

Full Council

Thursday, 23rd February, 2023 at 2.00 pm in Council Chamber, County Hall, Preston

Agenda

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1. **Apologies and Announcements**
2. **Disclosure of Pecuniary and Non-Pecuniary Interests**
3. **Question Time** (Pages 1 - 2)
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- A. **Matters for Decision**
4. **Confirmation of the Minutes of the Meetings held on 15 December 2022 and 9 February 2023** (Pages 3 - 38)
5. **Report of the Political Governance Working Group** (Pages 39 - 42)
6. **The Localism Act 2011 – Pay Policy Statement 2023/24** (Pages 43 - 84)
7. **Members' Allowance Scheme 2023/24** (Pages 85 - 108)
8. **Financial Thresholds for Key Decisions** (Pages 109 - 110)
9. **Urgent Business**
An item of urgent business may only be considered under this heading where, by reason of special circumstances to be recorded in the Minutes, the Chairman is of the opinion that the item should be considered at the meeting as a matter of urgency. Wherever possible, the Chief Executive should be given advance warning of any Member's intention to raise a matter under this heading.



B. Matters for Information

10. Report of the Cabinet (Part B) (Pages 111 - 128)

11. Report of County Council Committees

To receive reports from:

(a) The Urgency Committee (Pages 129 - 134)

(b) The Audit, Risk and Governance Committee (Pages 135 - 140)

(c) The Employment Committee (Pages 141 - 144)

(d) The Overview and Scrutiny Committees (Pages 145 - 162)

(e) The Lancashire Health and Wellbeing Board (Pages 163 - 168)

12. Report of the Lancashire Combined Fire Authority (Pages 169 - 172)

C. Notices of Motion

13. To consider Notices of Motion Submitted under Standing Order B36 (Pages 173 - 176)

Angie Ridgwell
Chief Executive

County Hall
Preston

15 February 2023



Agenda Item 3

Questions submitted under Standing Order B28

No.	To be asked by:	Question:	For answer by (Cabinet Member):
1.	CC Smith	It is acknowledged that there is a national increase in the number of children and young people with mental health problems. Could the Cabinet Member outline how the Council and our partners are working towards a vision of Lancashire's children enjoying better mental health?	CC Green
2.	CC Sutcliffe	Can the Cabinet Member for Highways and Transport outline the rationale and benefits to Lancashire of the Transport Asset Management Plan?	CC Swarbrick
3.	CC Cox	As we mark the anniversary of Putin's aggression into Ukraine, will the Cabinet Member for Community and Cultural Services update Council on the work that has been done across Lancashire in support of our Ukrainian guests?	CC Buckley
4.	CC Parr	<p>In November last year, the then Home Secretary commissioned HM Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS) under section 54(2B) of the Police Act 1996 to assess current vetting and counter-corruption capacity and capability in policing across England and Wales. This was to include forces' ability to detect and deal with misogynistic and predatory behaviour by police officers and staff.</p> <p>A survey was carried out, with over 11000 replies being received, many from female officers and staff, detailing serious sexual harassment and assault by their fellow officers.</p> <p>Recruitment procedures were found to be seriously lacking, with 18% of vetting files proposing acceptance of candidates who fell far short of desired standards.</p>	CC Williamson

		<p>This information will come as no surprise to women in Lancashire.</p> <p>Would the council leader agree with me that the police force of Lancashire is unlikely to be an exception to the rule in this appalling situation, and what does she propose to do about it?</p>	
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Minutes

At a meeting of the Full Council held at Council Chamber, County Hall, Preston, on Thursday, 15th December, 2022

Present:

County Councillor Peter Britcliffe (Chairman)

County Councillors

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

1. Apologies and Announcements

Apologies for absence were received from County Councillors Julia Berry, Howard Hartley, Nweeda Khan and Sobia Malik.

County Councillors Gina Dowding, Andy Fewings, Hasina Khan, Yousuf Motala, Lian Pate and John Potter joined the meeting virtually.



Announcements

Deaths

The Chairman reported the recent death of former County Councillor Colonel Sir Simon Towneley KCVO JP DL who sadly passed away on Friday 11 November 2022.

The Council observed a one-minute silence.

New Executive Director

The Chairman welcomed Mark Wynn, recently appointed Executive Director of Resources, to his first Full Council meeting.

At this point, County Councillor Tim Ashton raised a Point of Order under Standing Order B18(1) relating to industrial action and non-receipt of agenda papers for the meeting. County Councillor Julie Gibson declared a pecuniary interest and left the meeting for the duration of the discussion.

2. Disclosure of Pecuniary and Non-Pecuniary Interests

None declared.

3. Question Time

County Councillors Julie Gibson, Lizzi Collinge, Mark Clifford, Tim Ashton, and Samara Barnes asked their questions as follows:

No.	Question From	Subject	For Answer By
1.	County Councillor Julie Gibson	Windfall Tax on Renewable Energy	Cabinet Member for Environment and Climate Change
2.	County Councillor Lizzi Collinge	Employment of Nurses	Cabinet Member for Health and Wellbeing
3.	County Councillor Mark Clifford	Full Council and Cabinet Question Time	Leader of the County Council
4.	County Councillor Tim Ashton	Establishing an Investment Zone in Lancashire	Cabinet Member for Economic Development and Growth
5.	County Councillor Samara Barnes	SEND Provision in East Lancashire	Cabinet Member for Education and Skills



County Councillor Shaun Turner, Cabinet Member for Environment and Climate Change; County Councillor Michael Green, Cabinet Member for Health and Wellbeing; County Councillor Phillippa Williamson, Leader of the County Council; County Councillor Aidy Riggott, Cabinet Member for Economic Development and Growth; and County Councillor Jayne Rear, Cabinet Member for Education and Skills, replied.

Due to a limit of 30 minutes for Question Time, the following questions were not asked and were subject to a written response copied to all councillors:

6.	County Councillor John Singleton	Bus Service Improvement Plan	Cabinet Member for Highways and Transport
7.	County Councