause or permit any Vehicle to wait for a period exceeding one hour, with no return within two hours, on any day between 8am and 8pm, in the length of road set out in Schedule 6 to this Order.

## **8. General Exemptions**

Nothing in Articles 3, 4, 5, 6 and 7 of 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) 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 road;
  - 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.

## **9. Exemptions to Articles 3, 4, 5 and 7**

Nothing in Articles 3, 4, 5 and 7 of 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 person to board or alight from the Vehicle

#### **10. Exemptions to Articles 3 and 7**

Nothing in Articles 3 and 7 of 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) goods to be loaded onto or unloaded from the Vehicle;
- b) a Royal Mail liveried Vehicle engaged in the collection and/or delivery of letters in accordance with the statutory provisions as defined in the Postal Services Act 2000;
- c) 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.

#### **11. Exemption for Disabled Person's Vehicle**

- a) 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.
- b) Nothing in Article 7 of this Order shall render it unlawful to cause or permit any Vehicle to wait in the lengths of roads referred to therein if the Vehicle is a 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.

#### **12. Additional Exemptions**

Nothing in Articles 3, 4, 5, 6 and 7 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.

#### **13. Manner of standing in a Parking Place**

- a) The driver of a motor Vehicle using a Parking Place shall stop the engine as soon as the Vehicle is in a position in the Parking Place and shall not start the engine except when about to change the position of the Vehicle in or, or depart from, the Parking Place.
- b) Every Vehicle left in a Parking Place in accordance with the foregoing provisions of this Order shall be left so that every part of the Vehicle is within the limits of the Parking Place.



- c) A driver of a Vehicle shall not use a Parking Place so as unreasonably to prevent access to any premises adjoining a road or the use of a road by other persons or so as to be a nuisance.

**14. Alteration of position of a Vehicle in a Parking Place**

Where any Vehicle is left standing in a Parking Place in contravention of the provisions of Article 13 of this Order, a police constable in uniform or a Civil Enforcement Officer may alter or cause to be altered the position of the Vehicle in order that its position shall comply with those provisions.

**15. Removal of a Vehicle from a Parking Place**

Where a police constable in uniform or a Civil Enforcement Officer is of the opinion that any of the provisions contained in Article 13 of this Order have been contravened or not complied with in respect of a Vehicle left in a Parking Place, he/she may remove or cause to be removed the Vehicle from the said Parking Place, and where it is so removed, shall provide for the safe custody of the said Vehicle.

**16. Movement of a Vehicle in a Parking Place in an Emergency**

- a) A police constable in uniform or a Civil Enforcement Officer may in case of emergency move or cause to be moved any Vehicle left in a Parking Place to any place he thinks fit and shall provide for the safe custody of the Vehicle.
- b) A person causing or permitting a Vehicle to wait in a Parking Place by virtue of the provisions of this Order shall take all such steps as are necessary to ensure that in the case of a Parking Place it shall stand in accordance with Article 13 so that every part of the Vehicle is within the limits of the Parking Place.

**17. Power to suspend use of Parking Places**

- a) The Council's Duly Authorised officer may suspend the use of a Parking Place or any part thereof whenever he/she considers such suspensions reasonably necessary and make such charge for the administration of this service, as may from time to time be determined by the Council.
- b) A police constable in uniform may suspend for not longer than 7 days the use of a Parking Place or any part thereof whenever he/she considers such suspension reasonably necessary for the purpose of mitigating congestion or obstruction of traffic or a danger to or from traffic in consequence of extraordinary circumstances.
- c) Any persons suspending the use of a Parking Place or any part thereof in accordance with the provisions of paragraph a) or b) of this Article shall thereupon place or cause to be placed in or adjacent to any part of that Parking Place the use of which is suspended, an authorised Traffic Sign or cone indicating that waiting by Vehicles is prohibited.
- d) No person shall cause or permit a Vehicle to be left in any part of a Parking Place during such period when an authorised Traffic Sign or cone is placed in or adjacent to that part of the Parking Place pursuant to paragraph c) of this Article provided that this paragraph shall not apply to a Vehicle:

- i) being used by the respective Fire or Police Authority or Ambulance Health Trust to deal with an emergency; or
- ii) being used for any purpose specified in Article 12; or
- iii) left in such Parking Place with the permission of the person suspending the use of the Parking Place.

**18. Restriction of use of a Vehicle in a Parking Place**

Save for the provisions set out in Article 6, while any Vehicle is in the lengths of road set out in the schedule to this Order no person shall use the said Vehicle in connection with the sale of any article to any person in or near the Parking Place or in connection with the selling of or offering for sale of his/her skills or services.

**19. Miscellaneous**

The Restriction 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.

**20. 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 the Council and/or its agents of a Penalty Charge Notice which shall be payable by such persons in accordance with the legislation.

**21. Commencement of Order**

This Order shall come into force on the XX day of XX 202X and may be cited as the “Lancashire County Council (Fleet Street, Preston, Preston City) (Revocation And Various Parking Restrictions) Order 202\*”.

Dated this XX day of XXX 202X.

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 1 - Revocation**

- a) Item a) of Schedule 2.
- b) Item b) of Schedule 3;.
- c) Schedule 4.
- d) Item b) Fleet Street of Schedule 5.

**Schedule 2 – Prohibition of Waiting**

Fleet Street, Preston, the south west side, from its junction with the Centreline of Lune Street for a distance of 8 metres in a westerly direction.

**Schedule 3 – Prohibition of Loading and Unloading**

Fleet Street, Preston, the south west side, from its junction with the Centreline of Lune Street for a distance of 8 metres in a westerly direction.

**Schedule 4 – Goods Vehicle Loading Bay 8am to 8pm**

Fleet Street, Preston, the south side, from a point 8 metres west of its junction with the Centreline of Lune Street for a distance of 16 metres in a westerly direction.

**Schedule 5 – Taxi Stand 8pm – Midnight and Midnight – 8am**

Fleet Street, Preston, the south side, from a point 8 metres west of its junction with the Centreline of Lune Street for a distance of 38.5 metres in a westerly direction.

**Schedule 6 – Limited Waiting Parking Place 1 Hour No Return 2 Hours 8am – 8pm**

Fleet Street, Preston, the south side, from a point 24 metres west of its junction with the Centreline of Lune Street for a distance of 22.5 metres in a westerly direction.

**ROAD TRAFFIC REGULATION ACT 1984**  
**LANCASHIRE COUNTY COUNCIL**  
**(FRIARGATE NORTH AREA, PRESTON, PRESTON CITY)**  
**(20MPH SPEED LIMIT) ORDER 202\***

The County Council of Lancashire, in exercise of its powers under Section 84(1)(a) 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. 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 the Schedule to this Order.

**2. 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.

**3. Commencement of Order**

This Order shall come into force on the \*\* day of \*\* 202\* and shall be cited as the “Lancashire County Council (Friargate North Area, Preston, Preston City) (20mph 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 - 20mph Speed Limit**

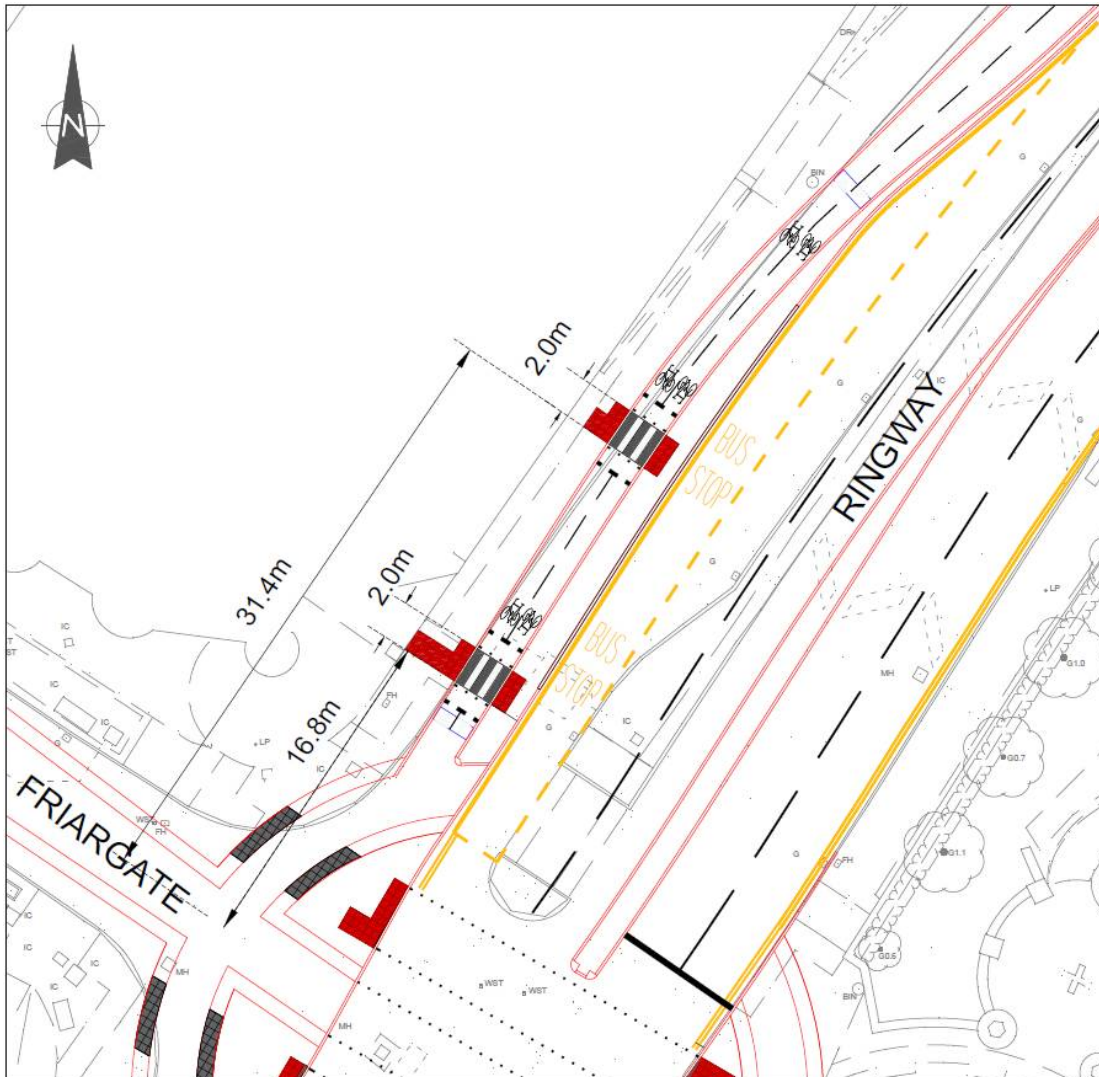
- a) Back Seed Street, Preston, the entire length.
- b) Bowran Street, Preston, the entire length.
- c) Chandler Street, Preston, the entire length.
- d) Corporation Street, Preston, from a point 28.5 metres south-east of its junction with the centreline of Edward Street to its junction with Ring Way.
- e) Friargate, Preston, from a point 14 metres south-east of its junction with the centre line of Edward Street to a point 25 metres southeast of its junction with the Centreline of Union Street.
- f) Heatley Street, Preston, the entire length.
- g) Hill Street, Preston, the entire length.
- h) Ladywell Street, Preston, the entire length.
- i) Marsh Lane, Preston, from a point 15 metres west of the centreline of Ladywell Street to its junction with Friargate.
- j) Mount Pleasant, Preston, the entire length;
- k) Seed Street, Preston, the entire length.
- l) Simpson Street, Preston, the entire length.
- m) Union Street, Preston, the entire length.

**NOTICE OF PROPOSAL  
ROAD TRAFFIC REGULATION ACT 1984  
LANCASHIRE COUNTY COUNCIL  
(RING WAY, PRESTON, PRESTON CITY)  
(PEDESTRIAN CROSSING)**

**NOTICE IS HEREBY GIVEN** that Lancashire County Council propose to make the above pedestrian crossing under Section 23 of the **Road Traffic Regulation Act 1984**, as amended, the effect of which will be to introduce a zebra crossing across the segregated cycle track in the following locations:

- a) Ring Way, Preston, from a point 16.8 metres north east of its junction with the centreline of Friargate for a distance of 2 metres in a north easterly direction;
- b) Ring Way, Preston, from a point 31.4 metres northeast of its junction with the centreline of Friargate for a distance of 2 metres in a north easterly direction.

Where a crossing is placed across a segregated cycle track the Traffic Signs Regulations and General Directions 2016 allows for the omission of the controlled area (zig zag marks) and the yellow globes.



**Statement of Reasons**

Zebra crossings on the cycle track at the bus stop bypass are proposed to facilitate safe crossing of passengers and minimise conflict with cycles.

A copy of the relevant notice and plan indicating the location of the crossing 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:LSG4/894.15647/AFR before 02 December 2022

**Laura Sales, Director of Corporate Services  
04 November 2022**

**894.15209 - (Corporation Street Area, Preston, Preston City) (Revocations and Various Moving Restrictions)**

Support with Comment

- I live in Brunel Court and if the one-way section in Heatley Street were introduced the new route I would need to get home which would be a 0.7 mile detour. It's not only the distance, it's the additional traffic that people who live in the building which I believe is about 45 vehicles who would need to use that diversion each day as they return home to the accommodation, also the corner is the entrance to the retail park meaning if these people also use the same route that they would be subject to this new diversion also. I completely agree with this new one-way road however, sometimes people use the road as a get-between to try and avoid traffic. I would also be for removing the parking on these roads as they can cause backups. I have also included a new proposal which would move the proposed no entry sign back slightly which would ensure that the people who live in Brunel Court and also staff members of the stores in the retail park would not need to take a big diversion to get back to their accommodations potentially in extremely busy periods adding up to 10 minutes to the route.
- If the one-way on Maudland Bank does not continue beyond Pedder Street and the plan does not include the removal of the bollards on Maudland Bank after Tuson Drive, which prevents traffic from utilising Maudland Bank as a throughfare (or rat run) to Fylde Road, then I have no objection to the proposed changes.

Objections

- We have been restricted access from Maudland Bank to Fylde Road since the bollards were implemented to prevent vehicle access and are now faced with no access to Maudland Road or Leighton Street.
- No statement of reason was provided to explain the one-way section on Maudland Bank and I object on this basis.
- Objection to the short one-way section (except cycles) on Maudland Bank. I do not believe this is necessary and will make traffic much worse along the main road (A583) at peak times and create more risk to pedestrians where there is a high flow of traffic already and a high volume of pedestrians too.
- The introduction of a one-way section between Maudland Road and Pedder Street would have a crucial impact on students and my neighbours in the area. I am a student paramedic and drive this way every day on my way back from Kendal ambulance station. To make this stretch one-way would mostly impact my neighbours and I as we would have to go a more congested route when travelling from north Preston back to our homes and would significantly increase my journey time after a 12-hour shift.
- I object to the introduction of a short one-way section, as promoting primary arterial routes creates further unnecessary congestion at peak times, potentially impacting students. However, the recent introduction of a 'no right turn' sign on the Maudland Road - Fylde Road junction serves a good purpose if anyone paid any attention to it (No one does). Fixing this issue will probably help a great deal more towards the council's objective than introducing a one-way strip.
- Along with many other residents I cannot see any logic in proposing a one-way section South to North over the very short bridge before the junction of Pedder Street and Maudland Bank. As a local resident I am very much aware that the majority of traffic appears to travel South to North already. Of those travelling North to South many are local residents from Maudland Bank, St Walburge Avenue or Pedder Street, if this section became one-way we would have to travel an extra ½ mile to head South or East, which would add to local pollution in the centre of town rather than diminish it. I particularly object to this change because it doesn't seem to be based on any factual information, only 'traffic modelling' which we know is only as good as the variables that are entered into the software. Given that a large part of central Preston has

been dug up for over two years and continues to be so, I would like to suggest that a possible resolution would be to wait until all the road works are completed and then undertake suitable traffic monitoring to find out how the roads around Maudland Bank are actually being used. Any change to traffic flow would then be based on real world factual data and could be a basis for a proper consultation with local residents.

- In terms of the proposals for a one-way street and traffic calming measures in the area the position of the residents is that they would like matters to remain the same for the time being. Representations we have received is a concern around the need for accessibility for elderly and disabled residents which potentially would be more difficult if these new schemes are introduced. The residents' position is one that they would like the situation monitored in line with a number of wider changes in the city centre area and if there is an increase danger consider making the change then. At the moment we are unsure what the situation will be following some significant changes to the wider area.
- I strongly object to the proposal of making the length between Maudland Rd to Pedder St one-way from south to north as this would increase journey times and create more traffic onto Marsh Lane / Fylde Rd and the Ringway and would isolate the residents of Maudland Bank, Tuson Drive and St Walburge Ave who use the above route to the south of Preston. You say it's to prioritise pedestrians, cycling and bus movements, well I've never seen more than one or two cycles on Pedder St / Maudland Bank the bus only goes north through the junction and it's never been used as a rat run so it looks like someone has come up with a scheme to make things awkward for the motorists of Preston. I've lived on the estate for more than 40 years and never had a problem getting in and out of the estate but now you seem to be making it impossible for the motorists that live in the city centre. If the proposal goes through, which no doubt it will, can the residents of Maudland Bank, Tuson Drive and St Walburge Avenue be exempt from the one-way on Maudland Bank?
- Visiting the location of the proposed one way on Maudland Bank, it is obvious that the vast majority of traffic already drives south to north and it is felt that making this section of road one way will only serve to inconvenience the local residents who seem to be the only ones that want to drive north to south, and as a result would have to drive at least an extra half a mile to navigate this one way system. Is the resulting air pollution really worth it? Whilst on site I witnessed cars speeding south to north on Leighton St. cutting the corner quite dramatically onto Maudland Rd and even turning right at the end onto the A583 where it's meant to be a left only turn. This begs the question, if this short stretch of road is made one way, how will it be enforced when speed isn't and when neither is turning left instead of right? I whole heartedly agree with and support the residents' request to wait until all the roadworks around the university have finished and then properly monitor and assess the situation.
- The scheme will result in additional traffic using Maudland Bank to turn round when they find out that they cannot turn right at the Maudland Bank end of Pedder Street. Maudland Bank and Tuson Drive are currently a quiet cul-de-sac with only residents' and delivery traffic. If the one-way section is implemented, it will be possible that 44 tonne, articulated trucks will use Maudland Bank as a turning space. The only part of Maudland Bank with sufficient space for large trucks to turn is at its junction with Tuson Drive. (Maudland Bank is not a main road. The carriageway width of Maudland Bank is only 6.8 m. This is reduced to 4.9 m at two points, where parking is allowed.)
- Petition response (80 signatures) – Our objections relate to the proposed one- way restriction on Maudland Bank (South to north, between the junction's with Maudland Road and Pedder St). The reasons for our objections are:
  - we see no benefits for the overall traffic management scheme currently being implemented on Ringway, Corporation Street, Friargate and surrounding streets



- the proposed change will have a detrimental effect on the residents of Maudland Bank, Tuson Drive and Saint Walburge's Ave, in that it will force residents into longer journeys when travelling to the north, south and east of Preston and beyond. Using Google Earth we estimate increased journey mileage of at least 0.5 miles.
- In addition to the extra mileage incurred, I understand that wellfield road and Ashton street are to be fitted with anti-speed bumps/cushions which will increase the wear and tear on our vehicle suspensions by forced use of these roads.
- We do not believe the effects of these proposals on the residents of Maudland Bank, Tuson Drive and St Walburge's Avenue have been given due consideration in the planning and development of this traffic management scheme. We suggest that the one-way restriction is not implemented, but the rest of the traffic management scheme is completed. Then the volume and direction of traffic is monitored for a period of time to assess their need for the one-way restriction under real traffic conditions.
- The proposal to make Leighton St/Maudland Bank one way at the junction with Pedder Street is an absolute joke. If coming in at Fylde Road turn into Maudland Rd and right into Leighton Street and straight ahead onto Maudland Bank or left into Pedder St is not a rat run. Then why is the opposite direction, Pedder St, and right onto Leighton Street considered a rat run? Same roads, just the other way round. The common factor here is UCLan, they clearly don't want vehicles around their campus which is why the no entry sign will be placed on the junction of Pedder Street, Leighton Street and Maudland Bank, and is also why the Corporation Street bus lane is going to be 24/7. I wouldn't mind but students are only here for part of the year. Please do not insult either my intelligence or the intelligence of the people of Preston by telling us that it is for the best and making Preston a better and safer place to travel for all.
- The scheme will cause an increase in traffic using Edward Street as a rat run which would cause serious problems for deliveries to my business due to limited width to pass.

**894.15210 - The introduction of bus stop clearways on Corporation Street**

No comments

**894.15211 - the introduction of speed cushions on Wellfield Road and Ashton Street**

Support

- I have no objections to adding speed bumps to reduce traffic speed along Ashton Street and Wellfield Road as this can be an area of speeding concern. Though while these works are in place, this will cut off accessibility to the town centre and worsen traffic conditions so I do have some concerns.
- I fully endorse TRO 2: Speed cushions on Ashton Street & Wellfield Road as this is a no-brainer for safety, especially since the steep downhill section of Wellfield Road is particularly rough.

Objections

- In regards to your second proposal, as a resident of Wellfield Road, I would not say the road is overly busy. Adding speed cushions would not impact the use of our road. I need full access to my car, which is parked in permit parking outside my house, and any changes to where I can drive my vehicle will make my journeys to and from placement very difficult. I understand the need for making Preston more pedestrian friendly, but public transport is not good enough in the city to restrict vehicle movement further.
- Ashton Street and Wellfield Road, have been portrayed as a possible rat run. This is a bus route, with there being a bus stop (Priory Street bus stop), on Ashton Street and one on the other side of the road, near to the junction of Abbey Street. There is also a large industrial estate on Wellfield Road, where HB Panelcraft, amongst others, are based. As such, it is an arterial route, not a rat run. To suggest putting speed humps on this stretch of road is ludicrous. Also, emergency services would need to go over these speed humps if someone on

<p>either road needed an ambulance to transport them to hospital. Someone suffering with a heart attack, stroke or back problems, could find going over a speed hump more painful and potentially more dangerous. I also had a speed hump, outside my previous address on Brackenbury Road, Fulwood. People constantly driving over the speed hump, contributed to my outside walls developing cracks.</p> <ul style="list-style-type: none"> <li>In terms of the proposals for a one-way street and traffic calming measures in the area the position of the residents is that they would like matters to remain the same for the time being. Representations we have received is a concern around the need for accessibility for elderly and disabled residents which potentially would be more difficult if these new schemes are introduced. The residents' position is one that they would like the situation monitored in line with a number of wider changes in the city centre area and if there is an increase danger consider making the change then. At the moment we are unsure what the situation will be following some significant changes to the wider area.</li> </ul>
<p><b>894.15212 - the removal and introduction of bus stop clearways on Ring Way</b></p>
<p>No comments</p>
<p><b>894.15213 - (Various Roads, Friargate Area, Preston, Preston City) (Revocation, Prohibition of Driving and One Way Traffic)</b></p>
<p>Objection</p>
<ul style="list-style-type: none"> <li>We have numerous elderly and disabled patients, who are concerned about the lack of ability to drop off in front of the practice. While there are a number of carparks nearby, feedback from our patients is they don't feel safe or secure using them. Access routes to the practice from these carparks is not suitable for elderly or disabled patients and are not wheelchair friendly. (Note – same comment included in Friargate Moving Orders)</li> </ul>
<p><b>894.15214 - (Friargate Area, Preston, Preston City) (Revocation and Various Parking Restrictions)</b></p>
<p>Objection</p>
<ul style="list-style-type: none"> <li>We have numerous elderly and disabled patients, who are concerned about the lack of ability to drop off in front of the practice. While there are a number of carparks nearby feedback from our patients is they don't feel safe or secure using them. Access routes to the practice from these carparks is not suitable for elderly or disabled patients and are not wheelchair friendly. (Note - same comment included in Friargate moving orders)</li> </ul>
<p><b>894.15215 - The removal of bus stop clearways on Friargate</b></p>
<p>No comments</p>
<p><b>894.15216 - The removal of a pedestrian crossing on Friargate</b></p>
<p>No comments</p>
<p><b>894.15217 - (Orchard Street Area, Preston, Preston City) (Revocation, Prohibition of Driving and One Way Traffic)</b></p>
<p>No comments</p>
<p><b>894.15218 - (Fleet Street, Preston, Preston City) (Revocation and Various parking restrictions)</b></p>
<p>Objection</p>
<p>The grounds/reasons I object to this application for the placement of an overnight taxi stand on Fleet St are as follows:</p> <ol style="list-style-type: none"> <li>All the properties on Fleet St. (with the exception of one property) have all been converted or are currently being converted to full time residential accommodation on all the floors other than ground floors. The noise and disruption which would be caused by the taxi stand/ taxi vehicles from 8pm in the evening to 8am in the morning on a street that is, after 5pm in the evening a predominantly residential street, is ill-conceived.</li> </ol>

2. The nearby late night drinking establishments conversely are all around the corner on nearby Lune Street. These being namely 1842 Bar Lune St, The Real Ale House Lune Street, The Angel Public House and late night drinking establishment Lune Street, and finally Perfect 10S Lap Dancing Bar Lune Street.
3. The idea of setting up a taxi rank on a predominantly residential area of Fleet Street, and by doing so bringing the late night revelers from the late night commercial bars of Lune street on to the predominantly residential Fleet Street and the disruption and disturbance that will cause seems unreasonable and illogical to me.
4. The main Preston CCTV system looks directly up and down Lune Street in a north to south direction and so it is much easier to monitor the coming and goings from the bars by a simple North/South view of Lune Street. To then take people out of sight of the camera system from Lune Street to an unmonitored residential side street of Fleet Street would make things much more difficult to monitor.
5. The doormen and night security outside the bars have a clear view up and down Lune Street from each venue on Lune Street in a simple north to south view. To take people away from this view and more importantly control of the doormen around the corner and out of sight to the unmonitored Fleet Street quite simply makes no sense.
6. Again, any police presence on Lune Street in an evening has a clear view in north/south direction of all the bars, and is backed up by the monitored CCTV system. To make life more difficult for the police by placing the proposed new Taxi stand on Fleet Street around a corner and out of view of one line of sight makes no sense.
7. I appreciate there needs to be a relocation of the taxi stand from Friargate but would respectfully suggest it be placed on Lune Street itself (a much more commercial than residential street), south of the Angel bar and Tens bars - in front of St Georges Shopping Centre entrance/ below the multistory car park. If positioned there, it is in the line of sight and easily monitored by the security//doormen on Lune Street; it is easily monitored by the police on Lune Street; it can be monitored by the CCTV system on Lune Street.
8. Finally, there was an application previously by Preston City council to sight a Taxi rank/ stand on Fleet Street in 2009 (Reference LAS/MRT/FD). The application was rejected and refused approval by Lancashire County Councilors back in 2009 due to the grounds set out above.

**894.15271 - The removal of bus stop clearways on Friargate**

No Comments

**894.15646 - (Friargate North Area, Preston, Preston City) (20mph Speed Limit)**

Support

- The proposed 20mph speed limit will make the centre of Preston much friendlier to pedestrians and so encourage more footfall traffic along Friargate thus increasing business. Preston would also become a more coherent city with Friargate and UCLan becoming better connected to the rest of the centre now that the A59 will no longer be cutting quite so decisively through the centre of town.

**894.15647 - The introduction of pedestrian (zebra) crossings of the cycle track on Ring Way**

No comments

**Scheme general – not referring to a specific order**

Support

- As a resident in Fulwood I believe the current plans for the city centre will improve Preston significantly by encouraging people to walk and bike instead of relying on cars to travel. The current infrastructure is unsafe and unsightly which results in fewer cyclists and pedestrians.

Objection

- As the bike path becomes finalised I can see it's been designed wrong. There's a new accident blackspot going to be created. I believe cyclist injuries and death are going to increase by

adding the bike path to Ringway. Previously the traffic lights at Friargate/Ringway caused a natural stopping of cars so you could cross Friargate on the footpath northern edge of Ringway. The end of Friargate is being pedestrianised so traffic, particularly takeaway delivery drivers aiming to pick-up at the southern end of Friargate will be going east on Ringway, left at Market St West then onto Friargate, and similarly with those leaving Friargate will go onto Ringway at Market St West. You've placed a bike path at this spot, any cyclist going west on the new bike path will be going downhill, so at speed, the cyclist will be able to easily see a car on Market St West southbound via glancing right, but will be surprised by a car on Ringway eastbound who turns north into Market St West as that turn is immediately at the bike path.

**Opening of Maudland Bank to Fylde Road - not proposed within the scheme or a TRO consultation item**

Comments received

- We strongly oppose about opening Maudland Bank for traffic and lorries, buses and coaches.
- Firstly, I want to be assured that there is not, nor will there be in the future, a plan to remove the bollards that block off the bottom of Maudland Bank the other side of which leads to Fylde Road. Whilst the consultation does not include this suggestion I have spoken to my relevant councillors (cc'd) and let them know that there is a view amongst the residents that this may be the longer-term strategy. We fought long and hard to have this put in place for reasons of safety and to address concerns with pollution, as Maudland Bank was used as a cut through and became a rat run for speeding vehicles.
- There MUST be no proposals to revisit the removal of the cut off at the bottom of Maudland Bank onto Fylde Road. Whilst the consultation remains quiet on this matter (and it is my understanding it may be considered at a later stage) I feel the need to re-iterate residents' views on this matter which I support.
- Also, a number of residents are concerned that this proposal and collateral problems will lead to a future proposal the open Maudland Bank to through traffic, by removing the barrier between its junctions with Tuson Drive and Peel Street. The barrier was constructed in August 2001, following a 5-year campaign by residents over road safety concerns as Leighton Street and Maudland Bank was being used as a rat-run, in both directions, between Marsh Lane and Fylde Road.

**Report to the Cabinet**

Meeting to be held on Thursday, 2 February 2023

**Report of the Executive Director of Adult Services and Health and Wellbeing**

**Part I**

Electoral Division affected:  
(All Divisions);

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

**Adult Social Care - Provider Fees Uplift 2023/24**

(Appendix 'A' refers)

Contact for further information:

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**Brief Summary**

This report sets out the county council's proposed fee uplifts for adult social care services for 2023/24, the financial impact of which has been reflected in the Medium- Term Financial Strategy.

Appendix 'A' provides a schedule of the current rates and the proposed rates from 3 April 2023.

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

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

**Recommendation**

Cabinet is asked to approve the following uplifts, with effect from 3 April 2023:

	<b>Market area</b>	<b>Proposed increase</b>
1	<b>Residential and nursing care</b>	
	Weekly older people's approved residential care rates	

	<ul style="list-style-type: none"> <li>▪ Nursing Standard 16% *</li> <li>▪ Nursing Dementia 16% *</li> <li>▪ Residential Standard 20% ^</li> <li>▪ Residential Higher 16% *</li> <li>▪ Residential Dementia 16% *</li> </ul>	
	<i>*11% base uplift + 5% fair cost of care premium whilst funding remains</i>	
	<i>^11% base uplift + 9% fair cost of care premium whilst funding remains</i>	
	<ul style="list-style-type: none"> <li>▪ Mental Health and Learning Disability Residential/Nursing 10.86%</li> <li>▪ Council Run Residential Self Funder Rate 10.86%</li> </ul>	
	<b>Residential and nursing care – All other client groups</b>	10.86%
2	<b>Homecare (all client groups)</b>	
	<ul style="list-style-type: none"> <li>▪ Off framework providers Per contract</li> <li>▪ Framework providers 12.62%</li> </ul>	
3	<b>Supported Living</b>	
	<ul style="list-style-type: none"> <li>▪ Waking hour rate 9.41%</li> <li>▪ Sleep in rate (per shift) 9.41%</li> </ul>	
4	<b>Extra Care</b>	
	<ul style="list-style-type: none"> <li>▪ Sheltered schemes with 24 hour domiciliary care 9.41%</li> <li>▪ Other schemes including purpose built Extra Care 9.41%</li> </ul>	
5	<b>Direct Payments</b>	9.41%
6	<b>Carers</b>	10.10%
7	<b>Shared Lives</b>	10.10%
8	<b>Day Care</b>	10.35%
9	<b>Respite and Individual Service Funds</b>	Uplift in line with relevant service (e.g. homecare/residential care)
10	<b>Intermediate Care covering the following services:</b>	9.41%
	<ul style="list-style-type: none"> <li>- Reablement</li> <li>- Home First</li> <li>- Hospital Aftercare</li> <li>- Crisis</li> </ul>	

11	<b>Discharge to assess residential and nursing placements</b>	<b>No automatic uplift</b>
12	<b>Roving Nights</b>	9.41%
13	<b>Prescription Equipment</b>	10.1%

## Detail

Lancashire County Council commissions over 900 providers to support approximately 38,000 carers and adults in community and residential based settings, at an annual gross cost of approximately £550 million.

On an annual basis, the council reviews its fees for adult social care services. This report summarises the key issues facing the sector over the next year and makes recommendations for uplifts to fees paid to providers for 2023/24.

The county council has continued to experience challenges in the care sector as it recovers and lives with the effects of the COVID-19 pandemic. There are now additional pressures on the care market through inflation in excess of 10%, and the high global energy costs which particularly affect residential and nursing homes. This has manifested itself in significantly increased costs for providers. The cost of living crisis further affects staff recruitment and retention, with most social care sector staff being among the lowest paid.

Occupancy levels in the residential market are now climbing back towards their pre-pandemic levels. However, more homes are ceasing their operations which puts pressure on the county council's ability to appropriately return people to their homes. Home care continues to see increased demand whilst struggling to recruit and retain staff to meet that demand. At the time of writing this report, it is difficult to estimate the continuing impacts of the global energy costs crisis and the direction of inflation on the care market in 2023/24, and whether any additional funding will be available from central government.

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

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

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

As a result of these increases, approximately 14% of service users in receipt of chargeable community services (1,704 people) and 21% service in receipt of chargeable residential services (1,070) will experience a change to their charge.

## **Uplifts**

A number of cost pressures have been considered when setting the level of uplifts.

The National Living Wage remains a significant element of any provider's overall cost pressures. However, whilst the National Living Wage was expected to increase by approximately 6% in the Government's spending autumn statement in November 2022, a much higher increase than anticipated of 9.7% was announced, rising from £9.50 to £10.42 per hour for people aged 23 years or older on 1 April 2022. There are similar percentage increases for those aged under 23.

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

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

## **Market Sustainability and Fair Cost of Care**

The county council has continued to engage with providers delivering care and support in Lancashire across the whole spectrum of care services, through regular engagement fora. In addition, specific engagement has taken place as part of the 'Market Sustainability and Fair Cost of Care' guidance issued in March 2022, which was an integral element of the social care reforms outlined in the government white paper 'People at the Heart of Care' in December 2021.

Cost information was gathered from providers who were in scope (care homes for people aged 65 and over and homecare for people aged 18 and over), in order to develop a view of what a fair cost of care would be for those services in Lancashire. Whilst the exercise proved useful in developing our understanding of providers costs and pressures, the low completion rate and level of information provided proved insufficient in establishing a true 'fair cost of care' across the whole market. However, the county council is committed to using all fair cost of care funding to support the market whilst funding is made available. Details of the exercise are due to be published in February 2023.

The Market Sustainability and Fair Cost of Care requirements have now been significantly revised, along with the associated adult social care reforms which have been delayed until 2025. However, the county council has utilised the information provided from the exercise to help inform proposed fee rates for 2023/24, and is committed to working towards a fair cost of care for all its contracted care and support providers.



## Residential Care

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

Taking into consideration the information gathered from the 'Fair Cost of Care' exercise, and the county council's commitment to working towards a fair cost of care and ensuring a sustainable market for residential care, it is proposed that the following increases are applied to older people's weekly approved residential care rates.

It is recommended that all residential based services receive an uplift of approximately 11%. Fair cost of care funding for older people's residential services allows an additional uplift in 2023 of approximately 5%, excluding residential standard fees which will receive an additional 9%. This brings the total uplift for these areas to 16% and 20% respectively.

	2022/23 Fee	2023 Base Fee	Fair Cost of Care Funding	2023/24 Total Fee*
NURSING	£614.43	£680.60	£32.14	£712.74
NURSING DEMENTIA	£726.25	£804.47	£37.98	£842.45
RESIDENTIAL STANDARD	£535.30	£593.43	£48.93	£642.36
RESIDENTIAL HIGHER	£608.94	£675.07	£31.30	£706.37
RESIDENTIAL DEMENTIA	£654.60	£725.69	£33.65	£759.34

*\*The annual fund for room premiums remains available and the fee remains unchanged at £10 per room per week for all new placements. It is the Provider's responsibility to ensure that the room premium is applied for and set up at the time the placement in the compliant room is made. Should a provider make a retrospective claim for room premiums the maximum period the county council will backdate is the later of the compliant room placement start date or 3 months from the date the request is made.*

For other client groups such as Mental Health and Learning Disability residential and nursing provision, a rate of 10.86% is proposed and, in turn, the standard fee level will increase to £725.69 per week.

For self-funders living in the county council's in-house older people's residential homes, it is proposed that fees increase by 10.86%.

## Homecare

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

About 70% of the county council's homecare is commissioned from one of 41 providers, contracted through a pre-agreed "framework" contract, where their initial fees had been agreed at the start of the contract in November 2017, along with a pre-agreed annual uplift each November up to November 2020. After November 2020, providers are awarded an annual uplift in April each year. The current framework ends in November 2023 and therefore the recommended uplifts will only apply from that date. A new contract will commence from November 2023 with new rates set as part of the tender process.

Other providers are contracted for individual packages of care and are described as "off framework". Fees are agreed with "off framework" providers at the start of the package of care, and are then subject to a negotiated uplift. "Off framework" providers are used when "framework" providers are unable to meet demand and are often more expensive than framework provision.

Homecare will be retendered through a new procurement model commencing in November 2023, the intention is that it will be used by both Lancashire County Council and NHS Lancashire and South Cumbria Integrated Care Board. It is anticipated this will help to harmonise fees, improve sustainability for providers and provide more predictability of spend for commissioners.

#### *Homecare On-Framework*

Under nationally prescribed guidance, the county council has conducted a 'Fair Cost of Care' exercise with all homecare providers registered with the Care Quality Commission and operating within Lancashire County Council boundaries.

It is proposed that providers receive a base uplift of 9.41%. Taking into consideration the results of the 'Fair Cost of Care' exercise, and the county council's commitment to working towards a fair cost of care and ensuring a sustainable market for home care, Fair Cost of Care Funding allows an additional 3.21% to be applied, bringing the total uplift to 12.62%.

#### *Homecare Off-Framework*

It is proposed that, where care has been commissioned off-framework, no automatic uplift is applied but would be subject to uplift through negotiation with the provider.

### **Supported Living**

Supported living accommodation offers independent living, with care and support, for working age adults with a learning and/or physical disability. Accommodation is provided through apartment schemes, bungalows and some shared living. The county council supports approximately 1,900 people through this type of care and support.

Support is provided through individual support hours and, where 24-hour support is required, via 'sleep-in' payments.

#### *Waking hours*

It is recommended that all supported living rates are increased by 9.41%. This increases the approved rate to £19.31 per waking hour.

#### *Sleep-in payments*

It is recommended that sleep-in payments rates are increased by 9.41%. This increases the approved rate to £73.67 per sleep-in shift.

### **Extra Care**

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



### *Purpose built extra care schemes*

It is recommended that an uplift of 9.41% is applied on the contract anniversary, where no tendered rate is available. This is in line with the supported living uplift recommendation.

### *Sheltered housing schemes with 24-hour domiciliary care*

It is recommended that an uplift of 9.41% is applied in April 2023, in line with supported living uplift recommendation.

## **Carers**

Lancashire County Council supports over 7,000 carers through a Personal Budget awarded as a Direct Payment, depending on the level of support ('higher' or 'lower') they require. The scheme was introduced in April 2015, and is intended to help people in their role as a carer, typically towards a relative or partner.

The proposal is to uplift the annual payments in line with relevant inflationary pressures (10.10%) to £293.02 for the lower rate and £433.16 for the higher rate.

## **Shared Lives**

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

The proposal is to uplift all Shared Lives carer fees by 10.10%, in line with relevant inflationary pressures. Shared Lives carers are individuals operating in their own homes, and would therefore not experience the cost pressures experienced by businesses with premises and administrative overheads, hence the lower recommended uplift in fees.

## **Day Time Support**

Lancashire County Council commissions daytime support for over 1,200 adults. Support is delivered in a variety of locations from traditional accommodation based services, through to outdoor activity centres by approximately 50 providers.

During 2018/19, the county council established an open list of pre-qualified service providers for day care services for people aged 65 and over. Providers are contracted to meet the county council's quality standards, and prices were agreed with individual providers at that time and have remained the same to date. Services are delivered in a variety of different ways and can be paid for by the hour or by session.

It is proposed to uplift fees for all day providers by 10.35%, from 3 April 2023.

## **Individual Service Funds**

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

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

## **Direct Payments**

Direct payments allow people to receive a Personal Budget, to allow them to arrange and fund their own care needs. This can be by employing a personal assistant, or purchasing their own care direct from a registered care provider. More than 3,800 people receive Direct Payments.

It is recommended that an inflationary uplift of 9.41% is applied to all weekly Direct Payments.

## **County Council Commissioned Respite/Short Breaks**

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

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

## **Intermediate Care Services**

Intermediate care services are provided, usually to older people, after leaving hospital, or when they are at risk of being admitted to hospital. The services offer a link between places such as hospitals and people's homes, and between different areas of the health and social care system such as hospitals, community services, GPs and social care.

### *Reablement*

Reablement is a short-term service, designed to help people to develop the confidence and skills they need to live as independently as they can within the community.

### *Crisis Services*

The Crisis service offers short term, intensive support, often as an alternative to hospital admission.



### *Home First and Hospital Aftercare*

These services are designed to help people return and adjust to being back at home, after a period in hospital.

It is proposed that a 9.41% uplift is applied to fees for the above intermediate care services, with effect from 3 April 2023.

### **Discharge to assess residential and nursing placements**

These services are short term, generally lasting less than four weeks, and are often delivered within mainstream residential and nursing homes. Fees are negotiated at the time of placement and reflect current market conditions. It is proposed that no automatic uplift is applied to placements open on 3 April 2023 fees.

Work is in progress to review existing residential and nursing discharge, to assess services and to establish a service specification in conjunction with the NHS. Fees for these services will be set as part of this work.

### **Roving Nights**

The Roving Night Time Support Service provides care for people in their home during the night time hours, 7 days a week with a supporting 24 hour, 7 days a week referral response service.

It is proposed to uplift fees roving nights fees by 9.41% from 3 April 2023.

### **Retail Model - Prescription Equipment**

Community equipment, either Simple Aids to Daily Living such as walking aids, trolleys, perching stools and raised toilet seats help people to remain independent in their own homes. The retail model is a prescription based service, whereby Lancashire citizens are issued with a prescription to obtain equipment from a local supplier.

It is proposed to uplift all catalogue prices 9.41% from 3 April 2023.

### **Out of County Placements**

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

Instead, the county council will honour the host authority uplifts, upon receipt of confirmation of these uplifts. Providers should make contact via [contractmgmt.care@lancashire.gov.uk](mailto:contractmgmt.care@lancashire.gov.uk) and provide confirmation of the host authority's rate increase.

Should a provider make a retrospective claim for out of county uplifts, the maximum period the county council would backdate is the later of either the placement start date, or 3 months from the date the request is made.

## **Packages Jointly Funded with Health**

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

### **Implications:**

This item has the following implications, as indicated:

#### **Financial**

The fee uplifts included within this report will cost approximately £35m, with the funding provided within the medium-term financial strategy. The additional cost of the fee increases is after the utilisation of additional grant funding provided in 2023/24.

#### **Legal**

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

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

Fee uplifts proposed in this report have been set at a level that reflects current market conditions, following a period of engagement with providers, and with reference to the recent 'Fair Cost of Care' exercise. The fee uplifts incorporate changes to the national living wage, in addition to other factors such as changes in employers' contribution rates for national insurance and general inflation.

Fee uplifts shall be implemented in accordance with the relevant contractual provisions for each of the services.

The county council has considered its Public Contract Regulations 2015 obligations in making these recommendations.

#### **Equality and Cohesion**

If approved, the uplift will be made to all social care providers. There is no information about the protected characteristics of providers and no adverse effect is anticipated on providers. Should the uplift not be made, there is a risk some providers may cease to operate, which would adversely impact their employees who are predominantly women as women are over-represented in the care workforce, and service users.

As noted earlier, it must be acknowledged that the increase in uplift could adversely impact some service users who pay for their care, these are more likely to be from the disability and age (older people) protected characteristics groups. This impact

may be mitigated for some service users by the Fair Access to Charges arrangements in place and other arrangements but for others this may present an additional increase at a time of cost of living concerns which could increase the adverse impact experienced.

### **Risk management**

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

The county council has undertaken regular consultation with a wide range of providers to inform the development of the fees proposed for 2023/24.

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

It is likely that there will be continuing pressure on the care market in the short to medium term, and there is no guarantee that these fee uplifts will resolve the issues currently being experienced by care providers in terms of recruitment and retention of staff. Unprecedented increases in energy costs bring significant financial risk to residential and nursing home providers, and it is not possible to predict future energy costs at this time. There is a continuing risk of provider failure and/or of providers handing back contracts, should they consider that it is not viable for them to continue to provide services. Commissioning staff will continue to monitor the market and engage with providers and the NHS to mitigate any risk where possible.

### **List of Background Papers**

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





# Appendix A

	Uplift	2023/24 Fee rate	Effective from:
<b>HOME CARE</b>			
Homecare - Framework	12.62%	Various rates	03/04/2023
Homecare - Off Framework	0.00%	Various rates	03/04/2023
<b>SUPPORTED LIVING</b>			
Waking hour	9.41%	£19.31	03/04/2023
Sleep-in	9.41%	£73.67	03/04/2023
<b>OLDER PEOPLE</b>			
<b>RES &amp; NURSING</b>			
Nursing - Standard	16.00%	£712.74	03/04/2023
Nursing - Dementia	16.00%	£842.45	03/04/2023
Residential - Standard	20.00%	£642.36	03/04/2023
Residential - Higher	16.00%	£706.37	03/04/2023
Residential - Dementia	16.00%	£759.34	03/04/2023
Room premium	0.00%	£10.00	03/04/2023
<b>OTHER CLIENT GROUPS</b>			
<b>RES &amp; NURSING</b>			
Mental Health	10.86%	Various rates	03/04/2023
Learning Disability	10.86%	Various rates	03/04/2023
<b>EXTRACARE</b>			
Extracare	9.41%	Various rates	03/04/2023
Extra care (sheltered housing based)	9.41%	Various rates	03/04/2023
<b>CARERS</b>			
Annual - Lower	10.10%	£293.02	03/04/2023
Annual - Higher	10.10%	£433.16	03/04/2023
<b>SHARED LIVES</b>	10.10%	Various rates	03/04/2023
<b>DAY SERVICES</b>			
Older People	10.35%	Various rates	03/04/2023
Other Client Groups	10.35%	Various rates	03/04/2023
<b>DIRECT PAYMENTS</b>	9.41%	EXCLUDE AS GOING OUT TO TENDER	03/04/2023
<b>REABLEMENT</b>	9.41%	Various rates	03/04/2023
<b>CRISIS / HOME FIRST</b>	9.41%	Various rates	03/04/2023
<b>PRESCRIPTION EQUIPMENT CONTRACT - ALL ITEMS</b>	10.10%	Various rates	03/04/2023
<b>ROVING NIGHTS</b>	9.41%	Various rates	03/04/2023
<b>ROLLING RESPITE</b>	Uplift in line with relevant service	Various rates	03/04/2023
<b>OLDER PEOPLE - COUNCIL RUN HOMES</b>			
<b>Self Funder Rate</b>			
Residential Dementia	10.86%	10.86%	03/04/2023
Residential Dementia (admitted pre 04/18)	10.86%	10.86%	03/04/2023
Residential Standard	10.86%	10.86%	03/04/2023
Residential Standard (admitted pre 04/18)	10.86%	10.86%	03/04/2023



**Report to the Cabinet**

Meeting to be held on Thursday, 2 February 2023

**Report of the Director of Adults, Community and Social Care**

**Part I**

Electoral Division affected:  
(All Divisions);

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

**Joint Policy for the Management of Section 117 Aftercare, Reviews and Discharge**

(Appendix 'A' refers)

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**Brief Summary**

Under the Care Act 2014 and Mental Health Act 1983, local authorities and Integrated Care Boards have a joint duty to arrange the provision of mental health "aftercare" services, for people who have been detained in hospital for treatment under certain sections of the 1983 Act.

A Joint Policy for the Management of Section 117 Aftercare, Reviews and Discharge has therefore been developed by partners in the Lancashire and South Cumbria Integrated Care System. The policy is intended to help the county council meet its obligations to work with the NHS and support people with mental health issues to leave hospital and receive the care and support they require.

**Recommendation**

Cabinet is asked to approve the Joint Policy for the Management of Section 117 Aftercare, Reviews and Discharge, set out at Appendix 'A'.

## **Detail**

The law states that people detained under certain sections of the Mental Health Act 1983 are entitled to "aftercare" services, once they are discharged from hospital or other settings. The county council is obliged to work with the NHS to ensure these entitlements are met. This entitlement applies to people of all ages, including children and young people. As of January 19, 2023, the county council provided aftercare services to 4,259 individuals.

Aftercare services are services which meet a need arising from or related to the patient's mental disorder, and reduce the risk of a deterioration of the patient's mental condition (and, accordingly, reduce the risk of the patient requiring admission to hospital again for treatment for their mental disorder). The aim of aftercare services is to maintain patients in the community, with as few restrictions as necessary, wherever possible.

Aftercare services can be provided for a broad range of needs and can include health care, social care, specialist accommodation, help to meet other people, services to meet cultural or spiritual needs, help with work, training, skills or education, or free prescriptions for mental health medication.

The Joint Policy for the Management of Section 117 Aftercare, Reviews and Discharge has therefore been developed by partners in the Lancashire and South Cumbria Integrated Care System, to support people who have been detained, to leave hospital (or other forms of intensive care) and receive the care and support they require. This approach meets the county council's ambition to avoid prolonged hospital stays and to provide care and support to people close to where they live, as well as promoting effective joint working with our NHS partners.

The Joint Policy for the Management of Section 117 Aftercare, Reviews and Discharge contains information on planning, funding, reviewing, and discharging Aftercare services. Annexes to the joint policy provide additional information on Section 117 Aftercare reviews and discharge planning. Each organisation within the Partnership will produce its own implementation guide, to assist practitioners in meeting their legal obligations.

## **Consultations**

The Joint Policy for the Management of Section 117 Aftercare, Reviews and Discharge has been developed by partners in the Lancashire and South Cumbria Integrated Care System.

## **Implications:**

This item has the following implications, as indicated:

## **Risk management**

The county council is obligated to provide Section 117 Aftercare services to eligible patients detained under the law. The proposed policy is aimed at ensuring that these obligations are met in an effective manner in conjunction with our NHS partners.



## Financial

The county council and its partners are aware of their obligations to work together and currently meet their legal requirements to provide Section 117 aftercare services. The policy is intended to allow for the sharing of financial responsibility where appropriate and represents no immediate financial risks or additional financial burdens to the county council and the costs will be contained within the current budget envelope.

## Legal

The proposed policy will support the county council to meet its obligations under the Care Act 2014 and Mental Health Act 1983 to provide Section 117 aftercare services in conjunction with the NHS and is line with our statutory responsibilities.

## Equality and Cohesion

In applying this policy, colleagues should be mindful of the requirements of the Equality Act 2010 and the general aims of the Public Sector Equality Duty to:

- Eliminate discrimination, harassment, or victimisation because of protected characteristics.
- To advance equality of opportunity for those who share protected characteristics with those who do not share them including increasing participation in public life where such groups are under-represented.
- And fostering good relations between those with protected characteristics and those who do not share them/community cohesion.

The protected characteristics defined in the Equality Act 2010 are: age, disability, gender reassignment, pregnancy and maternity race, religion or belief, sex/gender, sexual orientation and marriage or civil partnership status. It is likely that most people who receive Section 117 Aftercare will meet the Equality Act's definition of disability but will also have other protected characteristics.

In using this Policy, particular consideration should be given to whether there is a need for "reasonable adjustments" to meet the needs of a person – for example the Section 117 recipient or their family members – in terms of communication requirements, access requirements or other needs.

## List of Background Papers

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







**Lancashire &  
South Cumbria**  
NHS Foundation Trust

**JOINT POLICY FOR THE  
MANAGEMENT OF  
SECTION 117 AFTERCARE,  
REVIEWS AND DISCHARGE**

POLICY	Local Joint Policy for the Management of Section 117 Aftercare, Reviews and Discharge
DATE RATIFIED	[Insert Month] 2023
NEXT REVIEW DATE	[Insert Month] 2024
APPROVED BY	Fleur Carney (Integrated Care Board) Louise Mathews (Blackburn with Darwen Council) Sarah Walsh (Blackburn with Darwen Council) Jayne Gornall (Blackpool Council) Ian Crabtree (Lancashire County Council)
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This Policy will be reviewed annually from the agreement date and will be managed through the multi-agency oversight group operated through the Lancashire and South Cumbria Integrated Care System.



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## 1. Policy Statement

This document is intended to ensure compliance by each of the organisations involved in the development and approval of this policy with the legal requirements and joint duties for the management of **Section 117 Aftercare**. Each organisation will produce its own implementation guide to assist practitioners in meeting their legal obligations.

Paragraph 7.23 of the [Care and Support Statutory Guidance issued under the Care Act 2014](#) states that, under Section 117 ("S117") of the [Mental Health Act 1983](#) (MHA), local authorities together with Integrated Care Boards (ICBs) have a joint duty to arrange the provision of mental health Aftercare services for people who have been detained in hospital for treatment under certain sections of the 1983 Act.

### Health Service Circular HSC 2000/003 and Local Authority Circular LAC 2000(3) states that:

‘Social services and health authorities should establish jointly agreed local policies on providing S117 MHA Aftercare. Policies should set out clearly the criteria for deciding which services fall under S117 MHA and which authorities should finance them. The S117 MHA Aftercare plan should indicate which service is provided as part of the plan.

Aftercare provision under S117 MHA does not have to continue indefinitely. It is for the responsible health and social services authorities to decide in each case when Aftercare provided under S117 MHA should end, taking account of the patient's needs at the time. It is for the authority responsible for providing services to take the lead in deciding when those services are no longer required. The patient, their carer(s), and other agencies should always be consulted’.

## 2. Scope

People with mental health needs are entitled to request an assessment under the Care Act to establish any unmet social care needs and what services they might require. However, Section 117 of the MHA 1983 (Section 117 Aftercare) goes much further than this and imposes a **duty** on health and social services to provide Aftercare services to people who have been detained under specified sections of the Mental Health Act

Any person who has been treated under Sections 3, 17, 37, 45A, 47 or 48 of the Mental Health Act is entitled to receive Aftercare services from the point at which they are discharged from hospital/prison. It applies to people of all ages including children and young people.

This applies even if:

- The person remains in hospital for a period on a voluntary basis having been discharged from these sections.
- The person is released from prison having spent some of their sentence in hospital under these sections of the Act.
- The person is going onto a Supervised Community Treatment (also known as Community Treatment Orders (CTO)). It would be advisable for local areas to have

agreed standard funding protocols in place where an individual is discharged under a CTO to prevent delayed discharge.

- The person is granted S17 leave under the Mental Health Act.

### 3. Definition

#### What is Section 117 Aftercare?

Chapter 33 of the [Mental Health Act Code of Practice](#) ("the Code") sets out guidance in relation to aftercare and should be read with Chapter 34 (Care Programme Approach).

Paragraph 33.3 says *"Aftercare services mean services which have the purposes of meeting a need arising from or related to the patient's mental disorder and reducing the risk of a deterioration of the patient's mental condition (and, accordingly, reducing the risk of the patient requiring admission to hospital again for treatment for mental disorder. Their ultimate aim is to maintain patients in the community, with as few restrictions as are necessary, wherever possible."*

It is an enforceable, free standing joint duty on the local authority and ICB in collaboration with voluntary agencies to provide **free** Aftercare services for patients under Section 3, 37, 45A, 47 and 48.

[The Mental Health Act Code of Practice](#) says that ICBs and the local authority should interpret the definition of Aftercare services broadly. For example, Aftercare can include healthcare, social care, employment services, supported accommodation and services to meet the person's wider social, cultural, and spiritual needs if these needs arise directly from or are related to the person's mental disorder and help to reduce the risk of deterioration in the person's mental condition.

### 4. Purpose

#### What is Section 117's purpose?

The primary purposes of S117 of the MHA 1983 (and as amended in 2007), as defined in s117 (6), are:

- To meet the need arising from the individual's mental disorder.
- Reduce the risk of deterioration of the person's mental condition.
- To minimise the need for repeated admissions for treatments
- "Aftercare is a vital component in patients' overall treatment and care. As well as meeting their immediate needs for health and social care, Aftercare should aim to support them in regaining or enhancing their skills or learning new skills, to cope with life outside hospital" (Code, paragraph 33.5).

The provision of accommodation in and of itself is not considered to be an S117 Aftercare need unless:

- Need for accommodation is a direct result of the reason that the patient was detained under the MHA; and
- The accommodation is enhanced specialised accommodation to meet needs directly arising from the mental condition; and
- The ex-patient is being placed in the accommodation on an involuntary (in the sense of being incapacitated) basis arising because of the mental condition.

Case law on the scope of Aftercare is summarised in (R (Afework) v London Borough of Camden 2013 and the [Local Government Ombudsman \(LGO\) together with the Parliamentary and Health Service Ombudsman \(PHSO\) have published joint guidance to help prevent common and repeated mistakes in the provision of care.](#)

### **What does it NOT cover?**

Section 47 of the Care Act should be consulted regarding the requirements to protect moveable property and belongings such as:

- Storage of property
- Housing pets
- Household bills
- Food
- Holidays

## **5. Section 117 and Ordinary Residence**

'Ordinarily resident' refers to a man's abode in a particular place of country which he has adopted voluntarily and for settled purpose as part of the regular order of his life for the time being, whether of short or of long duration

*R v London Borough of Barnet ex parte Shah (1983)*

According to Sections 18 and 20 of Care Act, local authorities have a duty to meet the eligible needs of people if they are present in its area but of no settled residence. In this regard, people who have no settled residence, but are physically present in the local authority's area, should be treated in the same way as those who are ordinarily resident.

Section 75 of the Care Act amends Section 117 of the Mental Health Act 1983 to provide that the local authority responsible for providing or commissioning Aftercare services is the local authority in which the person was ordinarily resident immediately before the person was detained.

Section 39(4) of the Care Act provides that an adult who is being provided with accommodation under Section 117 is to be treated for the purposes of Part 1 of the Care Act 2014 as ordinarily resident in the area of the local authority in England or the local authority in Wales on which the duty to provide the Section 117 Aftercare services lies.

This position is currently being considered by the Supreme Court following the decision in R (Worcestershire County Council) v Secretary of State for Health and Social Care (2021).

The current position, subject to the Supreme Court's ruling, is that, unless otherwise validly discharged, the duty of S117 provision lies with the place of ordinary residence prior to the detention of the adult.

If there are disputes regarding ordinary residency, local authorities should try to resolve these disputes locally if possible, following locally agreed procedures. Legal advice must be sought, and efforts made to resolve disagreements. If the issues cannot be resolved, they become a formal dispute and can be referred to the Secretary of State. Any disputes regarding where a person was ordinarily resident must be resolved through application of Section 40 of the Care Act 2014.

The subject of S117 must not suffer lack of, or delay in provision of, services because of an ordinary residence dispute. Provision of services may be on a "Without Prejudice" basis and the costs of provision may be recouped by the successful body.

[Current government guidance on this issue is available here.](#)

## **No Recourse to Public Funds**

Aftercare services must be provided free of charge and are not subject to any immigration exclusions. Therefore, nationality and immigration status are not factors that affect whether a person can be provided with Aftercare under Section 117.

## **6. Planning Section 117 Aftercare**

Section 117 Aftercare status will be recorded on the relevant local authority electronic record and the Health record. **It is the responsibility of each local authority to maintain an accurate record** and each authority should share information to ensure this is kept up to date. Each party to this policy is committed to sharing information with neighbouring authorities and/or organisations in respect of whether someone holds S117 eligibility.

Section 117 Aftercare should be planned with the person, their family and carers, as well as professionals, including representatives from both health and social care, and should look at both health and social care needs. The type of Section 117 Aftercare required will depend on the circumstances of the individual and their mental health needs. Social services are entitled to take their resources into account when planning how to meet assessed need.

Section 117 Aftercare starts once the service user has been discharged from hospital, prison, or secure hospital when they were detained under a qualifying section of the MHA.

**However:** Good practice would be to commence Aftercare planning from the point of admission to a place where they are detained, and fully advise the service user and family members of the options available. Challenges have been brought under Article 5 and Article 8 of the Human Rights Act 1998 for failure to implement discharge planning arrangements within '*a reasonable time*'. Health and social care staff responsible for discharge planning need to ensure that the reasons for any delay are well documented

and evidenced. Discharging remains a joint responsibility between the ICB and the local authority. Where a Tribunal or Hospital Manager Hearing has been arranged the local authority and ICB should try to arrange services that would allow the discharge to take place.

The multi-disciplinary team and Lead Professional (this is the Responsible clinician whilst the person is an inpatient) should ensure that the following key actions under Section 117 Aftercare planning are taken:

- Screening for Continuing Health Care (CHC) is carried out *only* in relation to any physical health needs which are unrelated to mental health needs to be addressed under Section 117, and a decision regarding entitlement is recorded. If the person is in a terminal phase of illness consideration should be given to Fast Track Pathway.
- A Section 117 meeting is held to agree the Section 117 Aftercare plan, which will include the multi-disciplinary team, representation from health and social care, the person, their family and/or carers, and an advocate where appropriate.
- Joint funding arrangements for the Section 117 Aftercare plan are agreed by the appropriate budget holder(s) before the Section 117 Aftercare plan is implemented.
- Details of *all* services (including those provided to meet eligible needs unrelated to the person's mental health) that will be provided to the person upon discharge are clearly stated in the plan – the plan should clearly state **Section 117 Aftercare**, and detail which services are provided under S117, and which are provided under any other provision.
- Details of informal care provided by non-statutory bodies are clearly stated in the plan.
- If social care services are provided for reasons other than mental health, these services can continue to be provided under the Care Act. This may result in the person being required to make an assessed contribution towards the cost of their social care.
- The person is informed, in writing, about the financial implications of any services provided which are not related to their mental health after care needs

There is no obligation to take up Section 117 Aftercare services and the person has a right to decline. It is essential to record this decision and that the person remains eligible for Section 117 Aftercare.

A refusal of services or to engage *does not* mean the person should be discharged from Section 117 Aftercare.

It is important to continue to work with the person to try to support them to accept the services to meet their mental health care needs under Section 117 Aftercare. Details of the Lead Professional who will organise and chair the next review at six weeks must be clearly documented.

## **7. Funding Section 117 Aftercare**

S117 Aftercare responsibility comes into effect at the point of discharge. It is therefore essential as part of the discharge planning process to identify the relevant funding bodies prior to discharge.

Attention should be paid to any local pathways agreed between the local authority and the ICB relating to decision-making processes for the funding of S117 Aftercare and

Continuing Health Care. There are currently different working practises between different local authorities, in Lancashire and South Cumbria

The responsibility of ICBs has been changed regarding residency and is set out in regulations. The responsibility of local authorities was changed by the Care Act and came into effect from April 2015. As the regulations are not retrospective, the following provisions apply:

- Patient's residency prior to 1st April 2013 should be determined according to their residence prior to detention.
- Patient's residency on or after 1st April 2013 should be determined according to [the new regulations](#).
- Patient's residency on or after 1st April 2015 should be determined in accordance with the amendments made to S117 by the Care Act.

### **Funding Responsibility and Residency: Discharge before 1st April 2013**

The responsible ICB and local authority are identified by the area the patient was resident at the time they were detained under the relevant section of the MHA. If the person did not have a place of residence, the area they are being sent to on discharge would assume responsibility.

Residency in the context of S117 should be interpreted as a **“settled presence in a particular place other than under compulsion”** (*R. (on the application of M) v Hammersmith and Fulham London BC, 2010*). This applies regardless of the duration of the residence. In cases of dispute, the matter of residency should be determined on a case- by-case basis (which includes the person's views of where they reside), seeking legal advice if required.

Decisions regarding ordinary residence may often be complex and for this reason advice should be sought via Senior Managers, who may escalate issues to legal services as appropriate. **LANCASHIRE COUNTY COUNCIL STAFF** [can get help, support and advice from the Ordinary Residence Steering Group via dedicated e-mailbox](#). See Appendix 4 for more details on the process that county council staff **must follow** in dealing with cases involving ordinary residence.

Where the responsible authorities have been identified, the patient's case should be allocated to a Care Coordinator as soon as possible after implementation of the detaining section. This allows for assessments and discharge planning commencing at the earliest opportunity.

### **Funding Responsibility and Residency: Discharge prior to 1<sup>st</sup> April 2013 and on or after 1st April 2016**

The regulations determine that the ICBs responsibility in these circumstances is:

- The ICB responsible for the area where the patient is registered with a GP, or where there is no GP registration.
- The ICB responsible for the geographic area where the patient is “usually resident”

For ICBs '**usually resident**' is not the same as **ordinarily resident** and the main criterion for determining is through the individual's perception as to where they are resident in the UK (currently or most recently). In cases of dispute, the matter of residency should be determined on a case-by-case basis (which includes the person's views of where they reside), seeking legal advice if required.

Decisions regarding residence, ICB responsibility and local authority responsibility may often be complex and for this reason advice should be sought via Senior Managers, who may escalate issues to legal services as appropriate.

### **Funding Responsibility and Residency: Discharge on or after 1st April 2013 to 31<sup>st</sup> March 2016**

The ICB responsibility for S117 is determined by the ICB whose area the individual was discharged to following admission.

Under these circumstances (i.e., a terminal phase) the ICB would take the necessary arrangements for the provision of fully-funded NHS Continuing Health Care, which may be provided in any appropriate environment, including the person's home.

### **S117 and the National Framework for NHS Continuing Health Care and NHS Funded Nursing Care**

[The National Framework for NHS Continuing Health Care](#) makes the following point at paragraph 339:

[...] a person in receipt of Aftercare services under section 117 may also have ongoing needs that do not arise from, or are not related to, their mental disorder and that may, therefore, not fall within the scope of section 117. Also, a person may be receiving services under section 117 and then develop separate physical health needs (e.g., through a stroke) which may then trigger the need to consider NHS Continuing Healthcare, but only in relation to these separate needs, bearing in mind that NHS Continuing Healthcare must not be used to meet section 117 needs. Where an individual in receipt of section 117 services develops physical care needs resulting in a rapidly deteriorating condition which may be entering a terminal phase, consideration should be given to the use of the Fast Track Pathway Tool.

Under these circumstances (i.e., a terminal phase) the ICB would make the necessary arrangements for the provision of fully-funded NHS Continuing Health Care, which may be provided in any appropriate environment, including the person's home.

### **Top Up payments**

From April 2015, following the introduction of S117 A by the Care Act individuals who are subject to S117 and for whom the ICB are providing or arranging accommodation under S117 are entitled to choose their preferred accommodation provided that the conditions set out in the Regulations are met.

It must be noted, however, that the placing body must offer at least one alternative placement which would meet needs without a top up which, for the person to be personally liable for a top up payment.



A person subject to S117 is entitled to purchase additional services over and above those identified to meet their assessed care needs. Any additional services must be separately invoiced directly to the individual. Any 'top up' payment arrangement for S117 must be agreed by the relevant manager and Forum because of the risks involved.

### **Top Up Payments and Risks**

Top up payments for accommodation are subject to the Regulations. The Regulations provide that to apply Top up payments:

- *The local authority is satisfied that a person (“the payer”) is willing and able to pay the additional cost of the preferred accommodation for the period during which the local authority expects to meet needs by providing or arranging for the provision of that accommodation; and*
- *The payer enters into a written agreement with the authority in which the payer agrees to pay the additional cost.*

There is no need to undertake a financial assessment, but the risk mitigations detailed above must be clearly explained and recorded. If the person is discharged from S117 and meets the eligibility criteria for social care services, then the usual financial arrangements will apply.

### **S117 and Prescription Charges**

S117 does not automatically entitle individuals to free prescriptions. The Regulations (National Health Service (Charges for Drugs and Appliances) Regulations 2000(b)) state the criteria required, so that individuals may be able to claim free prescriptions if, at the time the prescription is dispensed, they were in receipt of a qualifying benefit or exempted condition.

### **Direct Payments**

Local authorities have a duty to offer Direct Payments to people who are subject to mental health legislation with the principal exception of people who are on *conditional discharge* from hospital under Part III of the MHA where there is now a power (but not a duty) to offer Direct Payments. Local authorities also have a power (but not a duty) to offer Direct Payment arrangements for conditions attached to a Guardianship Order.

### **Section 117 and Personal Health Budgets**

From December 2019, people eligible for Section 117 Aftercare have a legal right to a Personal Health Budget. A Personal Health Budget is an amount of money to support a person's identified health and wellbeing needs, which is planned and agreed between the person, their representative, or in the case of children, their families or carers and the local NHS.

## 8. Reviewing Section 117 Aftercare

A review date is set so that the Section 117 Aftercare is not left to run indefinitely without thought of discharge. All people discharged from hospital with Section 117 Aftercare arrangements in place should have their care reviewed within six weeks from the date of discharge and, following that, at least annually – and more often if there are changes in need or circumstances. Each review must consider whether Section 117 Aftercare can be discharged. Where care and support are delivered by the local authority, S117 will be considered alongside the review of all other care and support needs and planned for in the support plan.

If there is to be any change to the care and support plan because of a Section 117 review, it must be documented clearly whether or not the Section 117 arrangements continue, in which case funding needs to be agreed by the budget holder(s).

Care Programme Approach (CPA) is changing in line with the NHS Long Term Plan and Community Mental Health Transformation. Whilst the LGO and PHSO guidance referenced in Section 4 of this document made reference to CPA, the new model represents an opportunity to improve and to align with the Care Act. Where there is still a need for mental health professional involvement, there will be named workers ("keyworkers") involved in delivering care and support. Care and support plans will still be developed with the individual who requires support at the centre of those plans.

Where the case is open to Health and or social care only the allocated worker will contact the key workers involved in the persons care and support and invite them to the review.

For people managed in this way, the responsibility for ensuring Section 117 Aftercare reviews is undertaken lies with the named worker. This will involve:

- GP, Consultation with the Responsible Clinician and other health professionals (LSCFT and PCT, district nurses, learning disability nurses etc), including a representative of social care services, the person, their carer(s), relatives, significant persons, and an advocate where appropriate.
- Assessing if there are any changes in circumstances which might lead to consideration of alterations to any part of the Section 117 Aftercare plan.
- Where there is any query over the care plan or Section 117 Aftercare status a face-to-face review must be requested from a professional from the partner organisation, including an assessment if there may be reason to consider discharge from Section 117 Aftercare.
- The relevant worker will record reviews and outcomes on the appropriate electronic system and ensure information is appropriately shared so all organisational reporting systems can be updated, clearly stating who was involved, any changes to the Section 117 Aftercare plan, and the status of Section 117 Aftercare following review.

People with a mental disorder may continue to meet the requirement for Section 117 Aftercare for some time. They may not, however, need regular input from a mental health professional. For example:

- Mental health needs are well met by the Section 117 Aftercare plan, the situation is very stable, and arrangements are in place for raising any concerns.
- The person has moved into residential care, their mental health needs, as well as their physical and social care needs, are well met in accordance with the Section 117 Aftercare plan and the situation is stable.

Section 117 reviews will continue to take place on an annual basis as part of the care and support review until it is felt that there are no longer any aftercare needs. At such a point consideration will be given to discharge.

## 9. The Decision to Discharge from Section 117 Aftercare

Aftercare under S117 is to be provided until such time as the Local Social Services Authority and ICB are **jointly satisfied** that the person concerned is no longer in need of statutory Aftercare. The person and relevant carers and advocate (where appropriate) must be consulted prior to any decision to change Section 117 Aftercare status. This would need to be a negotiated discussion and any substantive objections to discharge by the person, relevant carer or the person's advocate need to be recorded. Discharge of aftercare can only be recommended if the person's progress has been monitored in the community since discharge from hospital.

The duty to provide services continues until both organisations have come to a decision that the person no longer has needs arising from a mental disorder. Therefore, if any part of the Section 117 Aftercare plan is continuing – such as regular outpatient appointments or the provision of medication – it may not be possible to say that the person no longer has Section 117 Aftercare needs. However, only those needs that are identified as part of the Section 117 Aftercare plan will be provided free of charge. A person should not be discharged from Section 117 Aftercare solely because they have been discharged from the care of a consultant psychiatrist, or where an arbitrary period of time has elapsed, even if the person is well settled in the community.

Section 117 Aftercare cannot be ended retrospectively and can only be ended at the time the decision to end it is taken.

The lead professional and the multi-disciplinary team should consider the appropriateness of continuing or discharging a Section 117 Aftercare arrangement at every review meeting. The joint decision to discharge Section 117 Aftercare should be on the basis that the person no longer needs any Section 117 Aftercare service. A person's entitlement to Section 117 Aftercare cannot cease while they continue to be subject to a Community Treatment Order.

Consideration should be given to discharging the Section 117 Aftercare if the person:

- has been stable, and

- no longer requires any Section 117 Aftercare service to manage or treat an assessed mental health need, and
- would not be at risk of relapse, nor of being re-admitted to hospital if the Section 117 Aftercare plan was no longer in place
- is not a risk to themselves or others

The decision to discharge from Section 117 Aftercare should not be based on a level of stability and mental well-being which is *dependent* on the services provided through the Section 117 Aftercare plan. See Appendix 2 ("S117 discharge: factors to be considered") below.

A local agreement is in place between parties signed up to this policy to complete a form (found at Appendix 3, below) when a person is to be discharged from S117. where a person is to be discharged from S117 a local agreement exists within those signed up to this policy to complete form at Appendix 3.

## **10. Equality Impact Assessment: For Lancashire County Council staff only**

In applying this policy colleagues should be mindful of the requirements of the Equality Act 2010 and the general aims of the Public Sector Equality Duty to:

- Eliminate discrimination, harassment or victimisation because of protected characteristics;
- To advance equality of opportunity for those who share protected characteristics with those who do not share them including increasing participation in public life where such groups are under-represented;
- And fostering good relations between those with protected characteristics and those who do not share them/community cohesion.

The protected characteristics defined in the Equality Act 2010 are: age, disability, gender reassignment, pregnancy and maternity race, religion or belief, sex/gender, sexual orientation and marriage or civil partnership status. It is likely that most people who receive Section 117 Aftercare will meet the Equality Act's definition of disability but will also have other protected characteristics.

In using this Policy, particular consideration should be given to whether there is a need for "reasonable adjustments" to meet the needs of a person – for example the Section 117 recipient or their family members – in terms of communication requirements, access requirements or other needs.

If any further information is required around equalities elements relating to this Policy please contact [AskEquality@lancashire.gov.uk](mailto:AskEquality@lancashire.gov.uk)

## **Annex 1**

### **S117 discharge: factors to be considered**

*The following factors should be considered at each review:*

1. What are the persons current assessed mental health needs?
2. Has the persons needs changed since their discharge from hospital under S117?
3. What are the risks of return to hospital/relapse?
4. Has the provision of Aftercare services to date served to minimise the risk of the service user being re-admitted to hospital for treatment for mental disorder / experiencing relapse of their mental illness?
5. Are those services still serving the purpose of reducing the prospect of the person re-admission to hospital for treatment for mental disorder/experiencing relapse or has that purpose now been fulfilled?
6. What services are now required in response to the person's current mental health needs?
7. Does the person still require medication for mental disorder?
8. Is there any ongoing need for care under the supervision of a consultant psychiatrist or any ongoing need for involvement of specialist mental health services such as a community mental health team?

The above list is not exhaustive but indicators that S117 could be discharged may include any of the following:

- Stabilised mental health which no longer requires the level of care that has been provided under S117 to be maintained
- Services no longer needed for the purpose of reducing the risk of return to hospital or relapse
- No ongoing need for involvement of a consultant psychiatrist or specialist mental health services or for medication.

**MH14**

**TRANSFER OF/DISCHARGE FROM SECTION 117  
AFTERCARE**

This form must be completed when the person is discharged from entitlement to Section 117 aftercare.

Name: ..... D.O.B: .....

Address: .....  
.....

Review meeting held on: .....

The decision was taken to transfer/discharge the above-named person from Section 117 aftercare for the following reason:

1. New Health/Social care authority now responsible (give details of transfer of Section 117 entitlement):

.....

2. Person no longer in need of Section 117 aftercare services (give reasons):

.....

.....

Signed on behalf of  
Lancashire & South Cumbria NHS Foundation Trust: .....

Print Name: ..... Date:.....  
(Patient's Responsible clinician or senior consultant of LCFT)

Signed on behalf of the Local Authority: .....

Print Name: ..... Date:.....  
(MH Service Manager or Head of Service for LA)

Must be sent to the Local Authority

## Annex 3

### **Good Practice Guide to undertaking Section 117 Reviews Bevan Brittan Solicitors**

The following guidance is a template document setting out a series of recommendations that will need to be adapted depending upon the circumstances of each individual patient. For some patients, this will be the bare minimum that is required. For other patients, the review will not need to be as comprehensive and only parts of this template may assist.

This guidance is not intended to be prescriptive or mandatory, but more a guide as to the essential legal and practical issues that could be considered. It is based upon our experience of difficulties that staff encounter when having to justify the decisions that they have made with regards to aftercare.

#### Preparation for Review Meeting

In advance of the meeting, the professionals should consider and record their preliminary views on the following issues:

1. What “needs” does the patient have? These include health, social care, and “common” needs.
2. Which of the identified “needs” arise because of (i.e., are caused by) the patient’s mental disorder?
3. Conversely, which of the identified “needs” do not arise from the patient’s mental disorder? Importantly, consider the reasons why they are not.
4. What services could be offered to the patient to meet their identified “needs”; arising both from the patient’s mental disorder and other general needs.
5. Which of the identified services relating solely to needs arising from the patient’s mental disorder, are important to prevent deterioration in their mental disorder leading to readmission to hospital?
6. Equally, which of the identified services are not required to prevent a relapse in the patient’s mental disorder leading to an admission to hospital? Consider the reasons why they are not so required.

It is useful for the professionals to have given some thought to this prior to meeting and before discussing with the patient and/or Nearest Relative.

The approach which the team should take when reviewing and discussing their views on the above issues are clarified in more detail below.

### **REVIEW MEETING**

#### Timing of Review and Participants

A S117 review meeting should be convened prior to discharge with sufficient time for any services to be put in place before the discharge takes place. It is an essential part of the Care Programme Approach. A review should then take place approximately once every

six months post discharge, unless and until the duty under S117 is jointly discharged by both the ICB and local authority.

The key professionals that should attend the meeting are:

- Consultant Psychiatrist;
- All other appropriate members of the MDT, including, for example: Clinical Psychologist, Occupational Therapist; Speech and Language Therapist, Physiotherapist, Named Nurse, Ward Manager/Deputy
- Representative from the ICP
- Representative from the Local Authority

Other people that should be invited to the meeting include:

- Patient
- Nearest Relative
- Legal Representative of Patient and/or Nearest Relative
- Employment / Education / Probation (where appropriate)

We would recommend that a formal minute taker is also present.

### Process for the Review

We recommend that any review meeting follows the format set out below (almost as an agenda) – and that the conclusions from each step are recorded.

#### **Step One – Identify Needs**

What “needs” does the patient have? These should include health (physical and mental health), social care and “common” needs (please see below).

NB – a need that is being met is still a need even if the manifestations are not active because of the need currently being met: consider what would happen if the service meeting the need ceased.

We would recommend that all the needs are listed.

The clinical team may wish to consider the following needs which are commonly considered (please note that this list of needs is by no means exhaustive and is for illustrative purposes):

- Activities of daily living
- Provision of medication
- Ordering, collecting, and delivering medication
- Monitoring medication compliance
- Support with regards accessing the community whilst ensuring social inclusion
- Outpatient reviews 36
- Psychology
- Accommodation and physical environment
- Exercise



- Transport
- Meaningful activity/occupation/interests
- Contact with family/friends
- Confirming, cancelling, rearranging, and thereafter assisting the patient in attending for medical appointments
- Payment of utility bills
- Monitoring of general health, personal hygiene, food and fluid intake

### **Step Two** – Determine which are Aftercare Needs

Which of the identified “needs” arise (i.e., are caused by) because of the patient’s mental disorder (i.e., learning disability and/or personality disorder)? Needs “caused by” may include symptoms and manifestations of the mental disorder as well as the mental disorder itself.

We would recommend setting out the header “Aftercare needs” and listing any Aftercare needs along with the reasons why they are such needs.

Conversely, which of the identified “needs” do not arise from the patient’s mental disorder (and importantly, the reasons why they do not)? A need, which if addressed would improve the patient’s state or prevent a deterioration is not necessarily an Aftercare need. The test is not whether any particular service, if not provided, will lead to an exacerbation of someone’s mental disorder. The test is whether the need arises directly from the mental disorder and if not provided for, is likely to lead to readmission to hospital for that disorder.

Similarly, set out the reasons as to why each is not an Aftercare need.

### **Step Three** – Identify Services

What services could be offered to the patient to meet their identified “needs” (both those arising from their mental disorder and other general needs)?

Which of the identified services relating solely to needs arising from the patient’s mental disorder, are important to prevent deterioration in the patient’s mental disorder which could lead to a readmission to hospital?

Conversely, which of the identified services are not required to prevent a relapse in the patient’s mental disorder leading to an admission to hospital (again, with reasons)?

When considering what the appropriate services would meet the patient’s assessed needs, the clinical team should consider both primary and secondary health services, third sector services (such as citizens advice bureau, job centre and charities) and local authority services. The source of the service to meet the assessed need does not impact upon/determine whether an assessed need is an aftercare need or a general need. An assessed S117 Aftercare need could have a service provided by a primary healthcare organisation. Equally, a general/common need could be addressed by a secondary mental health service.

The Courts have been very clear that the nature and extent of services required to meet assessed Aftercare needs must, to a degree, fall within the discretion of the authorities.

This means that as long as the ICB and local authority are reasonable in their approach to the services that are identified to meet any assessed S117 aftercare needs, the Courts will be reluctant to interfere with the exercise of professional discretion.

Overall, does the patient have any S117 Aftercare needs (i.e., those which meet both limbs of the test – (1) a need arising from the patient’s mental disorder and (2) requiring a service to prevent readmission to hospital), as opposed to general health, social care, or common needs?

#### **Step 4 – Trust Services**

Once the Aftercare services have been identified, the clinical team needs to set out which of the Aftercare services could be met by the Trust (and how) and which Aftercare services require bespoke commissioning.

#### **Consultation**

The professionals should take the lead in any S117 Aftercare reviews. That being said, it is imperative that the clinical team consult with and take account of the patient’s, Nearest Relative’s, and any other family’s views. To this end, it is not for the clinical team to dictate to patient, but in the same vein it is not for the patient to dictate to the clinical team.

The minutes of the S117 review meeting must demonstrate this consultation; to do this effectively, we would suggest that at each stage of the review meeting the clinical team (1) sets out its professional views on the aspects covered in that stage, (2) invites the views of the patient etc (and records them) and (3) acknowledges any views of the patient etc which are appropriate and also providing reasons where the views differ.

#### **Record**

To ensure clarity, we would recommend that the clinical team set out their views in a stepwise fashion. The simplest way to do this might be to make a record of the conclusions of each step as set out above. It is imperative that full reasons are set out for every conclusion that is drawn.

We cannot emphasise strongly enough the pressing need for full and robust documentation of the S117 Aftercare review meeting. Any minutes produced are likely to be dissected by the patient’s legal advisors. The minutes should accurately record all the discussions around identifying the “needs” which the patient has, differentiating between S117 Aftercare needs and general health/social care/common needs and identifying appropriate services to meet assessed needs.

## **FOR LANCASHIRE COUNTY COUNCIL STAFF ONLY: Flow Chart of process for Determining Ordinary Residence**

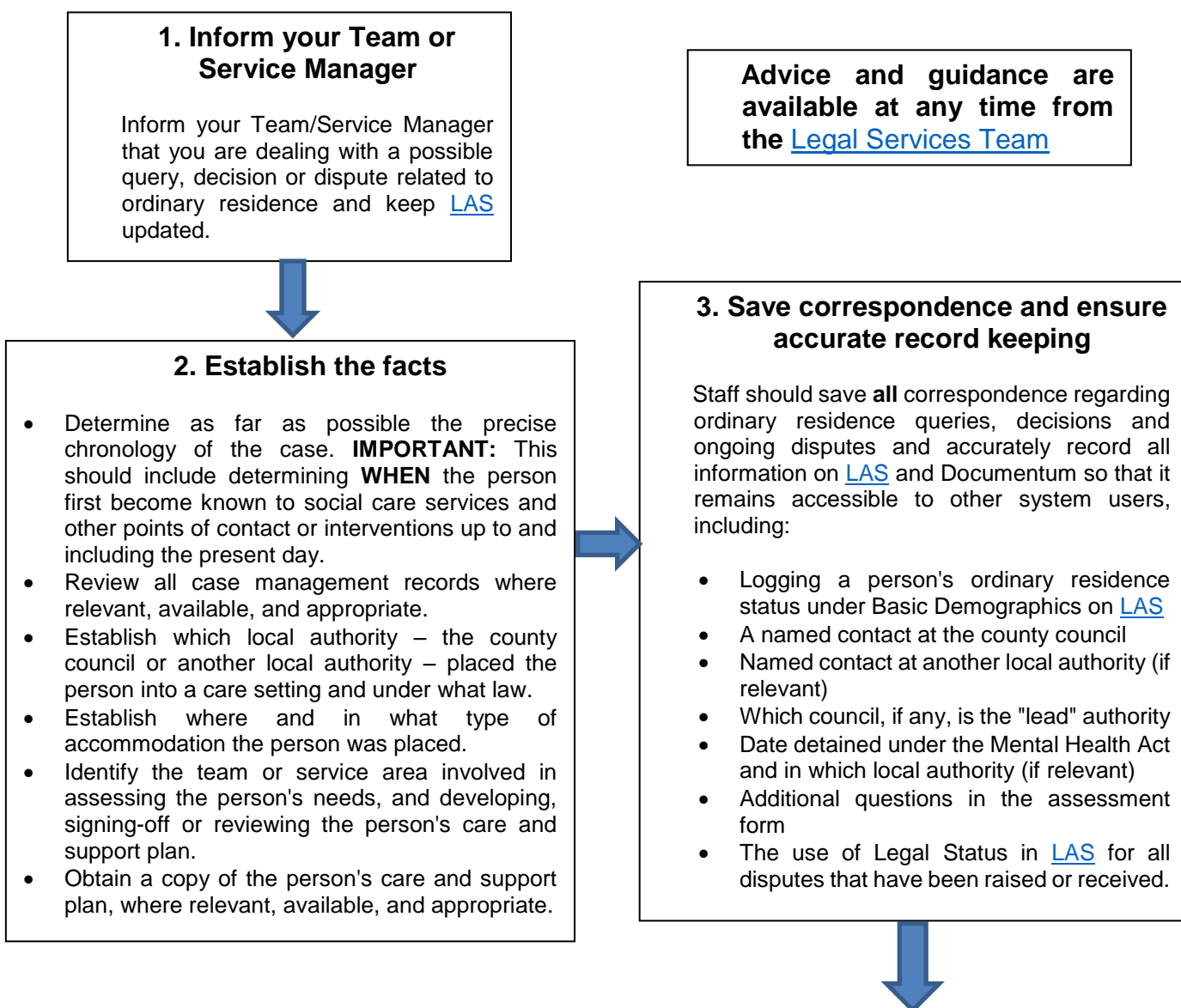
Ordinary residence is an important issue to Lancashire County Council. There does not need to be an issue or concern about a person's ordinary residence status: county council staff should always seek immediately to establish where a person is ordinarily resident and make a binary decision about a person's status:

### **"Is the person ordinarily resident in Lancashire or not?"**

Particular attention should be paid to first-time referrals, as these cases will require an immediate determination of the person's ordinary residence status.

If you identify a case that may relate to ordinary residence or are contacted about a determination of ordinary residence concerning a specific case(s) or person(s), or otherwise encounter any issue relating to ordinary residence, you should follow the procedures below.

As detailed below, legal advice is always available from the county council's [Legal Services Team](#).



#### 4. Inform your manager of your ordinary residence determination

You should now be able to determine the person's ordinary residence status and should inform your Team or Service Manager of that initial determination:

- The person **is not** ordinarily resident in Lancashire.
- The person **is** ordinarily resident in Lancashire.
- It has not been possible to determine the person's ordinary residence status.
- The person's status is in dispute.

**Managers will be responsible for taking further action if any is required.**



#### 5. MANAGERS ONLY Consider seeking legal advice

Team or Service Managers are responsible for confirming a person's ordinary residence status after their staff have made an initial determination. Managers must therefore consider seeking the advice of the county council's Legal Services team.

To obtain legal advice on a person's ordinary residence status [contact the Legal Services team via email: adlegaladvice@lancashire.gov.uk](mailto:adlegaladvice@lancashire.gov.uk).



#### 6. MANAGERS ONLY Confirming ordinary residence status

Managers should confirm the person's ordinary residence status and take appropriate action:

- If the person is not ordinarily resident in Lancashire and is not currently living in Lancashire and the case is not in dispute: Managers must make a note of this on the person's case record. **No further action will be required if the person is clearly and indisputably not an ordinary resident of the county council area.**

**Other cases must be escalated to the [Ordinary Residence Steering Group](#), where:**

- The person is ordinarily resident in Lancashire and is currently living in Lancashire. This includes cases where the person is of no settled residence but is physically present in Lancashire.
- The person is ordinarily resident in Lancashire but is not currently living or planning to live in Lancashire (e.g., the person has been placed outside of Lancashire).
- The person is not ordinarily resident in Lancashire but is currently living or planning to live in Lancashire (e.g., they have been placed here by another council).
- It has not been possible to determine where the person is ordinarily resident because of a lack of information.
- The person's ordinary residence status is in dispute.



#### 7. MANAGERS ONLY Escalate the case to the [Ordinary Residence Steering Group](#)

Cases where the person is either determined to be ordinarily resident in Lancashire, is living or planning to live in Lancashire, or where there is uncertainty about the person's ordinary residence status **must be sent** to the county council's [Ordinary Residence Steering Group](#). Managers should provide the Steering Group with all relevant information about each case.

The [Ordinary Residence Steering Group](#) consists of Adult Services senior managers and representatives from Finance and Legal Services and is solely authorised to determine how the county council approaches cases of these types.

[The Ordinary Residence Steering Group](#) can be contacted via a dedicated email inbox

The [Steering Group](#) will evaluate and decide how each case will proceed, including managing all communications with other local authorities and, if necessary, the Secretary of State.

The [Ordinary Residence Steering Group](#) will ensure that Heads of Service and Service Managers are routinely informed of each case related to their service.

**Report to the Cabinet**

Meeting to be held on Thursday, 2 February 2023

**Report of the Director of Policy, Commissioning and Children's Health**

**Part I**

Electoral Division affected:  
(All Divisions);

**Corporate Priorities:**  
Delivering better services;

**Children and Young People's Participation Strategy**

(Appendix 'A' refers)

Contact for further information:

Clare Smith, Tel: (01282) 470807, Youth Policy Strategic Lead

[clare.smith@lancashire.gov.uk](mailto:clare.smith@lancashire.gov.uk)

**Brief Summary**

This report outlines the Children and Young People's Participation Strategy, which has been produced to support the work of services working with children and young people in Lancashire, both within the local authority and across the county council's partnership arrangements.

**Recommendation**

Cabinet is asked to approve:

- (i) The Lancashire Children and Young People's Participation Strategy, set out at Appendix 'A'.
- (ii) That the Executive Director of Education and Children's Services be authorised, in consultation with the Cabinet Member for Children and Families, to review and refine the Strategy, through ongoing engagement and participation with children and young people and, where there are areas for partnership action, with relevant partner organisations.

## Detail

In September 2020, Cabinet approved the Lancashire Youth Policy which provides a guiding framework for partners and stakeholders, including underpinning principles and areas for action, to help ensure that children and young people:

- are at the heart of and part of our policy making;
- are better supported to achieve their full potential; and
- ensure that our engagement is best in class.

Participation is the process by which children and young people take part and express themselves in decisions that affect them. They should be listened to, understood, and their views taken into account. This right is supported by Article 12 of the United Nations Convention on the Rights of Children, which recognises the entitlement and ability of children and young people to influence actions and decisions that affect them.

A Youth Policy lead came into post in February 2022, and has since supported the development of a Strategic Participation Group which is made up of representatives from across Education and Children's Services. One action from that group was to develop a coherent, consistent understanding of what Participation means, and how the county council should be conducting this with children and young people, in order to achieve meaningful outcomes.

The Lancashire Children and Young People's Strategy therefore outlines the county council's legal obligations and commitments, how Participation aligns with the council's core corporate values, clarifies key language and definitions, outlines the benefits of participation, and explains how the county council's formal participation structures (including Lancashire Youth Council, the Special Educational Needs and Disabilities forum, POWAR - Participate, Opportunity, Win, Achieve Respect, and the Children in Care Council LINX and the Care Leaver Forum) operate. It also acknowledges the breadth and variety of different participation opportunities that exist within the local authority and those delivered by partners.

The Strategy also advocates for the adoption of a model of Participation devised by Professor Laura Lundy, a children's rights professor from Queen's University, Belfast as a simple, flexible way to explain how Participation and Article 12 can be understood.

The Strategic Participation Group and Lancashire Participation Network, as a multi-agency forum, will be responsible for embedding the strategy and delivering the actions outlined. Reports are made bi-annually to the Education and Children's Services Senior Management Team and annually to the Children, Young People and Families Partnership Board.

## Consultations

Colleagues from across Education and Children's Services and approximately 30 young people from the county council's formal participation groups were involved in the writing of the Strategy, agreeing the tone, language, participation model and imagery.



## **Implications:**

This item has the following implications, as indicated:

### **Risk management**

The risk of not agreeing the Lancashire Children and Young People's Strategy would be a potential uncoordinated response to Participation. The local authority would not be able to evidence its commitment to the legal right of children and young people to participate in issues and decisions that affect their lives. Services would have limited knowledge and insight into their practice from a child or young person's perspective, and would be less likely to develop in ways that meet their needs.

### **Financial**

There are no financial implications at this time as any associated costs are met from existing budgets.

### **Legal**

There are no legal implications at this time. The Strategy is informed by the international legislation below.

### **Equality and Cohesion/Equality Analysis**

The Lancashire Children and Young People's Participation Strategy, if approved, will contribute positively towards the county council meeting its responsibilities under the general aims of the Public Sector Equality Duty, and will be particularly valuable in demonstrating the county council's commitment to advancing equality of opportunity for children and young people (age protected characteristic) and improving their participation in public life. Whilst an Equality Analysis is not considered necessary for this report, colleagues from the Equality and Cohesion Team have been included amongst those who have commented on the Strategy during its development.

### **Human Rights**

As stated, the right to Participation is outlined in the United Nations Convention on the Rights of Children, Article 12.

### **List of Background Papers**

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







# Children and Young People's Participation Strategy



# Foreword >>>



A handwritten signature in black ink that reads "Cosima Towneley".

**County Councillor  
Cosima Towneley  
Cabinet Member for Children  
and Families**

The voice of children and young people lies at the heart of everything we do.

It is important for those who use our services that this is the case; that they should have the space to express themselves, feel actively involved, listened to and able to influence the decisions that affect them must lie firmly alongside that aspiration.

**When we speak of 'children and young people', what do we mean?**

To clarify, we mean those of you aged 0-19 years old or up to 25 years old if you are a Care Leaver or have Special Educational Needs or a Disability, sometimes referred to as 'SEND'.

Children and young people aged 0-19 years old make up almost 1 in 4 of Lancashire's population. We want to recognise the contribution you make to our county, now and in years to come. One way to do this is for you to share

your experiences of our provision and for us to listen. We also need to hear from parents, carers and the wider family.

This strategy is for all services within Lancashire County Council, but particularly the ones that work directly with you, like our early help and social care teams. We commend this strategy to our partner organisations and hope it strengthens the voice of children and young people across the children's system.

This strategy has been developed with the help of the professionals and partners who guide and support our work with you, the children and young people we support.

We hope this strategy will move us forward in our ultimate vision – that children, young people and your families are safe, healthy and achieve your full potential.





# The United Nations Convention on the Rights of the Child



Our participation strategy is led by the United Nations Convention on the Rights of the Child - Article 12 which states that **every child has the right to express their views, feelings and wishes in all matters affecting them and to have their views considered and taken seriously.**

Article 23 states that **a child with a disability has the right to live a full and decent life with dignity and, as far as possible, independence and to play an active part in their community.**



## Our commitment to participation

Article 12 recognises your entitlement and ability to influence actions and decisions that affect you. When you take part and express yourself in decisions that affect you, are listened to, understood and your view is taken into account, this is often called **participation.**

If participation is to be effective, meaningful and long-lasting, it needs to be an ongoing process that we should develop together, rather than a one-off activity. It requires an ongoing commitment in terms of your contributions, staff time and funding.

We want to embed and champion participation in services at all levels, creating a culture of participation which in turn, makes our services more child and young person centred.



# Our core values

In Lancashire, we have four core values that are important for how we work. These principles, and our commitment to how we will help you participate, are:

## Supportive

- We will be clear and informative and communicate with you in a way you understand.
- We will involve you as early as possible. We will be clear about what can and can't change and the timescale for change. We will explain different options to you and give you time to think through your ideas.
- We will share as much information as we can with you and make our ways of working with you accessible, creative, age appropriate and fun!
- We will support all of our staff to understand what Participation is and develop the necessary skills and knowledge so that they feel confident to involve you in decision making.

## Innovative

(working in different ways)

- We will ensure opportunities to participate are relevant to you and have a clear purpose.
- We will create space for you to have ideas yourselves about how we could work differently or how you could change things that matter to you.
- We will recognise the contribution you make to how we work and celebrate your achievements. \*
- We will learn about and reduce barriers to you participating and help make it as easy as possible.
- We will continue to learn, challenge ourselves and develop our approaches and opportunities for you to participate.

## Collaborative

(working together)

- We will explain to you that Participation is voluntary (you choose to be involved) and you will not be forced to. You can decide to stop participating if you wish.
- We will keep trying to involve all of you, even if that takes extra time or different approaches.
- We will not make assumptions about what you can and cannot do.
- We will find opportunities for you to take the lead, learn new skills, and develop your confidence.
- We want you to tell us when we do something well as well as helping us improve.

## Respectful

- We will ensure you are treated with respect and take time to build a relationship with you first.
- We will help you feel safe to express your views clearly and honestly. We will not judge you if your view is different from ours. We will respect your privacy and not share your information without your permission unless we legally must do so.
- We will be accountable for the decisions we involve you in and will always seek to let you know the outcome. We will let you know how your participation has influenced the outcome.
- If you feel that you are not being listened to or understood or you disagree with a decision that is being made, we will encourage you to speak to the professional you know best. If this is not possible, speak to their manager or contact our Complaints Team. \*

Credit: Listen-Act-Change – Council of Europe Handbook on children's participation and UN General Comment No. 12 (2009) The right of the child to be heard

\*Please see additional guidance as an appendix to this strategy



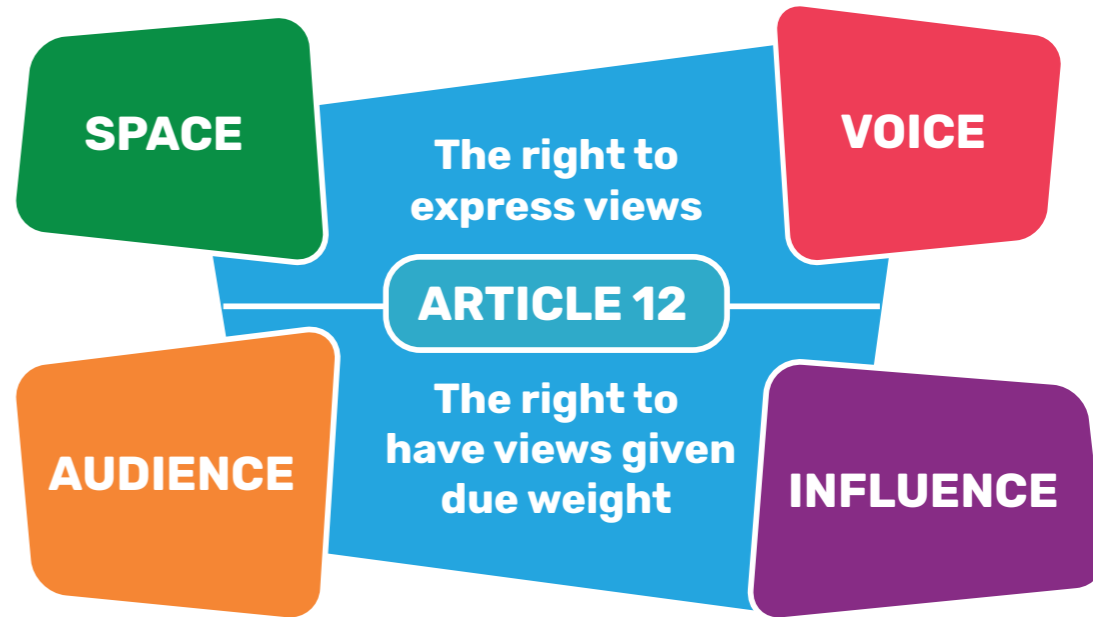
# Models of participation

To explain participation in more detail, we have chosen the model below.

Sometimes, participation is explained using a ladder, where children and young people are making the important decisions at the top and working together with adults to influence change. We want to avoid being near the bottom of the ladder where you are not involved in decisions that affect your life and have no real understanding of what that means for you.

We need to be careful that we are supporting you to participate meaningfully and not saying one thing and doing something different (which can be called tokenism).

The model we have chosen in Lancashire was devised by Professor Laura Lundy. Lundy's model is a way of explaining Article 12 and is what's called a rights-based model of participation.



The model breaks Article 12 down into 4 elements which follow each other in order:

**SPACE:** Children must be given safe, inclusive opportunities to form and express their view.

**VOICE:** Children must be facilitated to express their view.

**AUDIENCE:** The view must be listened to.

**INFLUENCE:** The view must be acted upon, as appropriate.



What is important to remember is that adults recognise the importance of being able to capture the impact of influence that children and young people have had and let them know what difference their involvement has made. Sometimes that difference might be seen straight away but sometimes, participation can affect how adults understand children and young people's lives which might only make changes in the future. We need to ensure we are finding ways to capture, feedback and celebrate that impact and influence over time.



## Checklist for the Lundy Model of Participation

### INFLUENCE

**HOW:** Ensure that children's views are taken seriously and acted upon, where appropriate

- Were the children's views considered by those with the power to effect change?
- Are there procedures in place that ensure that the children's views have been taken seriously?
- Have the children and young people been provided with feedback explaining the reasons for decisions taken

### VOICE

**HOW:** Provide appropriate information and facilitate the expression of children's views

- Have children been given the information they need to form a view?
- Do children know that they do not have to take part?
- Have children been given a range of options as to how they might choose to express themselves?

What matters to children and young people

### SPACE

**HOW:** Provide a safe and inclusive space for children to express their views

- Have children's views been actively sought?
- Was there a safe space in which children can express themselves freely?
- Have steps been taken to ensure that all children can take part?

### AUDIENCE

**HOW:** Ensure that children's views are communicated to someone with the responsibility to listen

- Is there a process for communicating children's views?
- Do children know who their views are being communicated to?
- Does that person/body have the power to make decisions?





# Key language and definitions:

Some other key language and terms you might hear when you participate:

**Consultative practices** – this is where adults seek your views, then work with what you say to shape the outcome. It may be that some of your ideas are taken on board and others not, but this should be explained at the beginning of the process.

**Co-production or Collaborative practices** – this is where adults work with you in partnership. Usually, adults have the initial idea or issue, then involve you in what needs to change, what needs to be done and how.

This approach recognises that you have strengths, skills and experience that are just as valuable as those of adults or professionals.



**Child-led practices** – this is where you have the ideas or raise an issue important to you. Adults will then support you to develop your own projects, activities or support you to make changes you think are important.

Ideally we want to be moving towards more child-led practices and greater decision making involving you!



## Hearing young people individually, operationally and strategically

We think it's important for you to understand that you can participate in different ways.

**Individually** - e.g.  
Meaningful involvement in your support plan.



### Individual

- Decisions relate directly to the participants' own lives.
- Decisions are made about day to day activities.
- Outcomes primarily impact the individual.

**Operationally** - e.g.  
Delivering training, interviewing professionals, telling us how our services work or don't work for you.



### Operational

- Decisions relate to planning, delivery and evaluation.
- The activity aims to improve the quality of service provision.
- Outcomes affect the individual and other service users.

**Strategically** – e.g.  
Meeting with and influencing Elected Members, contributing to commissioning activities, having a seat on Partnership Boards.



### Strategic

- Decisions relate to long term planning.
- The activity includes meaningful roles in priority setting, monitoring and designing services.
- Outcomes influence policy and practice.



# Areas that you can influence

**We want to think creatively about the areas of our work where you can participate and influence how we work. These might include:**

- How our services work, how we evaluate what we do and how we measure our progress
- How we communicate with you
- How we recruit, train and supervise the staff that work with you
- The policies that we write and work by
- The services that we ask to deliver services to you on our behalf
- Our long-term strategic planning
- How we spend money

# Benefits of participation

## Benefits for you

- Build your confidence and self-esteem through being valued and appreciated
- Learn and develop your skills in problem-solving, communication and planning that will help you in the future
- Help keep you safe, as it increases trust and confidence that your voice matters and adults will listen to you
- Make new friends and meet different people
- See the difference you make in the community

## Benefits for us

- We create services that are better at meeting your needs
- Contributes to building more effective, relevant and long-lasting public services
- It challenges us to make how we work more inclusive
- Strengthens accountability and being clear about what can and can't be achieved







## How can you get involved with participation groups?

There are a variety of groups that you could get involved in. If you are aged 12-19 (up to 25 with SEND or as a Care Leaver) you can access participation groups in your local area through our Youth Councils. You could also get involved in Lancashire Youth Council or be elected as a Member of Youth Parliament for the area you live. LINX (Listen, Involve, Negotiate, Xpress) is a group for those of you aged 8-17 years who are in our care, and we have a Care Leaver Forum for those of you who are 18 –25 years. POWAR (Participate, Opportunity, Win, Achieve Respect) is a group for those of you aged 12-25 years who have Special Educational Needs and Disabilities.

Depending on your interests, we would also encourage you to get involved in other projects. Our Culture Hacks volunteering initiative within libraries, museums and archives supports young people aged 11-24 to run inspiring activities of their own or you could join partners like LSCFT who have a Youth Voices programme themed around health issues.



## Schools, youth groups, VCFS – all young people are welcome to join! Young people can also cross over and attend more than one group if they wish

Lancashire Youth Council (LYC) (12-19 or up to 25 with SEND needs/are a Care Leaver) Meets with Lancashire County Council Cabinet Members and also attends the Children, Families and Skills Scrutiny Committee as well as running their own projects.

LINX – Children in Care Council (8-17 years) Meets with the Corporate Parenting Board and runs their own projects

Care Leaver Forum (18-25 years) Meets with the Corporate Parenting Board and runs their own projects

POWAR – SEND forum for young people from 12-25 years Meets with the SEND Partnership and also have a smaller young people's Executive group and runs their own projects

6 Members of Youth Parliament (MYPs) Are elected by young people to represent on a North-West and national level.

6 LINX and Care Leaver Forum groups (in-person across North, Central and East) in Lancashire that also meet together online.

3 POWAR groups (in-person across North, Central and East) across Lancashire that also meet together online

12 local, in-person Youth Councils across Lancashire working on issues that matter to you locally

Young Inspectors – young people from all groups are trained to inspect and give advice to services. Young people from all groups are also involved in interviewing staff across our Children's and Education Services.

Cabinet Members are elected councillors with a particular theme of responsibility which is linked to the different services within the Council.

Children, Families and Skills Scrutiny Committee review and check our children's services and discuss other matters affecting children, young people and families in Lancashire.

Corporate Parenting Board is a group of councillors, professionals who work for the council and partners who have responsibility to children and young people with care experience in Lancashire.

Lancashire SEND Partnership brings together all the agencies in Lancashire which provide special educational needs and disability (SEND) services for children, young people, their parents and carers.



# How will we check that the strategy is working and what will success look like?

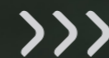
This strategy will be reviewed annually and report to the Children, Young People and Families' Partnership Board. Internally, how we work will be monitored by a Strategic Participation Group made up of representatives from different services.



We want our individual Children's and Education Services to use this strategy to inform how they work and we'll have a self-assessment and delivery plan which explains how we're going to improve. Our services will provide evidence of how they are improving and have opportunity to share what they are learning and doing well through Lancashire Participation Network.

## Success in 12 months will look like...

- We will create a way of explaining this strategy visually so that you can understand it in different ways.
- A training programme has been developed and is accessible for all staff and children and young people.
- Our young people's participation groups are thriving. The number of young people attending these groups is increasing and the same young people want to stay involved in them.
- We want all Children and Education Services to have completed the self-assessment and understand their areas for development in their delivery plan and those of our partners.
- We will be gathering evidence of how children and young people are participating in our services and influencing change through regular case studies of practice.

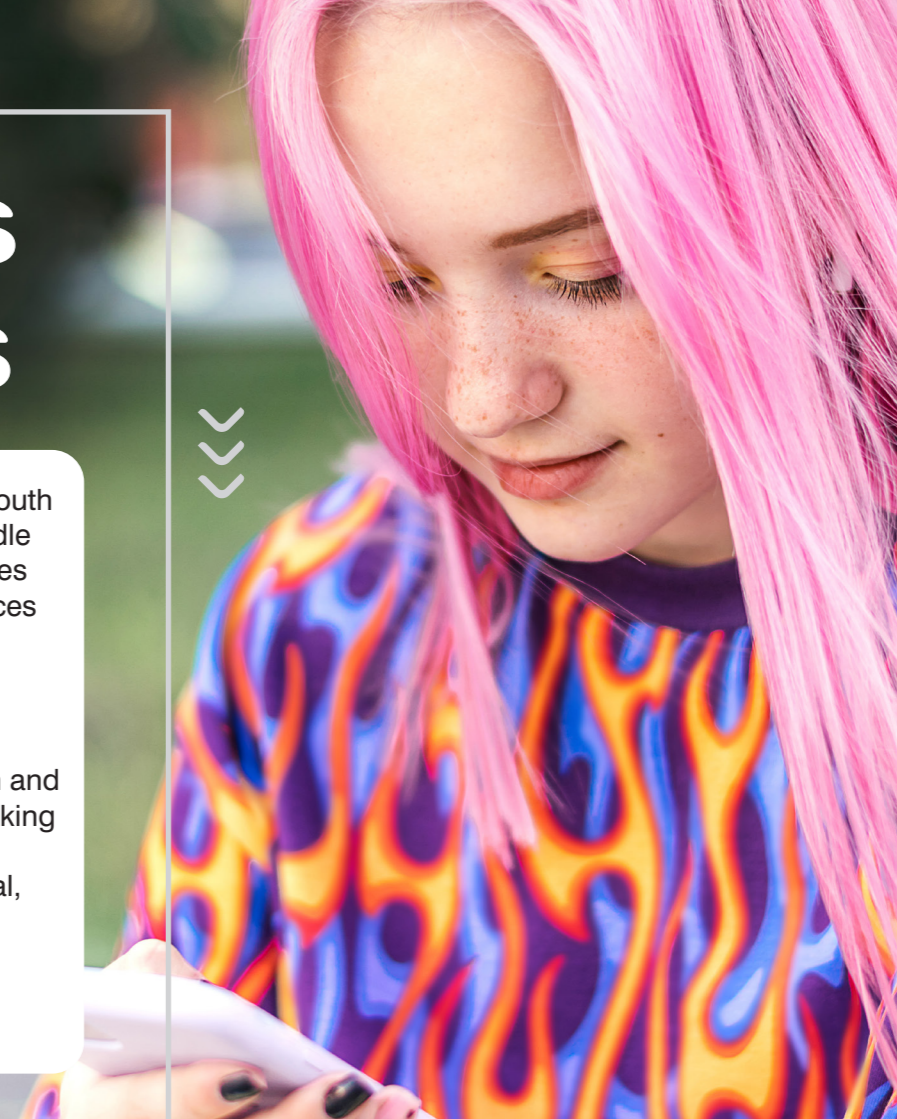


# Thank yous and credits

Thank you to young people from Chorley, South Ribble, Lancaster and Morecambe and Pendle Youth Councils, POWAR, LINX and colleagues from across Children's and Education Services for your input into this strategy.

## Credit:

Lundy Model of Participation - Participation Framework National Framework for Children and Young People's Participation in Decision-making (Government of Ireland)  
Leicester City Council (individual, operational, strategic diagram)  
Listen-Act-Change – Council of Europe Handbook on children's participation







**Report to the Cabinet**

Meeting to be held on Thursday, 2 February 2023

**Report of the Director of Education, Culture and Skills**

**Part I**

Electoral Division affected:  
(All Divisions);

**Corporate Priorities:**  
Delivering better services;

**Co-ordinated Admissions Scheme 2024/2025 - Determination of the Qualifying Scheme**

(Appendices 'A' and 'B' refer)

Contact for further information:

Debbie Ormerod, Tel: (01772) 531878, Access to Education Entitlements Lead Officer, [debbie.ormerod@lancashire.gov.uk](mailto:debbie.ormerod@lancashire.gov.uk)

**Brief Summary**

This report concerns the determination of the statutory scheme and the mandatory timetable for co-ordinating admissions for Lancashire's primary and secondary schools and academies for 2024/2025.

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

**Recommendation**

Cabinet is asked to:

- (i) Approve that the scheme listed at Appendix 'A', and its accompanying timetable in Appendix 'B', be adopted as the qualifying scheme for admissions to Lancashire primary and secondary schools and academies for 2024/2025.
- (ii) Authorise the Executive Director of Education and Children's Services to secure the adoption of the scheme by the governing body of each Lancashire voluntary aided and foundation school and academy, in order to inform the Secretary of State for Education that a scheme has been introduced in Lancashire.

## **Detail**

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

A draft scheme and timetable for Lancashire schools and academies/free schools was circulated for consultation with schools and academies, governors, diocesan representatives and neighbouring authorities during Autumn Term 2022. These are attached at Appendices 'A' and 'B'.

The scheme for 2024/2025 maintains the focus on on-line applications being the principle means of applying for school places.

Every voluntary aided and foundation school and academy governing body in Lancashire will be asked to adopt the scheme during spring term 2023. Any participating free schools will also be asked to adopt the scheme.

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

## **Consultations**

Consultations have been held with the governing bodies of all schools and academies in Lancashire, representatives of the local Diocesan Education Authorities and neighbouring authorities. No responses have been received to this consultation.

## **Implications:**

This item has the following implications, as indicated:

### **Risk Management**

The risk implications of this proposal have been considered.

### **Financial**

The adoption of this scheme has no financial implications.

### **Legal**

If a qualifying scheme is not adopted by the authority before 28 February 2023, a scheme will be imposed by the Secretary of State for Education.



## List of Background Papers

Paper	Date	Contact/Directorate/Ext
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None

Reason for inclusion in Part II, if appropriate

N/A









## **CO-ORDINATED ADMISSION SCHEME FOR LANCASHIRE SCHOOLS AND ACADEMIES 2024/2025 SEPTEMBER 2024 INTAKES**

### **1. Introduction**

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

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

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

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

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

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

## **2. Applying for School Places**

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

Paper copies of the prospectus and application form will not be routinely available. These will however be supplied on request in exceptional circumstances eg where there is no broadband link or for medical reasons.

Full versions of the prospectuses and application form can be viewed on the online application system and the Lancashire County Council website [www.lancashire.gov.uk](http://www.lancashire.gov.uk).

## **3. The Offer of a Place**

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

### **Processing of Preference Forms**

#### **3.1 Stage 1 - Expression of preferences**

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

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

Admission information for parents will include:-

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

- e) Timescales for the primary and secondary admission processes and for the subsequent admission appeal schedule.

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

Some schools and academies have a supplementary information form (SIF) which parents may complete. This allows that school or academy to apply particular criteria within its own published admission arrangements. The Lancashire County Council website [www.lancashire.gov.uk/schools](http://www.lancashire.gov.uk/schools) will provide standard downloadable SIFs for Lancashire's voluntary aided primary schools and primary academies. Please note that secondary school SIFs are available directly from the school or academy.

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

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

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

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

### **All applications must be returned by the national statutory closing dates**

(See timetable.)

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

### **3.2 Stage 2 – Circulating Preferences**

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

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

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

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

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

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

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

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

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

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

### **Stage 3 – First Sort**

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

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

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

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

The Local Authority will:-

- a) Identify applications where more than a single offer would be possible and then refer back to that parent's preference priorities. The school or academy with an available place listed *highest in priority* by the parent will be the single offer.
- b) Identify where a first preference school or academy cannot be offered and ensure that the parents' other preferences are considered.
- c) Identify where none of a parent's preferences can be offered and ensure that an alternative offer is made. This will usually be the nearest suitable school or academy with an available place (straight line measure).
- d) Provide all applicants with the appropriate reserve list and appeals information/documentation. [www.lancashire.gov.uk](http://www.lancashire.gov.uk)

#### **Stage 4 – Notification of Offers**

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

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

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

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

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

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

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

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

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

#### **4. Late Applications**

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

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

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

These may include:

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

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

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

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

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

**Secondary – 15 January in the relevant admissions round.**

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

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

Any applications received for places after the offer date will be considered by the Local Authority as being late. Parents will apply for places using the County 'late' eform. If

parents feel they have mitigating circumstances which justify the acceptance of a late application, the Local Authority will review the situation. The relevant admission authority may be consulted where this is felt to be necessary.

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

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

### **Late allocation changes (each year)**

Offers are issued centrally (from County Hall). This requires the electronic transfer of information from each Area Pupil Access Team. Arrangements will be made to signpost or include other information with some offers (eg reserve lists, appeals and home to school transport).

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

### **Waiting Lists (Reserve Lists)**

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

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

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

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

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

Individual admission authorities must continue to compile and manage waiting lists until 31 December. Parents who want a pupil to be included on a school or academy

list after this date must then contact that establishment direct to enquire about their particular arrangements and requirements.

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

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

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

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

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

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

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

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

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

Pupil Access Team  
October 2022





**CO-ORDINATED ADMISSION SCHEME FOR  
LANCASHIRE SCHOOLS AND ACADEMIES 2024/2025  
SEPTEMBER 2024 INTAKES**

<b>SECONDARY</b>		<b>PRIMARY</b>	
<b>DATE</b>	<b>ACTION</b>	<b>DATE</b>	<b>ACTION</b>
<b>1 September 2023</b>	Online application system goes live and requests for paper forms / booklets accepted and considered	<b>1 September 2023</b>	Online application system goes live and requests for paper forms / booklets accepted and considered

<b>31 October 2023</b>	Closing date for applications (statutory)	<b>15 January 2024</b>	Closing date for applications (statutory)
<b>7 November 2023</b>	Secondary schools / academies to forward any paper applications to Area Pupil Access Teams	<b>19 January 2024</b>	Primary schools / academies to forward any paper applications to Area Pupil Access Teams
<b>20 November 2023</b>	Preferences information exchange with other Local Authorities	<b>29 January 2024</b>	Preferences information exchange with other Local Authorities
<b>4 December 2023</b>	Information to be exchanged with Own Admission Authority Schools	<b>5 February 2024</b>	Information to be exchanged with Own Admission Authority Schools
<b>11 December 2023</b>	Admission authority to confirm intention to exceed PAN with the LA	<b>9 February 2024</b>	Admission authority to confirm intention to exceed PAN with the LA
<b>18 December 2023</b>	Prioritised (ranked) lists back to the Local Authority	<b>28 February 2024</b>	No further address changes can be accepted.
<b>15 January 2024</b>	No further address changes can be accepted.	<b>18 March 2024</b>	Prioritised (ranked) lists back to the Local Authority
<b>22 January 2024</b>	Further exchange of lists with other admission authorities	<b>25 March 2024</b>	Further exchange of lists with other admission authorities

<b>12 February 2024</b>	No changes at all can be made to offer letters after this date	<b>28 March 2024</b>	No changes at all can be made to offer letters after this date
<b>23 February 2024</b>	Issue finalised offer lists to secondary schools / academies	<b>16 April 2024</b>	Issue finalised offer lists to primary schools / academies
<b>1 March 2024</b>	<b>Issue offer letters/emails. (statutory date is 1<sup>st</sup> March or the next working day)</b>	<b>16 April 2024</b>	<b>Issue offer letters/emails. (statutory date or next working day)</b>

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

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



**Report to the Cabinet**

Meeting to be held on Thursday, 2 February 2023

**Report of the Director of Education, Culture and Skills**

**Part I**

Electoral Division affected:  
(All Divisions);

**Corporate Priorities:**  
Caring for the Vulnerable;  
Delivering better services;

**Determination of Admission Arrangements for Community and Voluntary Controlled Primary and Secondary Schools and Sixth Forms for the School Year 2024/2025**

(Appendices 'A' to 'E' refer)

Contact for further information:

Debbie Ormerod, Tel: (01772) 531878, Access to Education Entitlements Lead Officer, [debbie.ormerod@lancashire.gov.uk](mailto:debbie.ormerod@lancashire.gov.uk);

**Brief Summary**

To determine the admission arrangements for community and voluntary controlled primary and secondary schools and sixth forms schools for the school year 2024/2025.

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

**Recommendation**

Cabinet is asked to:

- (i) Approve the admission numbers and admission arrangements for community and voluntary controlled primary schools, secondary schools and sixth forms for 2024/2025 as listed at Appendices 'A', 'B', 'C' and 'D'.
- (ii) Note the issues raised by Community and Voluntary Controlled Governing Bodies and the Community, and approve the recommendations set out in response, as set out in Appendix 'E'.

- |   |
|---|
| (iii) Approve the admission numbers and criteria for admission set out at Appendices 'A', 'B', 'C' and 'D', to constitute the Authority's admission arrangements for 2024/2025. |
|---|

## Detail

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

During Autumn Term 2022, the county council consulted with the governors of community and voluntary controlled schools on the proposed arrangements for admission to those schools for the 2024/2025 school year. The governors were invited to comment on the proposed admissions policy and admission number for their school. Further parties, including other admission authorities within the relevant area for each community and voluntary controlled school, were also consulted about these proposals. A full list of those consulted is included within this report.

The proposed admission numbers for community and voluntary controlled secondary schools, primary schools and sixth forms for the school year 2024/2025 are set out at Appendices 'A' and 'B'.

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

## Consultations

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

## Implications:

### Risk management

If the admission arrangements are not determined by 28 February 2023, the Authority would not be complying with its statutory obligations.



## List of Background Papers

Paper	Date	Contact/Directorate/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A







## PROPOSED ADMISSION ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY SCHOOLS FOR 2024/2025

### **IMPORTANT NOTE**

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

<b>SCHOOL No.</b>	<b>NAME OF SCHOOL</b>	<b>PROPOSED ADMISSION No. 2024/2025</b>
01001	Bowerham Community Primary and Nursery School	60
01002	Dallas Road Community Primary School	60
01003	Willow Lane Community Primary School	30
01012	Ryelands Primary & Nursery School	60
01015	Moorside Primary School	90
01018	Nether Kellet Community Primary School	15
01022	Quernmore Church of England Vol. Cont Primary School	15
01023	Tatham Fells Church of England Vol. Cont Primary School	8
01025	Caton Primary School	15
01027	Wray with Botton Primary School	7
01032	Warton Archbishop Hutton's Primary School	26
01044	Carnforth Community Primary School [previously North Road]	30
01049	Great Wood Primary School	60
01050	Torrisholme Community Primary School	60
01051	Morecambe Bay Community Primary School	45
01052	West End Primary School	30
01053	Sandylands Community Primary School	60
01054	Lancaster Road Primary School	90
01058	Trumacar Nursery and Community Primary School	45
01060	Westgate Primary School	90
01061	Morecambe and Heysham Grosvenor Park Primary School	45
01062	Mossgate Primary School	30
02001	Carr Head Primary School	30
02002	The Breck Primary School [Poulton-le-Fylde]	35
02003	Carleton Green Community Primary School	45
02008	Fleetwood Chaucer Community Primary School	45
02013	Larkholme Primary School	45
02014	Fleetwood Charles Saer Community Primary School	45
02016	Shakespeare Primary School	60
02018	Fleetwood Flakefleet Primary School	60
02019	Preesall Carter's Charity (VC) Primary School	30
02027	Stalmine Primary School	15
02030	Stanah Primary School	60



<b>SCHOOL No.</b>	<b>NAME OF SCHOOL</b>	<b>PROPOSED ADMISSION No. 2024/2025</b>
02031	Thornton Cleveleys Northfold Community Primary School	30
02033	Thornton Cleveleys Baines Endowed [Vol. Cont] Prim School	30
02035	Thornton Primary School	20
02036	Thornton Cleveleys Royles Brook Primary School	45
02038	Nateby Primary School	12
02039	Forton Primary School	15
02049	Garstang Community Primary School	30
02051	Staining Church of England VC Primary School	35
02052	Thornton Cleveleys Manor Beach Primary School	45
04036	Freckleton Strike Lane Primary School	30
04039	Kirkham and Wesham Primary School	30
04043	Weeton Primary School	30
04044	Lytham St Anne's Mayfield Primary School	30
04045	Clifton Primary School	35
04046	Lytham St Anne's Ansdell Primary School	35
04052	Lytham Hall Park Primary School	60
06002	Brookfield Community Primary School	30
06604	Deepdale Community Primary School	90
06005	Eldon Primary School	30
06008	Brockholes Wood Community Primary School	30
06009	Frenchwood Community Primary School	45
06010	Preston Grange Primary School	30
06011	Preston Greenlands Community Primary School	30
06012	Holme Slack Community Primary School	30
06014	Ingol Community Primary School	30
06016	Moor Nook Community Primary School	30
06019	Ribbleton Avenue Infant School	70
06020	Ribbleton Avenue Methodist Junior School	70
06021	The Roebuck School	45
06031	Preston St Stephen's Church of England Primary School [VC]	45
06033	Ashton Primary School	30
06035	Preston Fishwick Primary School	17
06037	Lea Community Primary School	30
06040	Catforth Primary School	13
06041	Sherwood Primary School	60
06042	Cottam Primary School	30
06050	Goosnargh Whitechapel Primary School	15
06055	Kennington Primary School	35
06057	Fulwood and Cadley Primary School	45
06058	Harris Primary School	30



SCHOOL No.	NAME OF SCHOOL	PROPOSED ADMISSION No. 2024/2025
06060	Queen's Drive Primary School	60
06062	Pool House Community Primary School	25
06064	Brabin's Endowed School [VC]	15
06071	Longsands Community Primary School	30
07005	Higher Walton Church of England Primary School [VC]	17
07007	Bamber Bridge St Aidan's Church of England Primary School [VC]	24
07012	Walton-le-Dale Primary School	60
07013	Coupe Green Primary School	20
07015	Leyland St Andrew's Church of England Infant School [VC]	60
07016I	Leyland Methodist Infant School	70
07016J	Leyland Methodist Junior School	70
07019	Woodlea Junior School	65
07020	Lever House Primary School	45
07025	Seven Stars Primary School	30
07026	Moss Side Primary School	37
07030	Longton Primary School	30
07037	Little Hoole Primary School	30
07040	Penwortham Middleforth Church of England Primary School [VC]	30
07041	Howick Church of England Primary School [VC]	15
07043	Penwortham Primary School	30
07044	Whitefield Primary School	60
07046	Kingsfold Primary School	30
08001	Burscough Bridge St John's Church of England Prim School [VC]	30
08002	Burscough Bridge Methodist [Voluntary Controlled] Prim School	12
08004	Ormskirk Lathom Park Church of England Primary School [VC]	10
08006	Westhead Lathom St James' Church of England Primary School [VC]	15
08009	Ormskirk Asmall Primary School	20
08011	Ormskirk Church of England Primary School [VC]	60
08014	Ormskirk West End Primary School	30
08016	Burscough Village Primary School	30
08018	Bickerstaffe [Voluntary Controlled] Church of England School	15
08019	Aughton Town Green Primary School	50
08020	Aughton Christ Church C/E Vol Controlled Primary School	30
08021	Aughton St Michael's Church of England Primary School	30
08023	Holmeswood Methodist School	6
08024	Richard Durnings Endowed Primary School Bispham	15
08027	Scarisbrick St Mark's Church of England Primary School [VC]	15
08029	Pinfold Primary School, Scarisbrick	7
08033	Holland Moor Primary School, Skelmersdale	60



SCHOOL No.	NAME OF SCHOOL	PROPOSED ADMISSION No. 2024/2025
08034	Cobbs Brow School	40
08038	Skelmersdale Trinity C/E/Methodist Primary School [VC]	30
08040	Skelmersdale Crow Orchard Primary School	26
08043	Little Digmaor Primary School	20
08046	Hillside Community Primary School	30
08054	Delph Side Community Primary School	30
08063	Crawford Village Primary School	10
08064	Wrightington Mossy Lea Primary School	7
08076	Banks Methodist Primary School [VC]	10
08077	Banks St Stephen's Church of England Primary School [VC]	30
08078	Brookfield Park Primary School	30
08079	Woodland Community Primary School	50
09002	Duke Street Primary School	50
09003	Highfield Community Primary School	30
09010	Gillibrand Primary School	30
09015	Buckshaw Primary School	30
09022	Adlington Primary School	20
09024	Lancaster Lane Community Primary School	30
09025	Clayton-le-Woods Manor Road Primary School	36
09026	Clayton-le-Woods Westwood Primary School	30
09028	Anderton Primary School	30
09031	Brindle Gregson Lane Primary School	30
09039	Coppull Primary School	45
09045	Euxton Primrose Hill Primary School	60
09050	Balshaw Lane Community Primary School	60
09052	Eccleston Primary School	30
09053	Clayton Brook Primary School	30
09062	Abbey Village Primary School	15
09063	Withnell Fold Primary School	14
11005	Accrington Hyndburn Park Primary School	60
11013	Accrington St Peter's Church of England Primary School [VC]	30
11014	Accrington Spring Hill Primary School	60
11015	Accrington Woodnook Primary School	40
11018	Oswaldtwistle Hippings Methodist Primary School [VC]	30
11020	Oswaldtwistle St Andrew's Church of England Primary School [VC]	45
11025	Oswaldtwistle Moor End Community Primary School	30
11029	Clayton-le-Moors Mount Pleasant Primary School	60
11042	Great Harwood Primary School	45
11045	Rishton Methodist School [VC]	30
11055	Clitheroe Brookside Primary School	30



<b>SCHOOL No.</b>	<b>NAME OF SCHOOL</b>	<b>PROPOSED ADMISSION No. 2024/2025</b>
11056	Clitheroe Edisford Primary School	30
11057	Clitheroe Pendle Primary School	50
11061	Gisburn Primary School	20
11064	Read St John's Church of England Primary School [VC]	30
11065	Sabden Primary School	15
11070	Barrow United Reformed Church Primary School [VC]	30
11113	Ribblesdale School	30
12001	Briercliffe Primary School	60
12002	Worsthorne Primary School	30
12005	Padiham Green Church of England Primary School [VC]	30
12006	Padiham Primary School	45
12011	Hapton Church of England/Methodist Primary School [VC]	18
12012	Barden Primary School	60
12013	Burnley Brunshaw Primary School	60
12020	Burnley Heasandford Primary School	90
12022	Burnley Ightenhill Primary School	60
12023	Burnley Lowerhouse Junior School	60
12025	Rosegrove Infant School	60
12035	Burnley Stoneyholme Community Primary School	60
12037	Burnley Whittlefield Primary School	30
12041	Rosewood Primary School	60
12042	Cherry Fold Community Primary School	60
12043	Burnley Springfield Community Primary School	30
13001	Bradley Primary School	60
13007	Lomeshaye Junior School	90
13010	Nelson Walverden Primary School	60
13011	Nelson Whitefield Infant School and Nursery Unit	90
13012	Marsden Community Primary School	60
13016	Barrowford School	60
13023	Roughlee Church of England Primary School [VC]	7
13024	Higham St John's Church of England Primary School [VC]	20
13030	Colne Park Primary School	60
13031	Colne Primet Primary School	30
13033	West Street Community Primary School	30
13034	Trawden Forest Primary School	30
13036	Reedley Primary School	60
13040	Barnoldswick Church of England VC Primary School	60
13041	Barnoldswick Coates Lane Primary School	30
13042	Barnoldswick Gisburn Road Community Primary School	30
13046	Kelbrook Primary School	15



SCHOOL No.	NAME OF SCHOOL	PROPOSED ADMISSION No. 2024/2025
13048	Salterforth Primary School	15
13049	Earby Springfield Primary School	30
14001	Bacup Britannia Community Primary School	30
14002	Bacup Thorn Primary School	45
14003	Northern Primary School	30
14005	Sharneyford Primary School	10
14008	Bacup St Saviours Community Primary School	15
14011	Bacup Holy Trinity Stacksteads C/E Primary School [VC]	35
14015	St Paul's Church of England Primary School, Rawtenstall [VC]	40
14018	St Mary's Rawtenstall Church of England Primary School [VC]	30
14019	Crawshawbooth Primary School	45
14022	Waterfoot Primary School	45
14024	Newchurch St Nicholas Church of England Primary School [VC]	30
14026	Balladen Community Primary School	30
14027	Water Primary School	20
14030	Broadway Primary School	30
14031	Helmshore Primary School	60
14038	Edenfield Church of England Primary School [VC]	25
14039	Stubbins Primary School, Ramsbottom	30
14040	St Bartholomew's Church of England Primary School [VC]	25
14042	Whitworth Tonacliffe Primary School	45

**IMPORTANT NOTE**

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



**PROPOSED ADMISSION NUMBERS FOR  
COMMUNITY AND VOLUNTARY CONTROLLED SECONDARY SCHOOLS & YEAR 12  
PLACES – 2024/25**

**IMPORTANT NOTE**

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

SCHOOL No.	NAME OF SCHOOL	PROPOSED ADMISSION No. 2024/25
02101	Millfield Science and Performing Arts College	175
04115	Carr Hill High School	250
06103	Broughton High School	180
06104	Ashton Community Science College	160
06115	Longridge High School	165
07101	Balshaw's Church of England High School	185
07104	Wellfield High School	166
07107	Walton-le-Dale Arts College and High School	157
07111	Penwortham Girls' High School	160
08105	Up Holland High School	180
11113	Ribblesdale School	285
13111	Pendle Vale College	210
14101	Alder Grange School	145
14107	Whitworth Community High School	130
14109	Haslingden High School & Sixth Form	270



PROPOSED ADMISSION NUMBERS FOR COMMUNITY AND VOLUNTARY  
CONTROLLED  
LANCASHIRE SIXTH FORM PLACES 2024/25

SCHOOL No.	NAME OF SCHOOL	PROPOSED ADMISSION No. 2024/25
14101	Alder Grange School	150
14109	Haslingden High School & Sixth Form	150





LANCASHIRE COUNTY COUNCIL

## **PROPOSED ADMISSION ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY SCHOOLS FOR 2024/2025**

### **ALL DISTRICTS**

The purpose of the admission arrangements is to ensure that all school places for maintained schools are allocated and offered in an open and fair way. Lancashire County Council (LCC) must comply with the School Admissions Code, published by the Department for Education [DfE], which has 'a force of law'. When a school is oversubscribed, ie, it has more applicants than places available, a policy is required to allocate and offer places in an open and fair way, in line with the School Admissions Code. Listed below is the policy and associated procedures used by LCC when allocating places for Community and Voluntary Controlled Schools. The supplementary notes and Geographical Priority Areas [GPAs] which form part of the admission arrangements make it clear to parents how and why places are allocated in a fair, clear and objective way :~

### **PROPOSED ADMISSIONS POLICY FOR COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY SCHOOLS - 2024/2025**

The proposed policy for admission to community and voluntary controlled primary schools for 2024/2025 is listed below:-

An admission number will be published showing the maximum number of pupils that the school will admit in the Autumn Term 2024. Parents are given the opportunity to express three preferences for a primary school. Published criteria are used to decide which children should be offered the available places. In primary schools, an equal preference scheme is operated to comply with the Schools Admission Code, whereby three parental preferences are given equal status and are considered equally against the admissions criteria. If a school is oversubscribed, the following criteria will be applied in priority order:

#### **Primary Schools**

When a school is oversubscribed on parental preferences, then the following priorities apply in order:

1. Looked after children or a child who was previously looked after, but immediately after being looked after became subject to an adoption, child arrangement order, or special guardianship order or those children who appear to the school to have been in state care outside of England and ceased to be in state care as a result of being adopted (see note (x) below), then
- 2 Children for whom the Local Authority accepts that there are exceptional medical social or welfare reasons which are directly relevant to the school concerned (see note (i) below, then



- 3 Children with older brothers and sisters attending the school when the younger child will start, (see note (iii) below), then
- 4 Remaining places are allocated according to where a child lives. Those living nearest to the preferred school by a straight line (radial) measure will have priority, (see note (v) below).

**When a primary school with a GPA is oversubscribed the following priorities will be applied in order:**

1. Looked after children or a child who was previously looked after, but immediately after being looked after became subject to an adoption, child arrangement order, or special guardianship order or those children who appear to the school to have been in state care outside of England and ceased to be in state care as a result of being adopted (see note (x) below), then
2. Children for whom the Local Authority accepts that there are exceptional medical, social or welfare reasons which are directly relevant to the school concerned. (See note (i) below) then
3. Children living within the school's geographical priority area with older brothers or sisters attending the school when the younger child will start, (see note iii below).
4. Children living within the school's geographical priority area, then
5. Children living outside the school's geographical priority area with older brothers or sisters still attending the school when the younger child will start (See note (iii) below) then
6. Children living outside the school's Geographical Priority Area (see note (iv) below).

**GPA's relate to:~**

Mayfield Primary School, Lytham  
Moss Side Primary School  
Eidsford Community Primary School  
Ribblesdale School  
Crawshawbooth Primary School  
Waterfoot Primary School

**Notes**

- (i) The medical, social and welfare criterion will consider issues relevant to the child and/or the family. This category may include children without an EHC Plan/Statement who have special needs. Parents are responsible for providing the professional supporting evidence with the application by the closing date from a consultant, doctor, psychologist, social worker or from another relevant independent professional.



- (ii) As required by law, all children with a Statement of Special Educational Needs/Education, Health and Care Plan naming a school will be admitted before the application of the over-subscription criteria. Children who have a Statement for Special Needs/EHC Plan will have their applications considered separately.
- (iii) Brothers and sisters includes full brothers and sisters, step children, half brothers and sisters, fostered and adopted children living with the same family at the same address; and full brothers and sisters living at different addresses.
- (iv) The distance criterion will be used as the tie breaker if there is oversubscription within any of the admission criteria; it is a straight line (radial) measure.

If the Local Authority is unable to distinguish between applicants using the published criteria (eg. Siblings, those living the same distance from home to school, or families residing in the same block of flats) places will be offered via a random draw.

The distance measure is a straight line measurement (radial) between the applicant's home address points and the address point of the school (coordinates provided by Ordnance Survey data).

- (v) A child's permanent address is the one where he/she normally lives and sleeps and goes to school from. Proof of residency may be requested at any time throughout the admissions process, (including after a child has accessed a school place).
- (vi) The Local Authority will keep waiting lists for all Lancashire primary schools until 31 August 2024. These are kept in priority order using the school's published admission criteria. From 1 September 2023, waiting lists will be transferred to and retained by individual admission authorities (the Local authority for community and voluntary controlled schools and own admission authority schools will each retain their own list). To comply with the School Admissions Code the waiting lists must be retained until at least 31 December 2024.
- (vii) Applications for school places which are received late will not necessarily be dealt with at the same time as those received by the set deadline. The reasons for a late application may be requested and where these are not exceptional the relevant admission criteria will be initially applied to all others received on time. The late application will be dealt with after this process.

Application forms received after the published closing date, will only be considered at that time if the following conditions apply:

- (a) if the number of preferences received for the school is below the published admission number or:
- (b) there are extenuating circumstances justifying a late application.

These may include:



- (a) parents moving into the County after the closing date;
  - (b) parent/carer illness which required hospitalisation for the major part of the period between the publication of the composite prospectus and the closing date for applications.
- (viii) Where a child lives with one parent for part of the week and another for the rest of the week only one address will be accepted for a school admission application. This will normally be the one where the child wakes up for the majority of school days (Monday to Friday).
- (ix) the highest priority **must** be given to looked after children and children who were previously looked after, but ceased to be so because they were adopted (or became subject to a residence order, child arrangement orders or special guardianship order). Further references to previously looked after children in the Code means children who were adopted (or subject to residence orders, child arrangement orders or special guardianship orders) immediately following having been looked after. This includes children who are legally adopted from overseas. Relevant, legal documents must be provided to evidence the adoption.

A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989) at the time of making an application to a school. A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society (see Section 23ZZA(8) of the Children's Act 1989 (inserted by Section 4 of the Children and Social Work Act 2017). This includes children who were adopted under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). Child arrangement orders are defined Section 8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014. Child arrangement orders replace residence orders and any residence orders in force prior to 22 April 2014 is deemed to be a child arrangements order. Section 14A of the Children Act 1989, which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

### **Shared Care Arrangements**

When a child lives with one parent for part of the week and another for the rest of the week only one address will be accepted for a school admission application. This will normally be the one where the child wakes up for the majority of school days (Monday to Friday). Proof of residence may be requested at any time throughout the admissions process.

In the cases where a child lives with parents who have shared responsibility and the child's time is split equally between two homes, the address of the parent who receives child benefit will normally be used. The Local Authority reserves the right to request



further proof, in order to establish the home address, as fit the individual circumstances.

Where agreement cannot be reached:~

Where shared care arrangements are in place, and parents/carers of the child submit two separate applications for different schools, the Local Authority requires parents to resolve matters between themselves, taking legal advice if necessary, and inform the Local Authority which application should be processed. The Local Authority will not become involved in private disputes.

The Local Authority has an obligation to process an application that has been submitted and signed by a parent with parental responsibility. We will consider the living arrangements and apply the shared care arrangement rules.

If there are any challenges to which address is to be used as a child's residency, individual admission authorities will be consulted. In cases where parents are separated and both have retained joint responsibility, the application will be accepted from the parent who is in receipt of the child benefit and with whom the child primarily resides.

Where shared care arrangements are in place it may be necessary to establish the permanent home address for the child. In certain circumstances parent/carers will be asked to write to the Local Authority stating the number of days each week the child spends with them. The Local Authority may ask for evidence of which parent/carer was in receipt of child benefit at the point of application. If the parent/carer is not in receipt of child benefit, the Local Authority will ask for proof of benefit award notices; Tax Credit Award Notices and child's registered address with the GP at the point of application. If the child's home address cannot be verified the Local Authority reserves the right to request further documentary evidence to support any claim of permanent home address.

The Local Authority cannot release information or intervene where disputes or disagreements arise between parents in relation to any DETERMINED or submitted application for a school place.

We can only process applications from one address. If your child lives at another address from you or with another parent/carer from Monday to Friday, please provide the Parental Responsibility Order or Residence/Child Arrangements Order for the person the child lives with.

Further evidence can include:~

- a copy of a court order.
- a letter from a solicitor setting out the arrangements;
- a joint statutory declaration (prepared by a Commissioner for Oath);
- a tax credit award notice (TC602) for current year.



## **Moving House**

If you are about to move house, please contact the Area Education Office with your new address so that letters which are sent to you do not go astray. If you have already exchanged contracts on a house or have evidence of a confirmed offer of tenancy, you can ask for your child's application to be considered from the new address. It is required that a family does not just own a property, in a particular location, but that they are actually resident in the property. Evidence of your/the child's residency in the new property will be required.

We can't accept a temporary address if you still possess a property that was previously used as a home address.

If you make a permanent house move after applying, but before allocation procedures have been undertaken, you must contact the Area Education Office. You may be able to change your preferences if you are changing address to a more distant property and the allocation will be based on the new address. We normally require two forms of evidence to confirm a house move. It may on occasions be necessary to request additional documentation, depending upon individual circumstances.

Documents accepted to evidence a house move:~

- Proof of purchase or tenancy agreement
- Evidence of disposal of previous property
- Council Tax document, evidencing the end of residency in previous home.
- Council Tax document, evidencing the residency within your new home.

Other forms of evidence may also be accepted at the discretion of the County Council to cover individual circumstances.

**If you move temporarily during the admissions process you must also discuss the matter with the Area Education Office. Temporary addresses are rarely accepted for admission purposes.**

If you are moving to another area of Lancashire, details of schools in the area can be obtained from any Area Education Office. Admission Authorities will check address details and may randomly sample applications.

You must contact the Area Education Office if there are any changes in your child's living arrangements during the application and allocation of places period.

Places offered for Lancashire schools may be subsequently withdrawn where misleading or inaccurate information has been discovered.

## **Applications from abroad (and other areas of the UK)**

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

Where families relocate or return to an address in Lancashire after a statutory closing date but during the allocation period (ahead of finalisation of offers) then there will be



considered as a late application. Appropriate evidence must be provided of ownership and date of relocation and residence at that address.

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

The Authority has a duty to co-ordinate admission arrangements for all Lancashire maintained schools. The Authority will ensure that all Lancashire parents whose children will attend a reception class receive the offer of primary school place on the agreed date.

### Geographical Priority Areas – Primary Schools

Geographical Priority Area for the North Area of Lancashire:~

#### **Mayfield Primary School, Lytham St Annes - Geographical Priority Area (GPA) – introduced for the 2017 Admissions round**

Building work has commenced on a new housing development on the ex Pontin's site on the A584 which borders Blackpool authority (the A5230 - Squires Gate Lane and Blackpool Airport).

This is located within Lancashire but is situated on the border with Blackpool. The new properties will be situated near to Blackpool primary and secondary schools and academies. They are already located within the FY8 area so are in the Geographical Priority Area (GPA) for Lytham St Annes Technology & Performing Arts College.

There are 443 dwellings planned on this site. The pupil yield from these will depend on the type of housing which is developed and is expected to be between 75 and 168 across the primary age range. Blackpool Authority do have primary place capacity for this new development.

The properties will, however, be some distance from the nearest Lancashire primary school. It is intended, therefore, to introduce a GPA for Mayfield Primary School in St Annes in order to give these Lancashire families some increased priority for admission.

#### **Geographical Priority Areas (GPAs) for South Lancashire Primary Schools – Introduced in the 2011/12 Admissions round**

##### **MOSS SIDE PRIMARY SCHOOL - REVISED**

The area bounded by Southport Road (A581), Moor Road (B5249), the Preston to Ormskirk railway line, Dunkirk Lane, Longmeanygate, Schleswig Way (B5253) and Leyland Lane.



## **Geographical Priority Areas (GPAs) for East Lancashire Primary Schools**

### **Edisford Community Primary School [introduced in 2015/16 admissions round]**

Those resident in the Low Moor area (bordered by Edisford Road to the south and the River Ribble to the west and north) as far as houses on and adjacent to Riverside and Low Moor Farm.

### **Ribblesdale School - (11/113) [introduced – 2023/24 admissions round – through school].**

The above school's priority area is Clitheroe, Worston, Pendleton, Mearley, Whalley, Wiswell, Mitton, Read, Sabden, Simonstone, Aighton, Bailey and Chaigley, Billington, Dinckley, Balderstone, Clayton-le-Dale, Mellor, Osbaldeston, Ramsgreave, Salesbury, Wilpshire, Barrow, Stoneyhurst, Brockhall Village, Hurst Green, Langho, Ribchester, Higham, Goldshaw Booth and Barley with Wheatley, [West of Barley Lane], Fence and Old Laund Booth.

**GPAs were adopted for Crawshawbooth Community Primary School and Waterfoot Community Primary School and introduced in 2014/15 admissions round.**

## **CRAWSHAWBOOTH COMMUNITY PRIMARY SCHOOL**

### **Crawshawbooth Community Primary School**

From the north end of the Clowbridge reservoir heading south and taking in the Dunnockshaw, Loveclough, Goodshaw Fold, Goodshaw Chapel and Goodshaw areas (and surrounding farm houses). The cut off points at the south end of the area will be Lord Street and its houses and Forest Bank Road (both off the A682). The line will run East down the middle of Forest bank Road and across the top of Short Clough reservoir.

The confirmation, this GPA includes Higher Nutshaw Farm, Dunnockshaw.

## **WATERFOOT COMMUNITY PRIMARY SCHOOL**

### **Waterfoot Community Primary School**

Lower and Higher Boarsgreave in the south taking in houses and settlement adjacent to Cowpe Road running north to the point where the River Irwell meets Bacup Road in Waterfoot.

Families with children living within the stipulated GPA would have prior consideration for a place at the relevant school under criterion 4 – ahead of other applicants under criterion 4 with children living outside of the GPA.





## **Transfer between Lancashire Infant and Junior Schools**

### **Infant to Junior School Transfers (Year 2 to Year 3) and In Year Admissions**

In Lancashire there are five infant and five junior schools which are legally separate organisations (each has its own Governing Body) but which, in pairs, have close links.

These are:-

- Ribbleton Avenue Infants and Ribbleton Avenue Juniors (Preston)
- Leyland Methodist Infants and Leyland Methodist Juniors (South Ribble)
- Leyland St Andrew's CE Infants and Woodlea Juniors (South Ribble)
- Rosegrove Infants and Lowerhouse Juniors (Burnley)
- Whitefield Infants and Lomeshaye Juniors (Pendle)

Historically children in Year 2 at each infant school have transferred to Year 3 at the associated junior school. It is anticipated that this will continue. The School admissions Code does state however that:-

*"Some schools give priority to siblings of pupils attending another state funded school with which they have close links. Where this is the case this priority must be set out clearly in the arrangements".*

The current determined admission arrangements for all Lancashire's community and voluntary controlled schools prioritise admission as follows:-

1. Looked after children and those who were previously looked after, including those legally adopted from overseas.
2. Exceptional medical, social and welfare reasons directly relevant to the school concerned
3. Children who will have older brothers and sisters attending the school when the younger child applies
4. Distance - a straight line (radial) measure

These criteria do not explicitly refer to the schools named above in terms of applying the sibling test across the full age range (reception to Year 5 for September reception admissions; reception to Year 5 for all Year 2 to Year 3 transfers and reception to Year 6 for all in year admissions). Clarity is important in relation to the close links between each pair of infant and junior schools.

It is determined therefore to add statements to the determined admission arrangements for Lancashire's community and voluntary controlled schools to confirm that:-

*"For Lancashire infant and junior schools which have close links (the schools will be named in information for parents) the sibling criterion for admission will be applied in relation to children on roll at either school (as appropriate) in relation to annual intakes and in year admissions"*



*"For Year 3 admissions at Lancashire junior schools parents with children on roll in Year 2 at any school may apply for Year 3 places (by 15 January in the year of the intended transfer). Similarly new to area families are able to apply for Year 3 places at the junior schools.*

It is expected that predominantly the current situation for Year 2 to Year 3 transfers will continue. The Local Authority will however implement and manage a formal admission round for transfers if a situation develops where there are more Year 3 applicants than available places.

*Officer comment: prior to formal consultation about firming up the admission policy for infant and junior schools and clarifying the information for parents a letter was sent to all of the head teachers concerned. This alerted them to the forthcoming consultation and gave the opportunity for informal views ahead of any changes. There were some informal enquiries by telephone about the need for the change but no formal objections or concerns have been received. In view of admission number mismatches for two pairs of these schools, and probable increased place demand in the future, it is essential that Lancashire provides absolute clarity about infant and junior admissions and transfers. This will ensure that the requirements of the School Admissions Code and associated legislation are met and that all schools and applicants have clear information about how admissions procedures operate.*



## **Summer born children – Deferring or delaying school entry**

### **Background**

The Department for Education has produced guidance '*Advice on the Admission of Summer Born Children (December 2014)*'. The guidance is non-statutory and has been produced to help local authorities, admission authorities and parents understand the framework within which admission authorities must operate, and to dispel some of the myths that appear to have arisen around the admission of summer born children. It should be read in conjunction with the statutory document, the Department for Education, 'School Admissions Code' which was published in 2021.

### **When will my child reach statutory school age?**

Children must be receiving full-time education by the start of the term following their fifth birthday.

- For children born between 1 September and 31 December, they reach compulsory school age on 31 December and must be receiving full-time education at the start of the spring term (i.e. after the Christmas holidays, in January).
- For children born between 1 January and 31 March, they reach compulsory school age on 31 March and must be receiving full-time education by the start of the summer term (i.e. after the Easter holidays, in March or April).
- For children born between 1 April and 31 August, they reach compulsory school age on 31 August and must be receiving full-time education at the start of the new school year (i.e. after the summer holidays, in September).

### **Delayed admission to Reception**

Parents of non-compulsory age children [four year olds] are entitled to inform the Admission Authority of their intention for their child to embark on a pattern of part-time attendance or deferment if that best suits the needs of their child.

In Lancashire, we provide for the admission of all children in the September following their fourth birthday. Parents of non-compulsory school age children (four year olds) may choose a pattern of part-time attendance or deferment if that best suits the needs of their child. Parents will be offered the opportunity for their child to:

- Start Year R (Reception) in September on a full-time basis from their first day of attendance or on a part-time basis up to the point of reaching compulsory school age.
- Defer the date their child is admitted to the school until later in the school year but not beyond the point at which they reach compulsory school age and not beyond the beginning of the summer term of the school year for which the offer of the school place was made.



## Deferred admission to Reception

Parents who are considering deferring their child's entry to school should be aware that teachers are skilled in differentiating the curriculum to meet a diverse range of needs. Parents are encouraged to visit the schools they are thinking of applying for, where staff will be able to explain the provision on offer to children in Reception class, how it is tailored to meet the needs of individual pupils and how the needs of each pupil will continue to be met as they move up through school.

Where a parent wishes to defer their child's admission until the following school year, parents are encouraged to make requests to defer in good time before the closing date for the normal admission round. Parents will need to provide the detailed reasons to enable their request to be given proper consideration and are encouraged to include any supporting evidence from relevant professionals. Please complete the County Council's application form '*Application for a Lancashire school place for summer born children*'.

Parents submitting a request for admission out of the normal age group are required to also make an application for a place in their child's normal age group at the same time. If the application to defer is made by the national closing date for applications the admission authority will ensure that the parent receives the response to their request before the primary school national offer day.

All summer born requests for deferred admission will be considered by the individual admissions authority of each preferred school. Where requests are made for differing admission authorities, the request must be sent to the local authority that will co-ordinate the request and the decisions made. If a joint agreement cannot be reached then the decision to defer admission will only stand for any named school that agreed the request.

When considering a request for deferred admission for a community or voluntary controlled school the following factors will be considered:

- any delayed social, emotional or physical development which may be affecting the child's readiness for school (supported by a relevant professional);
- premature birth and the fact that the child may have naturally fallen into a lower age group if they had been born on their expected date of birth;
- any medical incapacity, if this has prevented access to early years provision.
- any significant learning or special educational needs (supported by a relevant professional);
- the views of the head teacher of the preferred school (s)
- parental views



## **Making a decision in the child's best interests**

The Local Authority will share information provided on the application form with the admission authorities and head teachers of the school(s) parents have expressed a preference for. They will not however be informed of the order of preferences. These admission authorities and head teachers will then come to a decision as to whether they support the request for deferred entry. Where necessary, reports will be requested from the child's nursery. The final decision will be for the admission authority to make.

The Local Authority will then write to parent/carers to confirm the result of these decisions.

### **Additional factors for consideration**

Parents/carers should be aware that as the number of applications and preferences, and even the number of available places, may differ from year to year, that a deferral does not mean a place at the same school can be allocated one year later or provide any additional priority for a place.

Once a child has been admitted to a school it is for the head teacher to decide how best to educate them. The head teacher may consider that it would be appropriate for a child who has been admitted out of their normal age group to be moved to their normal age group. Any decision to move a child to a different age group would be based on educational reasons and in consultation with the parents.

For any child not being educated in the year group in which their chronological age falls there may be complications if a change of school is required or a move to another local authority. It will be for the admission authority of any receiving school to decide whether to admit the child out of their normal age group. This also applies at the time of transfer from primary to secondary school.

Any child who remains a year below their chronological age group will no longer be of compulsory school age during Year 11 of secondary school and therefore will be able to leave school before completing examinations.

There is no formal right to appeal a decision made by the admission authority. However, for schools where the LA is admission authority, a parent may request a review of the decision made.





## **PROPOSED ADMISSION ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED SECONDARY SCHOOLS FOR 2024/2025**

### ALL DISTRICTS

The purpose of the admission arrangements is to ensure that all school places for maintained schools are allocated and offered in an open and fair way. LCC must comply with the School Admissions Code, published by the Department for Education [DfE], which has 'a force of law'. When a school is oversubscribed, ie, it has more applicants than places available, it needs a policy to allocate and offer places in an open and fair way, in line with the School Admissions Code. Listed below is the policy and associated procedures used by Lancashire County Council when allocating places for Community and Voluntary Controlled Schools. The supplementary notes and Geographical Priority Areas [GPA] which form part of the admission arrangements make it clear to parents how and why places are allocated in a fair, clear and objective way.

Towards the end of the report, the admission arrangements for the Community and Voluntary Controlled Sixth Forms are provided :~

### SECONDARY

An admission number will be published showing the maximum number of pupils that the school will admit in the Autumn Term 2024. Parents are given the opportunity to express three preferences for a secondary school. Published criteria are used to decide which children should be offered the available places. In secondary schools an equal preference system operates, whereby the three parental preferences are given equal status. Each preference will be considered equally against the admissions criteria.

When a secondary school is oversubscribed the following priorities apply in order:

1. Looked after children or a child who was previously looked after, but immediately after being looked after became subject to an adoption, child arrangement order, or special guardianship order or those children who appear to the school to have been in state care outside of England and ceased to be in state care as a result of being adopted (see note (x) below), then
2. Children for whom the Local Authority accepts that there are exceptional medical, social or welfare reasons which are directly relevant to the school concerned. (See note (i) below) then
3. Children living within the school's geographical priority area with older brothers or sisters attending the school when the younger child will start, (see note iii below).
4. Children living within the school's geographical priority area, then



5. Children living outside the school's geographical priority area with older brothers or sisters still attending the school when the younger child will start (See note (iii) below) then
6. Children living outside the school's Geographical Priority Area (see note (iv) below).

### Notes

- (i) The medical, social and welfare criterion will consider issues relevant to the child and/or the family. This category may include children without a Statement or Education, Health and Care Plan (EHCP) who have special needs. Parents are responsible for providing the professional supporting evidence with the application by the closing date from a consultant, doctor, psychologist, social worker or from another relevant independent professional.
- (ii) As required by law, all children with a Statement of Special Educational Needs/EHC Plan naming a school will be admitted before the application of the over-subscription criteria. Children who have a Statement of special needs/EHC Plan have their applications considered separately.
- (iii) Brothers and sisters includes full brothers and sisters, step children, half brothers and sisters, fostered and adopted children living with the same family at the same address; and full brothers and sisters living at different addresses. The priority does not apply to siblings whose brothers and sisters transferred into a sixth form at 16+.
- (iv) The distance criterion will be used as the tie breaker if there is oversubscription within any of the admission criteria; it is a straight line (radial) measure.

If the Local Authority is unable to distinguish between applicants using the published criteria (eg. Siblings, those living the same distance from home to school, or families residing in the same block of flats) places will be offered via a random draw.

The distance measure is a straight line measurement (radial) between the applicant's home address points and the address point of the school (coordinates provided by Ordnance Survey data).

- (v) A child's permanent address is the one where he/she normally lives and sleeps and goes to school from. Proof of residence may be requested at any time throughout the admission process, (including after a child has accessed a school place).
- (vi) The Local Authority will keep waiting lists for all Lancashire primary schools until 31 August 2024. These are kept in priority order using the school's published admission criteria.
- (vii) From 1 September 2024, waiting lists will be transferred to and retained by individual admission authorities (the Local authority for community and





voluntary controlled schools and own admission authority schools will each retain their own list). To comply with the School Admissions Code the waiting lists must be retained until at least 31 December 2024.

- (viii) Applications for school places which are received late will not necessarily be dealt with at the same time as those received by the set deadline. The reasons for a late application may be requested and where these are not exceptional the relevant admission criteria will be initially applied to all others received on time. The late application will be dealt with after this process.

Application forms received after the published closing date, will only be considered at that time if the following conditions apply:

- (a) if the number of preferences received for the school is below the published admission number or:
- (b) there are extenuating circumstances justifying a late application.

These may include:

- (a) parents moving into the County after the closing date;
- (b) parent/carer illness which required hospitalisation for the major part of the period between the publication of the composite prospectus and the closing date for applications.
- (ix) Where a child lives with one parent for part of the week and another for the rest of the week only one address will be accepted for a school admission application. This will normally be the one where the child wakes up for the majority of school days (Monday to Friday). Proof of residence may be requested at any time throughout the admissions process.
- (x) the highest priority must be given to looked after children and children who were previously looked after, but ceased to be so because they were adopted (or became subject to a residence order, child arrangement orders or special guardianship order). Further references to previously looked after children in the Code means children who were adopted (or subject to residence orders, child arrangement orders or special guardianship orders) immediately following having been looked after. This includes children who are legally adopted from overseas. Relevant, legal documents must be provided to evidence the adoption.

A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989) at the time of making an application to a school. A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society (see Section 23ZZA(8) of the Children's Act 1989 (inserted by Section 4 of the



Children and Social Work Act 2017). This includes children who were adopted under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). Child arrangement orders are defined Section 8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014. Child arrangement orders replace residence orders and any residence orders in force prior to 22 April 2014 is deemed to be a child arrangements order. Section 14A of the Children Act 1989, which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

### Shared Care Arrangements

When a child lives with one parent for part of the week and another for the rest of the week only one address will be accepted for a school admission application. This will normally be the one where the child wakes up for the majority of school days (Monday to Friday). Proof of residence may be requested at any time throughout the admissions process.

In the cases where a child lives with parents who have shared responsibility and the child's time is split equally between two homes, the address of the parent who receives child benefit will normally be used. The Local Authority reserves the right to request further proof, in order to establish the home address, as fit the individual circumstances.

### Where agreement cannot be reached:~

Where shared care arrangements are in place, and parents/carers of the child submit two separate applications for different schools, the Local Authority requires parents to resolve matters between themselves, taking legal advice if necessary, and inform the Local Authority which application should be processed. The Local Authority will not become involved in private disputes.

The Local Authority has an obligation to process an application that has been submitted and signed by a parent with parental responsibility. We will consider the living arrangements and apply the shared care arrangement rules.

If there are any challenges to which address is to be used as a child's residency, individual admission authorities will be consulted. In cases where parents are separated and both have retained joint responsibility, the application will be accepted from the parent who is in receipt of the child benefit and with whom the child primarily resides.

Where shared care arrangements are in place it may be necessary to establish the permanent home address for the child. In certain circumstances parent/carers will be asked to write to the Local Authority stating the number of days each week the child spends with them. The Local Authority may ask for evidence of which parent/carer was in receipt of child benefit at the point of application. If the parent/carer is not in receipt of child benefit, the Local Authority will ask for proof of benefit award notices; Tax Credit Award Notices and child's registered address with the GP at the point of application. If the child's home address cannot be verified the Local Authority reserves



the right to request further documentary evidence to support any claim of permanent home address.

The Local Authority cannot release information or intervene where disputes or disagreements arise between parents in relation to any DETERMINED or submitted application for a school place.

We can only process applications from one address. If your child lives at another address from you or with another parent/carer from Monday to Friday, please provide the Parental Responsibility Order or Residence/Child Arrangements Order for the person the child lives with.

Further evidence can include:~

- *a copy of a court order;*
- *a letter from a solicitor setting out the arrangements;*
- *a joint statutory declaration (prepared by a Commissioner for Oath);*
- *a tax credit award notice (TC602) for current year.*

### Moving House

If you are about to move house, please contact the Area Education Office with your new address so that letters which are sent to you do not go astray. If you have already exchanged contracts on a house or have evidence of a confirmed offer of tenancy, you can ask for your child's application to be considered from the new address. It is required that a family does not just own a property, in a particular location, but that they are actually resident in the property. Evidence of your/the child's residency in the new property will be required.

We can't accept a temporary address if you still possess a property that was previously used as a home address.

If you make a permanent house move after applying, but before allocation procedures have been undertaken, you must contact the Area Education Office. You may be able to change your preferences if you are changing address to a more distant property and the allocation will be based on the new address. We normally require two forms of evidence to confirm a house move. It may on occasions be necessary to request additional documentation, depending upon individual circumstances.

Documents accepted to evidence a house move:~

Proof of purchase or tenancy agreement

Evidence of disposal of previous property

Council Tax document, evidencing the end of residency in previous home.

Council Tax document, evidencing the residency within your new home.

Other forms of evidence may also be accepted at the discretion of the County Council to cover individual circumstances.



If you move temporarily during the admissions process you must also discuss the matter with the Area Education Office. Temporary addresses are rarely accepted for admission purposes.

If you are moving to another area of Lancashire, details of schools in the area can be obtained from any Area Education Office. Admission Authorities will check address details and may randomly sample applications.

You must contact the Area Education Office if there are any changes in your child's living arrangements during the application and allocation of places period.

Places offered for Lancashire schools may be subsequently withdrawn where misleading or inaccurate information has been discovered.

### Applications from abroad (and other areas of the UK)

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

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

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

The Authority has a duty to co-ordinate admission arrangements for all Lancashire maintained schools. The Authority will ensure that all Lancashire parents whose children are transferring to Year 7, receive the offer of one secondary school place on the agreed date.

### Geographical Priority Areas - Secondary

#### North Lancashire Schools

GEOGRAPHICAL PRIORITY AREAS  
NORTH LANCASHIRE AREA

(For clarity - where reference is made to parishes, these refer to civil parishes not ecclesiastical parishes.)

#### Lancaster Secondary Schools

The Local Authority is no longer the admission authority for any school in Lancaster.



Wyre Secondary School

Millfield Science and Performing Arts College (02/101)

Fleetwood, Thornton Cleveleys (part\*) and the Parish of Hambleton (shared with Hodgson and Baines).

\* The cut off point being the Blackpool Borough boundary.

Fylde Secondary School

Carr Hill High School

The Geographical Priority Area is situated in Little Marton, bordering the A583 and adjacent to junction 4 of the M55. Although the majority of this site is within Lancashire the timetable for approval and development of housing is not within Lancashire County Council's control.

The Lancashire part of Whyndyke Farm housing development site is already included within the GPA for Lytham St Annes High School - though there have never been residential properties on site from which parents could apply. This is a foundation school and the governing body is responsible for admissions.

The intention for the future is to retain the Whyndyke Farm site within the GPA for Lytham St Annes High School and to also add this to the GPA for Carr Hill High School.

Parishes of Weeton with Preese, Greenhalgh with Thistleton, Medlar with Wesham, Treales Roseacre and Wharles, Kirkham, Ribby with Wrea, Bryning with Warton, Freckleton and Newton with Clifton and Whyndyke Farm.

SOUTH LANCASHIRE SCHOOLS

(Please note that where reference is made to parishes, these refer to civil parishes not ecclesiastical parishes.)

DISTRICT 6 - PRESTON

ASHTON COMMUNITY SCIENCE COLLEGE

Parishes of Ingol & Tanterton, Lea and Preston\*

\*The Broadgate area bounded by the Preston dock branch railway line, the West Coast Main Line (railway Line), the Penwortham Parish boundary (River Ribble) and Guild Way is not included.

BROUGHTON HIGH SCHOOL

Parishes of Barton, Broughton, Inskip with Sowerby, Lea (part of\*), Preston (part of\*\*) and Woodplumpton

*Inskip with Sowerby is in both Broughton and Garstang Community Academy's Geographical Priority Areas.*



\*The area bounded by Lea Lane, Sidgreaves Lane, Hoyles Lane and the Woodplumpton parish boundary. *This area is shared with Ashton Community Science College's Geographical Priority Area.*

\*\*The area bounded by the Woodplumpton parish boundary, the West Coast Main Line (railway line), and the B6241 (Lightfoot Lane/Tom Benson Way) in a westerly direction back to the Woodplumpton parish boundary. *This area is shared with Ashton Community Science College's Geographical Priority Area.*

#### LONGRIDGE HIGH SCHOOL

Parishes of Chipping, Dutton, Goosnargh, Grimsargh, Haighton, Hothersall, Longridge, Ribchester, Thornley with Wheatley and Whittingham

*Ribchester is in both Longridge and Ribblesdale High School's Geographical Priority Areas.*

#### DISTRICT 7 – SOUTH RIBBLE

#### BALSHAW'S CE HIGH SCHOOL

Parishes of Brindle (part of\*), Clayton-le-Woods, Cuerden, Euxton (part of\*\*) and Leyland (part of\*\*\*)

\*The part of the parish to the south of the M65 motorway

\*\*The part of the parish to the north of the Chorley to Manchester railway line

\*\*\*The area to the east of Worden Lane, St Andrews Way and Towngate. The area to the south of King Street and Leyland Way

#### PENWORTHAM GIRLS' HIGH SCHOOL

Parishes of Hutton, Little Hoole, Longton, Much Hoole, Penwortham and Preston (part of\*)

\*The Broadgate area bounded by the Preston dock branch railway line, the West Coast Main Line (railway Line), the Penwortham Parish boundary (River Ribble) and Guild Way.

#### WALTON-LE-DALE HIGH SCHOOL

The Borough of South Ribble comprising the areas and parishes of Bamber Bridge (part of\*), Cuerdale, Samlesbury and Walton-le-Dale (part of\*)

The Borough of Chorley comprising the parishes of Brindle (part of\*\*) and Hoghton

\*The area of Bamber Bridge and Walton-le-Dale to the east of London Way

\*\*The part of the parish to the north of the M65 motorway



## WELLFIELD HIGH SCHOOL

Parishes of Farington (part of\*), Leyland (part of\*\*) and Ulnes Walton

\*The area to the east of Wheelton Lane, Centurion Way and Stanifield Lane

\*\*The area to the west of Worden Lane, St Andrews Way and Towngate. The area to the north of King Street and Leyland Way

## DISTRICT 8 – WEST LANCASHIRE

### UP HOLLAND HIGH SCHOOL

Parishes of Dalton, Up Holland and Wrightington

## DISTRICT 9 - CHORLEY

No Community/Voluntary Controlled schools

### East Lancashire Schools

## GEOGRAPHICAL PRIORITY AREAS

(Please note that where reference is made to parishes, these refer to civil parishes not ecclesiastical parishes.)

### HYNDBURN COMMUNITY HIGH SCHOOLS

There are no longer any Community/Voluntary Controlled schools in Hyndburn

### RIBBLE VALLEY COMMUNITY HIGH SCHOOL

#### Ribblesdale School - (11/113)

The above school's priority area is Clitheroe, Worston, Pendleton, Mearley, Whalley, Wiswell, Mitton, Read, Sabden, Simonstone, Aighton, Bailey and Chaigley, Billington, Dinckley, Balderstone, Clayton-le-Dale, Mellor, Osbaldeston, Ramsgreave, Salesbury, Wilpshire, Barrow, Stoneyhurst, Brockhall Village, Hurst Green, Langho, Ribchester, Higham, Goldshaw Booth and Barley with Wheatley, [West of Barley Lane], Fence and Old Laund Booth.

### PENDLE COMMUNITY HIGH SCHOOLS

#### Pendle Vale College – (13/111)

This area includes Barley Green, Higham, Fence, Wheatley Lane, Lomeshaye, Central Nelson and Barrowford.

The western perimeter of the area is the border with Ribble Valley from the centre of Barley Lane southwards and then eastwards between J12 and J13 of the M65. The perimeter then follows the M65 north eastwards past J13 to the end of the M65 J14. It turns south into White Walls Drive (A6068) and continues to the roundabout with Burnley Road (A56). From there it turns right into Burnley Road and turns left into Bott



House Lane and immediately left into Hereford Road following the north side of the railway line. It then turns right going across country passing Bankfield House and Higher Knotts and emerging at The Nook. From The Nook it turns right into Southfield Lane and follows the centre of Southfield Lane. It then takes the left hand fork into Back Lane, where it crosses Shelfield Lane and then it takes the next right to Float Bridge. From Float Bridge it goes along Delves Lane following the centre of Delves Lane. It then turns left into Southfield Lane and immediately right into Barkerhouse Road following the centre of this road till it meets Leeds Road. It continues left into Leeds Road (A56) and it turns left again on to Holmes Street and immediately right on to Broadway (A682) and continues following the centre of Manchester Road (A682) to the roundabout with Churchill Way. It continues into Churchill Way and rejoins the boundary of the M65 at J12. It follows the boundary of the M65 westbound till it meets the Burnley boundary at Heald Wood, then follows the Burnley boundary where it meets with the Ribble Valley boundary and follows the Ribble Valley boundary until it arrives at Barley Lane.

## ROSSENDALE COMMUNITY HIGH SCHOOLS

### Alder Grange School – (14/101)

This school mainly services the area of RAWTENSTALL - Crawshawbooth, Constable Lee, Oakley, Hall Carr, Loveclough and Rawtenstall town centre, Goodshaw, Balladen, and Townsend Fold, together with the Hamlets of Dunnockshaw and Clowbridge. This includes the area known as Higher Nutshaw Farm.

### Whitworth Community High School – (14/107)

This school mainly services the area of WHITWORTH - Whitworth, Broadley, Leavengreave, Shawforth.

### Haslingden High School and Sixth Form – (14/109)

This school mainly services the area of HASLINGDEN - Haslingden, Helmshore, Rising Bridge, Edenfield, Stubbins, Turn, Chatterton and Strongstry.





## COMMUNITY & VOLUNTARY CONTROLLED SIXTH FORM 2024/2025

The criteria which are to be used to allocate Year 12 places when a community or controlled sixth form is oversubscribed are described below.

### 14101 – Alder Grange School Sixth Form

Alder Grange is designed to cater for students from a wide range of abilities, offering a blend of courses mainly at level 3, and some level 2 including A level and Applied. We consider applications from all students and build a personalised curriculum offer to suit their abilities.

Specific course entry requirements will vary and be agreed at interview. These necessarily vary with the blend of courses applied for but in general:

Course	Requirement - Basic
Level 2	Level 1 passes in appropriate subjects.
Level 3 Applied courses	At least a grade 4 or equivalent in any related subject.
Level 3 A Level	At least a grade 5 or equivalent in any subject studied.

### 14109 – Haslingden High School Sixth Form

General entry requirement for Level 3 courses: 5 GCSE subjects at grade 4 or higher, including English and Maths. Requirements vary from course to course and can be found on our website in the Course Information Booklet.

We also offer a Level 2 Post-16 Foundation Course in Business Administration and IT for students who do not achieve the Level 3 entry requirements. Successful completion of this course in Year 12 will allow students to move onto some of our Level 3 courses and spend a further two years with us.





# Appendix E

The annual consultation also takes place with Community and Voluntary Controlled Governing Bodies, which were consulted on the Proposed Admission Numbers for their schools for 2024/2025 school year. The requests of the governors and background information are provided below.

The PANs are set by reference to the school's net capacity. The net capacity assessment is a national measuring tool provided by the Department for Education.

In primary schools, the net capacity is calculated on the basis of the number and size of teaching spaces designated as 'class-bases'.

In secondary schools, it is based on the number, size and type of teaching spaces and the age range of the school.

The net capacity formula provides a maximum and minimum number of workplaces, to guide the setting of the admission number. The formula produces an indicated admission number [IAN]. It is permitted to set an admission number higher or lower than the indicated admission number.



1.

<b>School name</b>	Asmall Primary School, Ormskirk	<b>District</b>	8
Current Admission Number	20		
Indicated Admission Number	30		
Proposed Admission Number	20		
Governors' Proposal	25		

### Comments made by the School

We would like to increase our admission number to 25 from September 2023. We would like to do this for financial viability for the school in the future.

As it stands, we have 7 single aged classes with an admission number of 20.

We are regularly approached by families asking for places in school. As we are full in all classes, we are not able to offer these places.

With our lower school numbers and our admission number capped at 20, along with the new teachers' pay award and the pay increase for other school and support staff, unfunded by the government, the school is forecast to have a deficit budget over the next three years.

Our priority is to maintain our high standard of education for our children by maintaining seven single age group classes. We will be able to do this with an additional five children in each class in the future. This will enable us to both fund the pay of teachers and support staff, along with affording other resources for the school .

Our net capacity assessment is 157 - 175 and therefore an intake of 25 would fit within this.

We would be grateful for your consideration of our request to increase our PAN.

### Officer Comments

Thank you for providing details of Asmall Primary School's proposal to exceed their PAN from 20 to 25 from Sept 2023 and permanently increase their PAN from 20 to 25 from Sept 2024.

The following information is provided based on the current pupil projections (Autumn 2022) and the latest net capacity assessment, dated 22<sup>nd</sup> December 2022. The net capacity assessment was updated following the school providing information on significant changes to accommodation being carried out.

#### Pupil Projections - Need

- The school is located in the Ormskirk primary planning area. There is projected to be a surplus of places in the area and no projected need for additional places.
- The falling birth rate in the area means that the number of surplus places is expected to increase.



- For 2023/24 – there is projected to be a surplus of 14 places at Reception, with this number reducing to a shortfall of 3 places as the cohort moves through the school. In 2024/25 the surplus increases with there being a projected 43 place surplus at Reception, reducing to 31 surplus places as the cohort moves through the school. The projections indicate that these low numbers are maintained for the remainder of the 5 year pupil projections. These surplus figures do not include the proposed 5 additional pupils per year at Asmall.

#### School Capacity to Accommodate a PAN of 25

- The school's indicated admission number (IAN), determined from the Net Cap Assessment is 30 and the IAN at Maximum Capacity is 34 therefore there would be sufficient accommodation to support the proposed increase to the admission number It should be confirmed to the school that, as there is no need for additional places in the area, LCC would not support any capital requirements, now or in the future, in relation to this proposed PAN increase.
- Adding additional places to a planning area that already has surplus places could destabilise other schools in the planning area.

#### **School Planning Team Recommendation**

Due to the projected surplus places in the area the School Planning Team would not support this proposed increase.

#### In Year Admissions

It is noted that Asmall Primary School is full in most year groups. The neighbouring primary school, Ormskirk West End Primary school has lots of places available with only 93 pupils in attendance, with a maximum capacity of 210.

#### **Recommendation**

It is recommended that the PAN remains at 20. This is with consideration to current primary school place availability in Ormskirk and the anticipated surplus places going forward.



<b>School name</b>	Edenfield Church of England Primary School [VC]	<b>District</b>	14
Current Admission Number	25		
Indicated Admission Number	25		
Proposed Admission Number	25		
Governors' Proposal	30		

### Comments made by the School

The school is very popular consistently oversubscribed and therefore we manage a lot of appeals annually.

In the light of completed and planned building works in the immediate area, we are keen to serve our local community and offer additional spaces by increasing our admission number to 30 from September 2024. This application has the full support of the governing body with all governors in full agreement.

In recent years, the school has benefitted from building works which have extended the building considerably and include extra classrooms and a purpose built EYFS classroom and fully resourced EYFS outdoor play area. An internal refurbishment provides brand new furniture and state of the art technology. Curriculum resources for both core and foundation subjects are extensive and up to date.

We can offer spacious classrooms which can easily accommodate up to 30 pupils comfortably and wide open spaces for outdoor play. This includes two playgrounds, a large field, a woodland area and vegetable garden. There are currently ten teachers including the headteacher and two additional teachers who provide SEN support, covid catch up programmes and PPA cover. There is also the equivalent of a full time TA for each classroom so staff ratios are high.

Current pupil numbers are as follows:

Class R (EYFS): 25  
Class 1: 25 (two moved out of area)  
Class 2: 28  
Class 3: 28  
Class 4: 28  
Class 5: 26  
Class 6: 30  
Overall number on roll: 19

Due to regular appeals, it is very difficult to plan the budget accurately as we have to rely on predicting pupil numbers based on possible appeals. This can make the three year forecast process more difficult and does not allow for accurate long term financial planning. Knowing that we can base the budget on an admission number of 30, and we are confident that we could fill 30 places should these be available, would allow for more accurate forecasting and long term financial security.



Thank you for considering this request.

## **Officer Comments**

The following information is provided based on the current pupil projections (Autumn 2022) and the latest net capacity assessment, dated 5<sup>th</sup> January 2023. The net capacity assessment was updated following the school providing information on changes to accommodation being carried out.

### Pupil Projections – Need

- The school is located in the Ramsbottom primary planning area. There is projected to be a shortfall of places in the area and a projected need for additional places in future years.
- For 2024/25 there are projected to be sufficient places to meet demand, however there is projected to be a sustained shortfall of places from 2025/26 onwards (up to a maximum of 13 places)
- The projections indicate that these increased numbers are maintained for the remainder of the 5 year pupil projections. These figures do not include the proposed 5 additional pupils per year at Edenfield.

### School Capacity to Accommodate a PAN of 30

- The school's indicated admission number (IAN), determined from the Net Cap Assessment is 25 and the IAN at Maximum Capacity is 29.
- The increase in PAN from 25 to 30 would place Edenfield over their IAN from Maximum range (29) raising concerns about sufficiency of accommodation that should be considered as part of the decision making process It should be confirmed to the school that, at this time, LCC would not be able to support any capital requirements, in relation to this proposed PAN increase.

### School Planning Team Recommendation

The current pupil projections identify the need for additional places in this planning area, therefore, should the school consider the existing accommodation sufficient, the SPT would not object to this proposal.

## **Recommendation**

It is recommended that the PAN is increased to 30.







**Report to the Cabinet**

Meeting to be held on Thursday, 2 February 2023

**Report of the Director of Education, Culture and Skills**

**Part I**

Electoral Division affected:  
(All Divisions);

**Corporate Priorities:**  
Delivering better services;

**Determination of Home to School Transport Policy -  
Academic Year 2024/2025**

(Appendix 'A' refers)

Contact for further information:

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Officer, [debbie.ormerod@lancashire.gov.uk](mailto:debbie.ormerod@lancashire.gov.uk)

**Brief Summary**

Lancashire County Council reviews the Home to School Transport policy on an annual basis. There are no changes to the determined policy for the academic year 2024/2025.

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

**Recommendation**

Cabinet is asked to approve the Home to School Transport Policy for the academic year 2024/2025 as set out at Appendix 'A'.

**Detail**

In accordance with the Education School Information Regulations 2008 (Regulation 8.), the county council has a duty to publish all relevant information that may inform parental decision making when applying for a secondary school, no later than six weeks before the closing date for secondary school applications which is 31 October each year.

Additionally, the county council is required to publish general arrangements and policies in respect of home to school travel for children of compulsory school age. The county council informs parents of entitlement to receive transport assistance by publishing a Home to School Transport Policy on the Lancashire County Council website and it is reviewed annually.

### **Statutory Entitlement**

The Department for Education issued statutory guidance in July 2014 that reaffirmed that Local Authorities had a duty to provide free transport for all pupils of compulsory school age (5-16) if their nearest suitable school is:

- beyond 2 miles (if below the age of 8); or
- beyond 3 miles (if aged between 8 and 16)

Pupils attending secondary schools whose parents are on the qualifying benefits for free school meals, or in receipt of the maximum amount of Working Tax Credit, also receive assistance with travel costs if they attend one of their three nearest schools, provided the distance to school is between 2 and 6 miles. For low income families there is also denominational transport assistance if a pupil is attending a particular school on the grounds of faith and the school is between 2 and 15 miles from home.

### **County Council's Home to School Transport Policy.**

There have been no changes to the Home to School Transport Policy that impact on the entitlement of pupils to receive transport assistance.

The Policy closely reflects the statutory guidance provided by the DfE and is equitably applied when assessing all pupils transferring from primary to secondary school.

The only changes that have been made to the 2023/2024 Home to School Transport Policy are as follows:

- Dates have been amended.
- The inclusion of details relating to the Travel Assistance Grant to replicate the offer in the SEN Transport Policy.
- The removal of the section on discretionary denominational assistance, as this is no longer available, having been phased out over 5 years.
- The Student Support Appeals Committee has been renamed to the Independent Transport Appeals Panel.

### **Information about the availability of transport assistance**

The admission information which is available for all parents from each September (online and paper where requested) provides a summary transport policy. Parents are advised to check the policy carefully if getting their child from home to school and back is a consideration. Parents are directed to a full copy of the Home to School Transport Policy on the Lancashire County Council website, and are encouraged to seek advice from the area education office if they have any queries. The county

council also has officers in attendance at most secondary school open evenings, to give advice on transport eligibility and admission queries.

### **Consultations**

It has not been necessary to consult on the Home to School Transport Policy 2024/2025 as there have been no changes.

### **Implications:**

This item has the following implications, as indicated:

### **Risk management**

There are no suggested changes to parental entitlement to receive transport assistance.

### **List of Background Papers**

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A





# Home to School Transport Policy – 2024/2025 - Mainstream

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# Home-to-School Transport Policy

## 1 What do the council have to provide by law?

### 1a Education Acts

Under section 508 (B) of the Education Act 1996, we must provide free transport to and from school for your child if they are aged 5 to 16 and they live outside the legal walking distance between your home and the nearest qualifying school. We must provide additional assistance for families who have a low income.

The Department for Education published statutory guidance for local Authorities in July 2014; Home to school travel and transport guidance.

### 1b Walking distances

By law, we must provide free transport to and from school if your child is:

- under eight years old and has to walk more than 2 miles (3.218688 kilometres) to the nearest qualifying school or
- aged eight or over and has to walk more than 3 miles (4.828032 kilometres) to the nearest qualifying school

We measure the distances using the shortest suitable walking route.

### 1c Families who have a low income

Families qualify for low income, free transport if you are in receipt of one of the qualifying benefits for free school meals or the maximum amount of Working Tax Credit.

If you have a low income and your child is in Year 7 to 11 in secondary school, we may be able to provide free transport if they go to one of their three nearest schools. For your child to receive free transport, the school must be between 2 and 6 miles away from your home.

Additionally, if you have a low income we will provide free transport for your child if they go to their nearest school of faith and they were admitted on faith grounds and the school is between 2 and 15 miles from your home.

If you have a low income and your child is at primary school, we must provide free transport to and from school if they have to walk more than 2 miles (3.218688 kilometres) to their nearest school.



**1d Parental preference**

You have the right to say which school you would prefer your child to go to (under section 86 of the School Standards and Framework Act 1998), but this **does not** automatically mean that your child has a right to free transport to the school. You are responsible for making sure your child gets to school.

**1e Special Educational Needs (SEN)**

The Council has a separate SEN Transport policy for children that have an Education, Health and Care Plan (EHCP) or have a full Statement of SEN which is due to be converted to an EHCP. The Council must provide transport for your child if they, attend their nearest qualifying school, live under the statutory walking distance, but because of a special need or disability it would be unreasonable to expect them to walk to school.

**1f Suitable Schools**

When assessing eligibility under this policy , the County Council considers whether the nearest qualifying school has places available and provides education appropriate to the age, ability and aptitudes of your child and any Special Educational Needs your child may have. For children looked after, the nearest suitable school would be that identified by the social worker.

**1g How do we re-assess your claim?**

If your circumstances change, for example there is a change of address, we will re-assess your claim under the policy that is applicable at the time of your application being submitted with your change of circumstances.

**2 What extra help can we provide?**

**2a** Section 1 explains what help we have to provide by law. The Education Act 1996 also allows us to provide extra help with travel costs in certain circumstances. These are discretionary elements of the Home to School Transport Policy and can be subject to change in the future.

**2b Help with travel costs if your child goes to a school which is not their nearest school**

If your child goes to a school which is not their nearest school, we will still provide free transport if they meet the distance criteria and:



- your child moves home while they are in Year 6, 10 or 11, and they previously attended their nearest school and the pupil is from a low income family or
- there are, in the opinion of County Council officers, exceptional circumstances

**2c Help with travel costs if your child lives less than the legal walking distance away from their nearest qualifying school**

If your child lives within the legal walking distance, we will still provide free transport if:

- the walking route in the opinion of the local authority is not suitable (see Appendix A) ; or
- your child has special educational needs or a medical condition which means it is unreasonable to expect them to walk to school

**2d 1.1. Travel assistance grant**

Where it is agreed that a child is entitled to home to school transport, parents/carers who are able to transport their children to school may request a Transport Assistance Grant from the Integrated Transport Service. In this situation the parent/care would arrange transport for the child to travel to and from school, rather than the council. The grant will be entirely at the discretion of the council and only provided where it supports the efficient use of resources. It is unlikely to be available where existing suitable transport is in operation locally. The Travel Assistant Grant is designed to help parents/carers make any arrangements needed and can be used in any way to facilitate their child's access to education. It is paid over eleven months directly into the bank account of parents/carers. The grant is based upon the one-way distance to school on the shortest appropriate route and will be determined by the Integrated Transport Service. The only exception to this is for a journey over twenty-five miles. The Travel Assistant Grants are grouped into bands according to the distance between the child's home and their school, these are as shown below:

Band 1 – Up to 5 miles

Band 2 – Over 5 miles up to 10 miles

Band 3 – Over 10 up to 15 miles

Band 4 – Over 15 up to 20

Band 5 – Over 20 up to 25

Band 6 – Over 25 miles - £0.45 per mile (or current Lancashire County Council Business Mileage allowance) to and from the school and based on a standard return trip.

The bands cover the basic cost of transporting a child to and from school. Parking, subsistence, and other costs are not provided.

Where a grant is offered partway through the school year, or where



attendance at school is on a part-time timetable, the total payment provided will be on a pro rata basis. The terms and conditions of the grant will be fully detailed in the Transport Assistance Grant agreement letter.

If a parent/carer wishes to stop receiving a grant, a reapplication for transport is required due to this change in circumstances, which can take up to six weeks to be approved and implemented, and it is the parental responsibility to continue to provide transport and ensure their child or young person attends school during this time.

No reduction in the grant for infrequent non-attendance will be made. For regular and frequent non-attendance, the council reserves the right to make a pro-rata reduction to the grant and review the provision of a grant.

You can view current [travel assistance grant values](#) on our website.

### **3 How do I apply for help with transport to and from school?**

#### **Application form**

When your child starts at secondary school their entitlement to receive transport assistance will automatically be assessed. If your child is eligible to receive help an application form will be issued to your home address in June.

#### **3a Renewing travel passes**

Once your child has been awarded travelling expenses this will be automatically renewed each year if you are still entitled. The Council will advise you if you are no longer eligible.

If you have been issued with a Gold pass, the bus pass will remain in use until the expiry date on the front of the pass. **It will not be renewed on an annual basis.** If your child loses or damages their travel pass, refer to section 7e.

Some children are subject to an annual re-assessment of their entitlement to receive assistance. This assessment is normally carried out during the summer term.

#### **3b Timescales to apply for a travel pass**

It normally takes us up to 10 working days from the date we receive your application to issue your child's pass. This is subject to us having been provided with the full information to assess your claim (it may take longer in busy periods, such as August and September). We recommend that you apply for your child's travel pass in plenty of time before the start of the school year. If you don't, you may have to pay your child's travel fares and we may not be able to refund this money. We will only refund any travel fares you have to pay while you are waiting for your child's travel pass if we have caused the delay.



### 3c What happens if I move house?

If you move house, you need to notify the County Council as there will be a need to re-assess your application. If you were previously entitled and still remain entitled, the Council may need to amend your travel-pass.

## 4 How will you assess my claim?

### 4a The area your child lives in

To be eligible for free transport to and from school under this policy, your child must live in the Lancashire County Council administrative area.

### 4b Legal walking distances

If your child goes to the nearest qualifying school, we will provide free transport if they are:

- under eight years old and the shortest suitable walking route is more than 2 miles (3.218688 kilometres) from the nearest school or
- aged eight or over and the shortest suitable walking route is more than 3 miles (4.828032 km) from the nearest school

### 4c Assessing your child's eligibility to receive transport assistance is a two part process.

Firstly, your child's nearest school for transport assessment purposes is determined.

The nearest qualifying school for your child will **usually** be the one:

- which is the closest to your home ( measured by the shortest walking or road route, as accepted by the Council to 4 decimal places ). For those children living close to the Lancashire boundary the nearest school may be situated in another local authority area
- where there is a place available or where a place could have been offered at the allocation stage of school admissions had it been requested.

There is no sibling link for transport entitlement. Transport entitlement is considered on an individual basis for each child as the nature of applications and allocations will change each year. In Year applications are also assessed on an individual basis.



#### **4d Measuring the shortest route to the determined nearest school**

Once the Council has established the nearest school, we will measure the distance to that school using the shortest suitable walking route measured to 4 decimal places .

For the 2024/25 round, it is possible that the Local Authority may be using a new measuring system. Should this be in place, the Ordnance Survey Address Point of your home address will be used.

For the existing measuring system, this may include measuring along roads, footpaths and bridleways.

We will measure from the nearest boundary entrance of your home (for example, your gate) to the nearest entrance to the school which your child can walk to. We will not include your drive or the drive at the school (if this applies) in this measurement. In most cases, we will take the measurement using computerised map measurements. If these measurements are close to the mileage limits, we will measure them on foot using a trundle wheel.

#### **4e Working out whether a place is available**

When we are working out whether places are available at a school nearer to your home, this will be what was or is available during the normal admissions round when places are being allocated.

Additionally, If you move into a new area or your child changes schools, we will work out if places were available at the time of your change in circumstances.

#### **4f Late applications**

If you are offered one of your expressed preference schools and this is over the legal walking distance from home, then free transport will not be offered if there was a place available at a nearer qualifying school at the time of school place allocation.

#### **4g Schools that are not in Lancashire**

If your child gets a place at a school which is located within another local authority, we will only provide free transport if it is determined that this is the nearest qualifying school at which a place is available.

#### **4h If we do not meet your preferences and you made an on time secondary school application**

If we offer your child a place at a secondary school which is not one of the three schools you listed as your preferences on your application for a school place, we will provide free transport as long as:



- you meet the conditions relating to distance; and
- there is no place available at an alternative school nearer to your home address (including those in neighbouring districts of Lancashire and in other local authority areas).

**4i If your child is nearly eight years old**

If we provide free transport for your child and you live between 2 and 3 miles from their primary school, we will continue to provide this help until the end of the academic year in which your child turns eight years old.

**4j Compulsory school age**

By law, only children aged 5 to 16 are entitled to free transport to and from school. However, if your child is under five years old and at primary school, as part of our discretionary transport arrangements, we will provide free transport as long as they meet all the relevant conditions.

**Pre-school**

We will not provide free transport if your child is at nursery school or in a pre-school class (even if there are agreed deferred entry arrangements in place).

**4k Independent (private) schools**

We do not provide free transport if your child goes to an independent school.

**4l Unsuitable routes**

If we think that the shortest walking route to a school is not suitable for children when walking with an adult, we will look to find a suitable alternative which is less than the legal walking distance to school.

As explained in paragraphs 4c-4e we use the shortest route to decide the nearest school. If we can't find a suitable walking route, we will provide free transport to the nearest school. The council will not consider the suitability of a walking route to a school unless the child goes to their nearest school. In Appendix A we have explained our guidelines for assessing the suitability of walking routes.

**4m Definition of 'home'**

If your child lives in two different homes, (there is a shared parenting arrangement in place between mother and father or other approved carers), we will only provide transport from one of the addresses.



To work out whether your child is entitled to transport to and from school, we will use the address which we consider is your child's main home.

To decide which of the homes is your child's main home, we will consider:

- the address which you specifically chose to use when applying for a school place
- the address at which your child spends most school days and
- the address you give your child's doctor, dentist etc

If your child spends an equal amount of the school week at each address, we will usually consider the main address to be the one which you declared on your admission application. This is normally where your child wakes up on the most school days during the school term (Monday to Friday).

You should be aware that entitlement to assistance with home to school transport is assessed separately after the admission process (after school places have been offered).

You cannot use an address to apply for a school place and another to have transport entitlement assessed.

For a new address to be accepted, there must be very exceptional reasons for the change, for example the sale of a property, house fire at one address, bereavement or relocation of the parents/carers to a single property. Parents must provide the necessary evidence for the Council to consider. A change in a child's living arrangements, for example spending more time at the new address, will not generally be considered to equate to exceptional circumstances.

#### **4n Providing free transport to medical or other professional appointments or extra-curricular activities**

If your child is entitled to free transport from home to school, their travel pass will not cover any extra journeys during the school day. For example they will not be able to use their travel pass to get to medical or other professional appointments and we will not refund the cost of fares if your child takes part in extra-curricular activities.

#### **4o If your child moves home while they are in Year 6, 10 or 11**

If you move home and your new address is over the statutory walking distance, we will normally provide transport if your child is in their last year at primary school (Year 6) or if they are at secondary school and





they have started their GCSE courses (normally Years 10 and 11). We will consider several things when we make our decision, such as:

- the cost of the transport
- how easy it is to move your child to another school
- the distance involved
- whether your child was at the nearest suitable school to your previous address and
- whether you chose to move or whether you have been forced to move

We will also need proof (such as a solicitor's letter or a rental agreement) confirming the date you moved.

This discretion will only apply to pupils from low income families.

#### **4p Help for younger brothers and sisters**

If we provide free transport for your child **on low income grounds** and you move home while they are in Year 6, we will also provide free transport for any of their younger brothers or sisters to go to the same school until the end of that academic year. We will only continue to provide this help after your older child leaves the school if the school your younger children are at is the nearest school with places available and they meet the distance criteria.

#### **4q Other reasons why your child may not be entitled to help with travel costs to and from school**

We will not consider the following when we decide if your child is entitled to free transport to and from school.

##### **4q1 Brothers and sisters**

When you are applying for a school place, you have the right to say if you would prefer your child to go to a particular school. If your child has an older brother or sister at the school which you prefer, this will often be considered in the allocation of places. We will **not** take this into account when we assess whether your child is entitled to free transport

##### **4q2 Family links with a school**

When we decide if your child is entitled to free transport, we will **not** take into account whether your child currently has family members at a school, or whether members of their family have gone to that school in the past.



#### **4q3 Financial circumstances**

When we decide if your child is entitled to free transport, we will only consider your financial situation if you are on the qualifying benefits for free school meals or the maximum amount of Working Tax Credit.

#### **4q4 Single-sex or mixed schools**

We will not agree to provide free transport just because you would prefer your child to go to a single-sex school or a mixed school.

#### **4q5 Selection tests**

Just because your child passes an entrance exam for a school does not mean that we will provide free transport. This applies to Lancashire's four selective grammar schools/academies.

## **5 Faith Schools**

The County Council **will no longer** provide any discretionary denominational transport assistance for all pupils commencing at primary or secondary school.

The removal of this assistance was phased-in so that children who started school under one set of transport arrangements continued to benefit until they concluded their education at that school, choose to move school or changed address.

However, if the faith school is the nearest school and the family meet the distance criterion, free transport will be received.

## **6 What if I have a low income?**

If your child is entitled to free school meals or you receive the maximum amount of Working Tax Credit, you are defined as being on a low income. We have to provide extra help on top of that set out in sections 4 to low income families.

### **6a Secondary Schools**

If your child is at secondary school, we will provide free transport to one of the three nearest schools as long as the school is between 2 and 6 miles from your home.

### **6b Faith Secondary Schools**



If you have expressed a wish based on your religion or belief for your child to attend your nearest qualifying school, we will provide free transport to the nearest faith high school if it is between 2 and 15 miles from your home.

**6c Applying for a school place outside normal times**

If you apply for a school place for your child outside the normal time for applying for places, the three nearest schools will be those with places available at the time of your change in circumstances.

**6d Applying for a school place within normal times**

If you apply for a school place within the normal time for applying for places, the three nearest schools will be those that can offer your child a place prior to places being allocated.

**6e If you have a low income and your child is nearly eight years old**

If you have a low income and your child is at primary school and they reach eight years old, we will continue to provide free transport if you live two miles or more and go to the nearest suitable school. This assistance will remain if you continue to receive the qualifying benefits.

## **7 How do we provide free transport?**

Transport under this policy can be provided in a variety of ways which we deem suitable. These include :

**7a Travel passes**

If your child is entitled to free transport to and from school, we will normally give them a travel pass for a bus service, a contracted vehicle (such as a coach or minibus) or a railway service. Passes are not issued on taxi services as approved lists of pupils are provided to the operator.

**7b Travel times**

When we are arranging transport, we will try to make sure that your child does not have to travel for more than:

- 45 minutes if they are at primary school or
- 75 minutes if they are at secondary school



These are one-way journey times and do not apply if your child does not attend their nearest school.

### **7c Pick-up points**

We will arrange transport from a point that is reasonably near to your home and your child's school.

Parents are encouraged to check the bus stop or pick up point that their child is allocated to ensure that their child knows how to use transport to and from school safely.

### **7d Behaviour**

We have the right to take away your child's travel pass if they seriously or persistently misbehave on the way to and from school.

### **7e Replacement passes**

If your child loses or damages their travel pass, you will have to pay £20 for a replacement pass.

If you are in receipt of one of the qualifying benefits to receive Free School Meals, the cost of a replacement pass is £15.

If you wish to amend your child's travel pass to an alternative service, there may be a replacement charge.

### **7f Paying for replacement passes**

You will have to pay your child's travel fares while you are waiting for their replacement pass. We will not refund this money unless your child is eligible for free school meals or you receive the maximum amount of Working Tax Credit.

### **7g Bus Pass Amendments**

In those circumstances where you require your child's bus pass to be amended, for example where you move house, you must request this from the Council. At this point, eligibility to receive transport assistance will be re-assessed and an amended pass will be issued if your child is still entitled.

### **7h What if your child forgets their travel pass?**

If your child forgets their travel pass they will have to pay their bus fare. We will not refund this money.

### **7i Bicycles**



If your child is entitled to free transport but wants to use a bicycle to travel the whole or part of the way to school, the council may pay you an allowance to help with these costs.

#### **7j Motorbike or car allowances**

If there isn't any suitable public transport or private transport available and you have to drive your child to school, the council may refund you your travel costs for the whole or part of the journey if your child is entitled to free transport.

Please be aware of how this may affect your driving insurance.

#### **7k If your child is not entitled but wishes to use LCC School Bus Services**

The Council provides school bus services to transport children that have an entitlement to transport assistance. However, if there is a suitable bus service to your child's school, and if there is a seat available, your child may be able to travel by buying a season ticket or by paying a bus fare.

It is important to note that we cannot guarantee that a suitable school bus service will always be in operation. Additionally, we cannot guarantee that a school bus service will be available if your child is not eligible for free travel.

### **8 What happens if you allow my child to travel for free by mistake?**

If your child is going to school and we find that we are allowing them to travel for free by mistake, we will let you know that we have made a mistake and we will advise when we will stop providing free transport. Your child will be permitted to travel free of charge for the rest of the term.

### **9 Can I appeal against your decision?**

If the Council refuses your application for free transport, it is because you are not eligible under this policy or in law.

If you feel that the Council has applied the law incorrectly or if you consider that you have exceptional circumstances which you have not previously advised us of, you may submit an appeal.

Your appeal must specify precisely the nature of the error and all exceptional circumstances must be corroborated by appropriate documentation or



evidence. If you fail to provide evidence, your appeal cannot be considered. Your eligibility will initially be reconsidered by an officer of the Council, who was not involved in the original decision not to award transport for your child. The officer will review the original decision and any personal and/or family circumstances you believe should be considered.

If transport is not awarded your appeal and evidence will then be considered by the Independent Transport Appeals Panel whose decision is final. A further appeal will not be considered unless there have been some significant/exceptional changes in your circumstances since the last appeal was heard. You can get appeal forms from your local area education office or they are downloadable from the County Council's website. If the Independent Transport Appeals Panel decides that your child is entitled to help with travel costs, we will refund their travel costs from the date we receive your appeal form with the full evidence to support your appeal.



## Annex A

### Home to School Transport Policy

#### UNSUITABLE ROUTES POLICY

In cases where the shortest walking route between home and school is within the statutory mileage distance and a parent believes that the walking route to the school could be considered as unsuitable, the County Council will, upon a request from the parent, undertake an assessment of the whole route, or those parts of the route which the parent deems to be unsuitable.

Routes will not be considered for their suitability if they do not meet the criteria listed below. When considering walking routes, the County Council will take into account footways, verges, walkable roadside strips, footpaths and bridleways. However, the absence of these does not always constitute the route as being unsuitable (See section 5).

The statutory mileage criteria are:

- 2 miles or over for pupils under eight years of age
- 2 miles or over for pupils over eight years of age if entitled to free school meals or parents receiving maximum amount of Working Tax Credit
- 3 miles or over for pupils over eight years of age

The County Council's assessment of the route will consider the following factors:

#### 1 Alternative Routes

If the shortest walking route is felt to be unsuitable, however an alternative walking route or routes are available which may be classed as 'suitable' and which fall within the distance criteria, then assistance with travel costs will not be granted.

#### 2 Accompanied by a suitable adult

Parents have the primary responsibility for ensuring their child's safe arrival at school. In all cases when assessing the suitability of routes the County Council will assume that the child is accompanied, where necessary, by a parent or other responsible person and is suitably clad.

Therefore the existence of the following factors will not usually make a route unsuitable, although they would be taken into account:

lonely routes  
moral dangers  
canals, rivers, ditches, dykes, lakes and ponds  
railway crossings  
routes without street lighting



The responsibility for the child to be accompanied as necessary rests with the parent.

### **3 Availability of a footway, verge, walkable roadside strip, footpath or bridleway**

If these are available, then these parts of the route will not be considered to be unsuitable subject to Clause 4 below.

If the width of the roadside footway/verge/roadside strip falls to less than 1m in width and an alternative footway is not available, then traffic counts will be necessary at the points where this happens, in accordance with the width of the road, as shown in the table in Clause 5 below.

Where it is necessary to make road crossings to access an alternative footpath or a footway in excess of 1m width, the volume of traffic on the road at those points will be considered taking into account the 'crossing parameters' outlined in Clause 4 below.

### **4 Suitable Crossing Points**

When undertaking the measuring of walking distances to school the County Council will take into account suitable road crossing points when assessing the suitability of the route.

Where road crossings are necessary, it will be assumed that if the half hour two way traffic flow (one way on dual carriageways) is below 240 vehicles, the road should be reasonably able to be crossed.

Conversely, where the half hour two way traffic flow (one way on dual carriageways) is in excess of 700 the road is assessed as being unsuitable to cross, unless there are 'traffic interrupters' (eg traffic lights) which provide suitable crossing gaps at reasonable intervals.

The assessments will not apply if pedestrian crossing facilities are provided.

In cases where central pedestrian islands are provided in the centre of the road to assist pedestrian crossing movements and there are no other pedestrian facilities available (ie pelican/zebra crossing), traffic flows will only be taken in one direction.

For roads where the half hourly traffic flow is between 240 and 700 vehicles, the ability of being able to cross the road comfortably four or more times in each five minute period would normally indicate a road which is reasonably able to be crossed by an accompanied child. In cases where central pedestrian islands are available, the number of crossings will be taken from the island to the footway and vice versa.





The County Council will undertake a half hourly traffic count for both the morning and afternoon during school terms to coincide with the times the route would be walked.

When determining the number of vehicles in any time period, the following 'passenger car equivalent values' (PCU's) will be used as multiplication factors:

3 pedal cycles	1PCU
2 motor cycles	1PCU
1 car	1PCU
1 LGV (under 3.5tonnes)	1PCU
1 Bus/Coach	2PCU
1 HGV	2PCU

## 5 Roads without Footways

On roads less than 6.5m in width, where there is no public footpath or walkable verge or refuge points and where the traffic exceeds the maximum vehicle numbers per hour relevant to the width of road shown in the table below, these would be deemed unsuitable routes.

In addition, if the proportion of Heavy Goods Vehicles (HGV's) using the route is more than 10% of the highest total traffic volume figure, relative to the road width shown in the table below, the route would be deemed unsuitable.

In undertaking the assessment, however, if there are verges which may be 'stepped onto' to avoid vehicles, where there is insufficient road width for the vehicle/s to pass, then these parts of the route are not deemed to be unsuitable, unless the number of vehicles exceeds that which corresponds to the appropriate road width shown in the table below.

A step off or verge is a minimum area that a pedestrian could use as a refuge which is defined as 1.5m in length and 0.5m in depth and relatively level.

Where no 'step-off' exists for any part of the route the number of vehicles using the route will be counted at this point in accordance with the road widths shown in the table below.

Acceptable maximum length of Single sections of road without Verges or refuge before Broken by a verge or refuge width	Acceptable number of vehicles per half hour by road width				
	>3.5m road width	3.5>4.5m road width	4.5>5.5m road width	5.5>6.5m road width	
10m	201-240	301-360	401-480	501-600	
15m	161-200	241-300	321-400	401-500	
25m	121-160	181-240	241-320	301-400	
35m	81-120	121-180	161-240	201-300	
55m	61-80	91-120	121-160	151-200	
75m	41-60	61-90	81-120	101-150	
120m	31-40	46-60	61-80	76-100	
160m	21-30	31-45	41-60	51-75	
240m		11-20	16-30	21-40	26-50
300m		6-10	9-15	11-20	13-25
500m		1-5	1-8	1-10	1-12



In order to make the assessment, the above table will only compare the number of vehicles at those places on the route where the lack of 'step-off' exists.

Example: 4.5>5.5m road width

There are 3 parts of the route where no verge exists.

Part 1 the gap is 15m there were 200 vehicles counted - Route suitable

Part 2 the gap is 120m there were 27 vehicles counted - Route suitable

Part 3 the gap is 300m there were 21 vehicles - Route unsuitable

Where HGV vehicles (this includes farm vehicles on rural roads) in the hourly two way traffic count on the un-verged portions of the route are more than 10 in number or where this constitutes more than 10% of the total traffic volume, then the route would be classed as unsuitable, irrespective of whether the traffic volume was reached.

## **6 Pupils not attending their nearest schools**

In cases where a pupil chooses not to attend their nearest school, travelling expenses to a more distant school on the grounds that the route to that school is deemed to be unsuitable cannot be considered. .

## **7 Accident Statistics**

If a particular route meets the above criteria as a 'suitable route', the County Council will also take into consideration any significant accident data on the route.

## **8 Re-imbursements and Unsuitable Routes**

Where the Council determines that a route is unsuitable, any claims for retrospective re-imbursement of travelling expenses will only be backdated to the date the Council determined the route as unsuitable.



## **Annex B**

### **HOME TO SCHOOL TRANSPORT POLICY**

#### **SPECIAL PUPIL CASES**

The County Council will consider all circumstances which are relevant for the purpose of facilitating the attendance of a child at school and assistance with transport/travel costs may be given at the discretion of the Director for Children's Service in exceptional cases.

Additional assistance may be granted in the following circumstance:

#### **1 Medical Needs of the Pupil**

##### **1.1 Long Term Cases**

Where pupils live within the statutory walking distance between home and their nearest suitable school and where it is apparent that a pupil is physically unable to walk to school, transport provision may be initially considered. Substantial medical evidence will need to be provided. Provision of transport will not usually be offered where a pupil does not attend their nearest school, unless the medical incapacity arises where the pupil is in Year 10 and Year 11 in secondary school or in Year 6 in primary school. The County Council will however consider cases in other year groups where there has been a significant change in circumstances relating to a child's medical condition.

Assistance will normally take the form of public transport provision unless the pupil is physically unable to access public transport.

The provision may also vary dependent on the time of the year.

If the County Council determine that discretionary transport support is no longer required, parents can submit an appeal to the Student Support Appeal Committee if they consider it should continue, subject to a further officer review.

##### **1.2 Short Term Cases (Up to 12 weeks)**

Short term taxi transport may be considered where a child has a short term medical incapacity. Medical evidence will be sought to confirm that the pupil will not be able to access public transport. In these cases, the provision will normally be made for a maximum of 12 weeks. In these circumstances, the Council will consider the provision of transport even if the pupil is not attending their nearest school.

If transport is likely to be required in excess of twelve weeks, the case will be reviewed by the County Transport Policy Officer. If it is decided not to extend



the transport support, the parents have the option of appeal to the Student Support Appeal Committee.

## **2 Looked After Children (LAC)**

Pupils who are 'Looked After' by the County Council, who are placed in short term foster care and who do not meet the statutory criteria for transport assistance, will not be considered for transport assistance under this policy.

A separate policy is administered by the Children's Integrated Services Group to provide short term transport for LAC pupils who are not statutorily entitled to travel assistance.

For eligibility for transport assistance for children looked after, the nearest suitable school would be that identified by the social worker.

## **3 Emergency Transport Arrangements for non LAC children**

In cases where children have been temporarily re-housed due to unforeseen emergency circumstances, transport assistance may be considered to a school other than the nearest provided the distance criteria is met. Assistance would be offered on this basis where it was considered that a pupil would be unable to attend school without support from the County Council. Assistance will initially be provided up to a maximum of twelve weeks. Confirmation of the family circumstances will need to be provided by the local council or other agencies.

Transport assistance will normally take the form of provision on public transport unless the journey times exceed the County guidelines.

If transport is required beyond twelve weeks, then a review of the case by the County Transport Policy Officer will be undertaken.

## **4 Managed Transfers and In Year Fair Access Protocol Pupils**

Pupils, who are admitted to schools under these arrangements, may receive assistance with public transport costs if the distance criterion is met irrespective of whether they are attending their nearest suitable school. Short term taxi transport pending receipt of a bus pass may also be provided to aid the smooth transition into the new school during the trial period.

Transport assistance will only be provided for pupils subject to a 'managed move' if the pupil meets the criteria as a low income family, as stated in Section 6 of this policy.

## **5 Children whose Parents due to their Medical Condition are unable to accompany their children to school**

In exceptional circumstances where it is not possible due to the medical condition of one or both of the parents or carer for them to accompany a child to school and it is not possible to make suitable arrangements for a family member or friend to



accompany a child to school, transport assistance will be considered. Assistance may be provided where it is felt by the County Council that some assistance should be given to ensure that the pupil travels to school safely and attends the school. Any such assistance is subject to satisfactory medical evidence being provided indicating the parental incapacity.

*This assistance will only be provided for pupils who meet the low income criteria, as outlined in Section 6 of this policy.*

This might include instances where the pupil resides within the statutory walking distance or the pupil does not attend their nearest school.

The County Council will not consider assistance where one parent is unable to accompany the child to school due to work commitments nor will it usually consider it necessary to provide assistance to secondary school aged pupils, as they will usually be deemed to be capable of walking to school unaccompanied.

In the above cases, transport will be provided for up to a maximum of 12 weeks. Any extension of transport will be subject to a central review process by the County Transport Policy Officer.

## **6 Pupils under the jurisdiction of the Traveller Education Service**

Where pupils under this category live within the statutory walking distance from their nearest suitable school, short term transport provision may be made to ease the integration into a new school. This provision will be provided for a maximum of four weeks.

## **7 Pupils with special educational needs**

A separate policy applies to pupils in this category.

In all other cases the County Council will consider requests from parents who feel that their child requires transport to their nearest school and they are not statutorily entitled to any assistance in cases of significant non-financial exceptional circumstances.

## Annex C

### Transport to School on the Grounds of Religion or Belief

Section 509AD of the Education Act 1996 places a duty on local authorities to have regard to a parent's religion or belief, while fulfilling their duties and exercising their powers relating to travel. 'Religion' in this respect means any religion and 'belief' means any religious or philosophical belief.

It is acknowledged that the definitions of 'religion' and 'belief' are ultimately determined by the courts and there is a substantial body of case law which exists with regard to these definitions.

The Department for Education (DfE) offer the following advice in their Home to School Transport Guidance 2007 regarding religion or belief.

- a) The definition of 'religion'; includes those religions widely recognised such as Christianity, Islam, Hinduism, Judaism, Buddhism, Sikhism, Rastafarianism, Baha'is; Zoroastrians and Jains.
- b) A religion must have a clear structure and belief system.
- c) Equally denominations or sects within a religion may be considered as religions in this context such as Catholicism or Protestantism within Christianity.
- d) 'Belief' may be understood as equating to 'conviction' and must be more than an opinion or idea. It must be genuinely held and parents/carers bear the burden of showing that it constitutes the reason for placing their child at a given school, or not placing them at a particular school.

The DfE consider that the following examples **do not** meet the requirements for the provision of transport on faith or philosophical grounds:

- the wish to have a child educated at a particular type of school (for example a grammar school)
- the wish for a child to be taught in a particular language
- a belief that a child should be privately educated
- objections to rules requiring that a school uniform must be worn
- the belief that a particular school will provide a better level of education



## **Annex D**

### **Home to School Transport Policy for pupils attending secondary Pupil Referral Units**

#### **INTRODUCTION**

The policy will be applied when considering how the secondary aged pupils, attending the 7 secondary Pupil Referral Units (PRUs) in Lancashire undertake the journey to school. It will only apply to those pupils attending places commissioned by the Local Authority, permanently excluded pupils and those approved by the Alternative Provision (AP) Officer who are new to area and referred by the Pupil Access Team.

The transport costs of pupils attending intervention places at the PRU will continue be paid for by the commissioning school. Pupils attending the PRUs for medical provision are not covered by the policy and current arrangements.

The policy recognises the statutory duty of the Local Authority to make full-time educational provision for permanently excluded pupils from Day 6 of the exclusion.

The policy will be reviewed annually.

#### **ELIGIBILITY**

Under section 508 (B) of the Education Act 1996, the Authority must provide transport assistance for pupils attending their nearest qualifying school where the distance between home and school is more than three miles. When assessing eligibility to receive transport assistance, the PRU will be the nearest qualifying school.

There is additional assistance available for pupils from low income families where the nearest qualifying school is over 2 miles from the pupil's home. This applies for pupils whose parents are on the qualifying benefits to receive free school meals or the maximum amount of Working Tax Credit.

#### **DETERMINING SUITABLE TRANSPORT**

Permanently Excluded Pupils:

At the PRU admission meeting, there will be a discussion with parents about how the pupil will undertake the journey to school. At this point, it is noted that the PRU may have limited background information in relation to the pupil and any risk factors associated with independent travel.

In deciding whether a taxi should be provided, consideration will be given to:

- Age and maturity of the child.
- Health and safety related issues, including risk to self or others.



- Accessibility of PRU on public transport.
- Length of journey.
- Vulnerability of pupil.
- Whether a child is physically able to walk the distance from home to school or from home to an agreed pick up point.
- Any special educational needs.

A taxi may initially be commissioned to ensure compliance with the statutory requirement that pupils are in Day 6 provision and to encourage regular attendance from the point of admission to the school.

Where a taxi has been provided and the pupil has been on roll for six weeks, a review will take place of whether the pupil would be able to undertake the journey to school with a travel pass. The assumption will be that a travel pass will be issued unless the pupil meets one of the criteria listed below.

Where it is deemed that a pupil can safely undertake the journey to school using public transport, a bus pass application will be completed with a passport size photograph and forwarded to the local Pupil Access Team to be processed.

If a taxi is still required a member of the PRU staff will complete an application form explaining why a bus pass is not suitable and provide additional supporting evidence, where appropriate.

Where a taxi is in place, transport arrangements will be reviewed on a termly basis by PRU staff to monitor costs, quality and safety.

Travel passes will not be suitable for:

- Pupils whose journey to school on public transport would take over an hour.
- Pupils who would have to undertake more than one change of bus to undertake the journey to school.
- Pupils on high support.
- Pupils at risk of flight or CSE.
- Pupils who are defined as having severe emotional, social or behavioural difficulties for the period of their attendance at the PRU.

### **Commissioned Alternative Provision (AP) Pupils:**

Prior to commissioning AP, a member of the Pupil Access Team will gather full background information, including the behavioural history, and any ongoing involvement of professionals.

As the vast majority of commissioned places are for pupils who will be attending Year 11 provision, a travel pass will normally be provided where the statutory distance requirements are met.

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*January 2023*





## Report to the Cabinet

Meeting to be held on Thursday, 2 February 2023

### Report of the Director of Strategy and Performance

#### Part I

Electoral Division affected:  
(All Divisions);

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

### Update on the School Place Planning Delivery Programme 2023-25

(Appendix 'A' refers)

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#### Brief Summary

This report provides an update on the School Place Planning Delivery Programme for 2023-25 and seeks approval of projects identified to address the projected shortfall of primary and secondary school places.

This is deemed to be a Key Decision and the requirements of Standing Order C20 have been complied with.

#### Recommendation

Cabinet is asked to:

- (i) Approve the proposal to temporarily expand Newton Bluecoat Church of England Primary School by 1 form of entry, by increasing the published admission number from 30 to 60 for 2023/24 only.
- (ii) Approve the capital allocation for the Newton Bluecoat Church of England Primary school project set out at Appendix 'A'.
- (iii) Approve statutory consultation on a proposed enlargement scheme in Brierfield primary planning area.

- (iv) Approve the proposal to permanently expand Lea Community Primary School by 1 form of entry, by increasing the published admission number from 30 to 60 with effect from 2023/24, gradually increasing the school's capacity from 210 to 420.
- (v) Approve the capital allocation for the Lea Community Primary School project set out at Appendix 'A'.
- (vi) Approve a statutory consultation on the proposal to permanently expand Cottam Primary School by 1 form of entry, by increasing the published admission number from 30 to 60 with effect from 2023/24, gradually increasing the school's capacity from 210 to 420 pupils.
- (vii) Approve the proposal to temporarily expand Garstang Academy by 1 form of entry, by increasing the published admission number from 174 to 204 for 2023/24 only.
- (viii) Approve the capital allocation set out at Appendix 'A' to permanently expand Lostock Hall Academy, enabling a 35 place increase to the published admission number, gradually increasing the academy's capacity from 600 to 775 from 2023/24.
- (ix) Approve the capital allocation set out at Appendix 'A' to permanently expand Academy@Worden, enabling a 62 place increase to the published admission number, gradually increasing the academy's capacity from 590 to 900 from 2023/24.
- (x) Approve the proposal to permanently increase the published admission number of Longridge High School by 15 places from 2023/24, and by a further 30 places from 2024/25, gradually increasing the school's capacity from 825 to 1,050.
- (xi) Approve the capital allocation for the Longridge High School project set out at Appendix 'A'.
- (xii) Approve the capital allocation set out at Appendix 'A' to permanently expand Bowland High, enabling a 30 place increase to the published admission number, gradually increasing the Academy's capacity from 550 to 700 from 2023/24.
- (xiii) Approve the capital allocation set out at Appendix 'A' to permanently expand Clitheroe Royal Grammar School, enabling a 30 place increase to the published admission number, gradually increasing the academy's capacity from 750 to 900 from 2023/24.
- (xiv) Note the ongoing consultations for a proposed new primary and secondary school in Preston.

## Detail

In October 2022, Cabinet approved the School Place Planning Programme 2023-25, which sets out a series of projects to provide additional primary and secondary school places where projected shortfalls have been identified. The programme proposed that the additional places should be provided through the expansion of existing schools and the establishment of new schools.

This report provides an update on the progress of the School Place Planning Programme 2023-25 and requests approval of enlargement proposals and of the related capital schemes.

Full details of the capital scheme projections are provided at Appendix 'A'. These are deemed to be Part II as they contain information relating to the financial or business affairs of any particular person (including the authority holding that information).

Provided below is an update for each of the areas identified within the School Place Planning Programme 2023-25.

### Primary Provision

#### **Kirkham (Fylde) planning area 1 year temporary 1 form entry expansion for 2023/24**

##### **Newton Bluecoat Church of England Primary School**

Newton Bluecoat Church of England Primary School have agreed a 1 year temporary expansion of 30 places. As this is a temporary expansion, statutory consultation is not required.

Cabinet is asked to:

- (i) Approve the proposal to temporarily expand Newton Bluecoat Church of England Primary School by 1 form of entry, by increasing the published admission number from 30 to 60 for 2023/24 only.
- (ii) Approve the indicative capital allocation for the Newton Bluecoat Church of England Primary school set out at Appendix 'A'.

#### **Brierfield (Pendle) planning area Half form entry (15 place) permanent expansion from 2023/24**

There has been ongoing engagement with a Brierfield primary school, and an outline capital scheme is currently being considered. This proposal would be subject to statutory consultation.

Cabinet is asked to:

- (iii) Approve statutory consultation on a proposed enlargement scheme in Brierfield primary planning area.



## **Goosnargh & Grimsargh (Preston) and Longridge (Ribble Valley) planning areas**

### **Additional permanent 1 form entry from 2023/24 and further permanent 1 form entry from 2025/26 (New School)**

Regarding the additional 1 form of entry (30 places) from 2023/24, following engagement with all local schools in the area expressions of interest in expansion have been received and are under review.

## **Former Whittingham Hospital site, new primary school proposal**

Regarding the additional form of entry from 2025/26, Lancashire County Council is proposing the establishment of a new 1 form entry primary school at Whittingham Hospital. Site investigations are currently underway, with a public consultation planned for early 2023.

## **Preston North, Preston West and Preston Rural planning areas**

### **Additional permanent 1 form entry from 2023/24 and further permanent 1 form entry from 2025/26 (New School)**

## **Lea Community Primary School**

Lancashire County Council has proposed the permanent 1 form entry expansion at Lea Community Primary School from 2023/24, initially through temporary expansion for 2023/24 and becoming permanent from 2024/25.

An outline capital scheme to provide additional accommodation has been agreed with the school. It is intended that the additional 30 pupils for 2023/24 can be accommodated within existing school accommodation with additional provision on the existing school site required to address demand from 2024/25.

A public consultation was conducted between 14 November and 11 December 2022. Details of the public consultation are provided in the 'Consultations' section below. Having reviewed the findings of the public consultation, Cabinet is asked to:

- (iv) Approve the proposal to permanently expand Lea Community Primary School by 1 form of entry, by increasing the published admission number from 30 to 60 with effect from 2023/24, gradually increasing the school's capacity from 210 to 420.
- (v) Approve the indicative capital allocation for the Lea Community Primary School project set out at Appendix 'A'

## **Cottam Hall site, new primary school proposal**

Regarding the additional form of entry from 2025/26, Lancashire County Council is proposing the establishment of a new 1 form entry primary school at Cottam Hall, Preston. An informal public consultation commenced on 12 December 2022 and concluded on 22 January 2023. This will be reported at a later Cabinet meeting.

## **Amendment to School Place Planning Programme 2023-25 additional permanent 1 form of entry at Cottam Primary School from 2023/24**

Further to Cabinet's approval of the School Place Planning Programme 2023-25 in October 2022, a further update of the pupil projections identified that the proposed provision would not be sufficient to address the projected shortfall of places in the Preston North, West and Rural primary planning areas. The need for a further 1 additional form of entry was identified.

### **Cottam Primary School**

During the expansion expression of interest process, Cottam Primary School expressed an interest in a 1 form entry school expansion, to gradually increase the number of pupils from 210 to 420. Lancashire County Council is currently working with Cottam Primary School to identify accommodation requirements and agree an outline capital scheme.

As this would be a significant enlargement of the school a statutory consultation would be required.

Cabinet is asked to:

- (vi) Approve a statutory consultation on the proposal to permanently expand Cottam Primary School by 1 form of entry, by increasing the published admission number from 30 to 60 with effect from 2023/24, gradually increasing the school's capacity from 210 to 420.

### **Secondary Provision**

#### **Wyre planning area**

##### **1 year temporary 1 form entry expansion for 2023/24**

#### **Garstang Academy**

Garstang Academy have agreed a 1 year temporary expansion of 30 places. As this is a temporary expansion, statutory consultation is not required. The Academy has confirmed that the temporary expansion can be accommodated within existing accommodation, and therefore a capital scheme is not required for this project.

Cabinet is asked to:

- (vii) Approve the proposal to temporarily expand Garstang Academy by 1 form of entry, by increasing the published admission number from 174 to 204 for 2023/24 only

#### **Burnley planning area**

##### **Permanent 30 place increase to the published admission number from 2023/24**

#### **Shuttleworth College**

Following engagement with Burnley schools, Shuttleworth College has proposed an exceed to its admission number by 30 places from 200 to 230 for 2023/24. In addition, a 30 place increase to the published admission number in 2024/25 has also



been proposed. The additional pupils will be accommodated within existing school accommodation.

### **Burnley High School**

A 10 place exceed to the published admission number for 2023/24 has also been agreed with Burnley High School.

### **Chorley and South Ribble planning areas**

#### **Permanent 97 place increase to the published admission number from 2023/24**

Expressions of interest for permanent places were sought from all secondary schools in Chorley and South Ribble. Although no Chorley schools expressed an interest in expansion, some South Ribble schools expressed an interest.

### **Lostock Hall Academy**

Lostock Hall Academy has proposed a 35 place increase to the published admission number, gradually increasing the academy's capacity from 600 to 775. A capital scheme, to provide additional accommodation, has been agreed with the school. It is intended that the additional 35 pupils for 2023/24 can be accommodated within existing school accommodation, with additional provision on the existing school site required to address demand from 2024/25. A public consultation was conducted by the Academy between 14 December 2022 and 10 January 2023 and the academy have confirmed that there was support for the proposal. A summary of the public consultation responses is provided in the 'Consultations' section.

### **Academy@Worden**

Academy@Worden has proposed a 62 place increase to the published admission number, gradually increasing the academy's capacity from 590 to 900. A capital scheme, to provide additional accommodation, has been agreed with the school. It is intended that the additional 62 pupils for 2023/24 can be accommodated within existing school accommodation, with additional provision required to address demand from 2024/25. A public consultation was conducted by the Academy between 5 December 2022 and 8 January 2023, and the Academy have confirmed that there was support for the proposal. A summary of the public consultation responses is provided in the 'Consultations' section.

Although the provision of the additional places at Lostock Hall Academy and Academy@Worden have been identified as part of Lancashire County Council's School Place Planning Programme, the significant enlargement of an Academy requires the approval of the Department for Education Regional Director. To secure this approval, evidence of a public consultation and confirmation of a capital project are required. The financial implications are set out at Appendix 'A'. These are deemed to be Part II as they contain information relating to the financial or business affairs of any particular person (including the authority holding that information).

### **Parklands High School**

A 10 place increase to the published admission number from 220 to 230 for 2023/24 has also been agreed with Parklands High School.



### **Albany Academy**

A 15 place increase to the published admission number from 135 to 150 for 2023/24 has also been agreed with Albany Academy.

Cabinet is asked to:

(viii) Approve the capital allocation set out at Appendix 'A' to permanently expand Lostock Hall Academy, enabling a 35 place increase to the published admission number, gradually increasing the academy's capacity from 600 to 775 from 2023/24.

(ix) Approve the capital allocation set out at Appendix 'A' to permanently expand Academy@Worden, enabling a 62 place increase to the published admission number, gradually increasing the academy's capacity from 590 to 900 from 2023/24.

### **Preston planning area**

#### **Permanent 40 place increase to the published admission number from 2023/24 and further permanent 4 forms of entry from 2025/26(New School)**

Regarding the additional 40 places from 2023/24, Lancashire County Council is engaging with Preston schools to identify expansion opportunities.

#### **Former Tulketh High School site, new school proposal**

Regarding the additional 4 forms of entry from 2025/26, Lancashire County Council is proposing the establishment of a new secondary school at the former Tulketh High School, Preston. An informal public consultation commenced on 12 December 2022 and concluded on 22 January 2023. This will be reported at a later Cabinet meeting.

### **Ribble Valley West planning area**

#### **Permanent 38 place increase in the published admission number from 2023/24 and further permanent 30 place increase in the published admission number from 2024/25**

The expansion of the schools in the planning area are currently being considered by Lancashire County Council.

#### **St Cecilia's Roman Catholic High School**

An expansion proposal to increase the published admission number of St Cecilia's Roman Catholic High School by 23 places from 2023/24 is currently under review by the county council and Salford Diocese.

#### **Longridge High School**

An expression of interest in expansion has also been submitted by Longridge High School to permanently increase the published admission number by 15 places from 2023/24 and by a further 30 places from 2024/25. A capital scheme, to provide additional accommodation, has been agreed with the school. It is intended that the additional 15 pupils for 2023/24 can be accommodated within existing school accommodation, with additional provision on the existing school site required to address demand from 2024/25.



A public consultation was conducted between 14 November and 11 December 2022. Details of the public consultation are provided in the 'Consultations' section below.

Having reviewed the findings of the public consultation, Cabinet is asked to:

- (x) Approve the proposal to permanently increase the published admission number of Longridge High School by 15 places from 2023/24, and by a further 30 places from 2024/25, gradually increasing the school's capacity from 825 to 1,050.
- (xi) Approve the capital allocation for the Longridge High School project set out at Appendix 'A'.

### **Ribble Valley East planning area**

#### **Permanent 60 place increase to the published admission number from 2023/24**

Expressions of interest in expansion were sought from all secondary schools in Ribble Valley East, and expressions of interest were received from Bowland High and Clitheroe Royal Grammar School.

#### **Bowland High**

Bowland High has proposed a 30 place increase to the published admission number from 2023/24, gradually increasing the academy's capacity from 550 to 700. Lancashire County Council has agreed a capital scheme required to accommodate the additional pupils. A public consultation was conducted by the Academy between 5 December 2022 and 15<sup>th</sup> January 2023. A summary of the public consultation responses is provided in the 'Consultations' section.

#### **Clitheroe Royal Grammar School**

Clitheroe Royal Grammar has proposed a 30 place increase to the published admission number from 2023/24, gradually increasing the academy's capacity from 750 to 900. Lancashire County Council has agreed a capital scheme required to accommodate the additional pupils. It is intended that the additional 30 pupils for 2023/24 can be accommodated within existing school accommodation, with additional provision on the existing school site required to address demand from 2024/25. A public consultation was conducted by the Academy between 5 December 2022 and 15 January 2023, and the Academy have confirmed that there was support for the proposal. A summary of the public consultation responses is provided in the 'Consultations' section.

Although the provision of the additional places at Bowland High and Clitheroe Royal Grammar School have been identified as part of the county council's School Place Planning Programme, the significant enlargement of an Academy requires the approval of the Department for Education Regional Director. To secure this approval, evidence of a public consultation and confirmation of a capital project are required. The financial implications are set out at Appendix 'A'. These are deemed to be Part II as they contain information relating to the financial or business affairs of any particular person (including the authority holding that information).



Cabinet is asked to:

- (xii) Approve the capital project to permanently expand Bowland High, enabling a 30 place increase to the published admission number, gradually increasing the Academy's capacity from 550 to 700 from 2023/24.
- (xiii) Approve the capital project to permanently expand Clitheroe Royal Grammar School, enabling a 30 place increase to the published admission number, gradually increasing the academy's capacity from 750 to 900 from 2023/24.

## **Consultations – Lancashire County Council**

Department for Education Guidance ['Making significant changes \(Prescribed Alterations\) to maintained Schools – 2018'](#) prescribes that significant enlargements to a maintained school requires the publication of a statutory proposal and consultation with stakeholders.

The guidance advises:

The statutory process should be followed to enlarge premises as set out in the Prescribed Alterations Regulations if:

- the proposed enlargement is permanent (longer than three years) and would increase the capacity of the school by: more than 30 pupils; and
- 25% or 200 pupils (whichever is the lesser)

The county council's proposals to expand Lea Community Primary School and Longridge High School meet the criteria for the statutory process.

On 14 November 2022, the county council published a statutory notice in relation to the expansion proposals for Lea Community Primary School and Longridge High School. In accordance with the statutory process, the notice invited representations (objections or comments) within the statutory four-week notice period, i.e., from 14 November 2022 to 11 December 2022.

### **Lea Community Primary School**

In response to the published proposal, the county council received 16 responses, a summary of which is provided below. 11 respondents agreed with the expansion proposal and 5 disagreed.

- 11 respondents agreed that there are growing pupil number and 2 disagreed.
- 10 respondents agreed that the need for extra places is in Lea and 4 disagreed.
- 10 respondents agreed that Lea was well located and 0 disagreed.
- 10 respondents agreed that Lea Community Primary is an excellent/good school and 1 disagreed.

Several concerns were raised by respondents:

#### Need for Special Educational Needs Places (1 response)

Lea Community Primary School has engaged with the County Council's Special Educational Needs Team as part of the development of the expansion proposal.



#### Need for additional places in Cottam (2 responses)

The county council has identified a need for further additional places in the Preston North, West and Rural primary planning areas, and are working with Cottam Primary School, as detailed above.

#### Volume of Traffic (1 response)

Traffic management has been discussed with the school as part of the development of the proposal, although it must be recognised that this increase in pupil numbers is likely to lead to increased traffic.

#### Limited Parking (2 responses)

Parking arrangements will be reviewed as part of the implementation of the proposal. Parking and school access have been discussed with the school.

#### Concern catchment area will be expanded (1 response)

There are currently no plans to amend the admission catchment area for this school. Any amendment would be through engagement with the school and the county council.

Analysis of the consultation representations indicates positive support in favour of the proposal to expand Lea Community Primary, and that the school is well located to accommodate the increasing pupil demand. Furthermore, there are a limited number of respondents opposed to the proposal, with plans in place to mitigate the concerns raised.

### **Longridge High School**

In response to the published proposal, the county council received 8 responses, a summary of which is provided below.

- 6 respondents agreed with the expansion proposal and 2 disagreed.
- 6 respondents agreed that there is a need for additional secondary places and 1 respondent disagreed.
- 6 respondents agreed that the need for extra places is in Longridge and 1 respondent disagreed.
- 6 respondents agreed that Longridge High was well located and 0 disagreed.
- 6 respondents agreed that Longridge High is an excellent/good school and 0 disagreed.

Several concerns were raised by respondents:

#### Concerns expansion could affect educational standards (2 responses)

Longridge High currently has a 'Requires Improvement' Ofsted rating. Department for Education guidance for significantly enlarging a school advises that additional places should be provided at 'Outstanding' or 'Good' schools wherever possible, but where there is a case, additional places can be provided at a school that is not 'Outstanding' or 'Good'. In the Ribble Valley West planning area, there are only two schools and, to meet the projected demand, additional places are being sought at both schools. The Department for Education's regional pupil places planning advisor has been notified of the proposal.

Longridge High are confident that the school expansion can be delivered in conjunction with the implementation of their Improvement Plan, making specific reference to the opportunity provided by new teaching rooms and particularly the additional specialist teaching rooms.

#### Concern that school catchment area will be expanded (2 responses)

There are currently no plans to amend the admission catchment area for this school. Any amendment would be through engagement with the school and the county council.

#### Limited Parking (1 responses)

Parking arrangements will be reviewed as part of the implementation of the proposal. Parking and school access have been discussed with the school.

Analysis of the consultation representations indicates positive support in favour of the proposal to expand Longridge High, and that the school is well located to accommodate the increasing pupil demand. Furthermore, there are a limited number of respondents opposed to the proposal, with plans in place to mitigate the concerns raised.

### **Consultations – Academy Led Proposals**

The Department for Education guidance ['Making significant changes to an open academy – 2022'](#) advises that academy trusts are required to undertake a local consultation of a minimum of 4 weeks. The guidance advises that the following stakeholders must be consulted:

- parents of children who attend the school
- parents in the area
- primary, secondary, AP and special schools and sixth form and FE colleges in the area
- the Admissions Forum for the academy's area, where one exists (if admissions are to be affected)
- affected admission authorities, including those in neighbouring LA areas (if admissions are to be affected)
- where a school is designated as having a religious character, the trustees of the school and appropriate religious authority (in the case of church schools the diocese or relevant diocesan board)

Provided below are summaries of the public consultations undertaken by the Academy trusts of:

- Lostock Hall Academy
- Academy@Worden
- Clitheroe Royal Grammar School
- Bowland High School

## **Lostock Hall Academy**

The Lostock Hall Academy Trust undertook a 4 week public consultation between 14 December 2022 and 10 January 2023. 8 representations were received 5 of which supported the expansion proposal, and 3 disagreed with the proposal.

Having reviewed the consultation responses, the Academy trust has informed the county council that they have identified no significant opposition to the proposal and based on the support received, they intend to proceed with the significant enlargement, subject to the approval of the capital scheme.

## **Academy@Worden**

The Academy@Worden academy trust undertook a 5 week public consultation between 5 December 2022 and 8 January 2023. 11 representations were received, 4 of which supported the expansion proposal, and 7 disagreed with the proposal.

Having reviewed the consultation responses, the Academy trust has put in place measures to mitigate any issues raised and has taken the decision to progress with the proposal, based on the level of demand in the area and overall low number of consultation responses. The Academy trust has informed the county council that they have identified no significant opposition to the proposal, and that they intend to proceed with the significant enlargement, subject to the approval of the capital scheme.

## **Bowland High School**

The Achievement Through Collaboration Trust undertook a 6 week public consultation between 5 December 2022 and 15 January 2023. 8 representations were received, 3 of which supported the expansion proposal, and 5 disagreed with the proposal.

Having reviewed the consultation responses, the Academy trust has informed the county council that they have identified no significant opposition to the proposal and based on the support received, they intend to proceed with the significant enlargement, subject to the approval of the capital scheme.

## **Clitheroe Royal Grammar School**

The Clitheroe Royal Grammar School Trust undertook a 6 week public consultation between 5 December 2022 and 15 January 2023. 21 representations were received, 12 of which supported the expansion proposal, and 9 disagreed with the proposal.

Having reviewed the consultation responses, the Academy trust has informed the county council that they have identified no significant opposition to the proposal and based on the support received, they intend to proceed with the significant enlargement, subject to the approval of the capital scheme.

## **Implications:**

This item has the following implications, as indicated:



## **Risk management**

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

Providing additional places increases the overall capacity in the area and, if demand falls, there may be surplus places. However, the scale of projected new housing across the Preston primary planning areas strongly indicates that action is needed.

Providing any additional accommodation for an increased number of pupils will always need to be carefully managed, to improve traffic congestion and community facilities at the same time as delivering modern teaching and learning facilities.

With regards to the expansions at Lea Community Primary School and Longridge High School, Department for Education guidance specifies that a decision of the proposals must be made within 2 months of the end of the representation period, i.e., 10 February 2023.

## **Legal**

Statutory notices for the proposals were published in accordance with Department for Education guidance 'Making significant (prescribed alternations) to maintained schools – 2018'.

## **Financial**

### **Capital Funding**

Appendix 'A' provides details of the capital funding requirements and anticipated costs in relation to the capital schemes identified within the report, and funds have been set aside from the Basic Need allocation, based on current estimates. The schemes will be partially funded from housing developer contributions, agreed as part of the Section 106 agreement, although specific details are yet to be finalised, due to the Section 106 legal agreements detailing requirements around recalculations of the position, once accurate bedroom information becomes available, trigger points for payments not yet being reached and indexation calculation requirements. Some of these monies have already been received and the remainder will be payable in stages, as the various phases of the housing development are occupied.

Cost estimates are immature, still require detailed design, procurement and a firm agreed price with suppliers.

Future levels of Basic Need grant are as yet unconfirmed. Developer contributions may rise with the increased housing in the areas which is partly driving the need for the new school places.

Future reports will update on the consultation processes as well as detailed delivery plans and funding sources for any further schemes to be committed.



## Revenue Funding

In year expansions will be funded via the Dedicated Schools Grant through the county council's expansion policy for the first 2 terms. This policy will ensure the schools have the appropriate level of funding

October Census data will then drive the Dedicated Schools Grant budget for the following financial year and incorporate all revised pupil numbers each year. This will provide Lancashire with the full year funding for these pupils through the Dedicated Schools Grant Schools Block, which is increased in line with the rising pupil numbers

## Procurement

All contractors carrying out the works will be selected in accordance with the Public Contract Regulations 2015, either through the use of an established framework or via a new tender exercise.

## Equality and Cohesion

As part of the statutory decision-making process, the County Council must comply with the Public Sector Equality Duty, which requires 'due regard' to the need to: eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010; advance equality of opportunity between people who share a relevant protected characteristic and people who do not share it; and foster good relations between people who share a relevant protected characteristic and people who do not share it.

The proposals included in this report will not disadvantage any group and will benefit current and additional future pupils of Lancashire.

## List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

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



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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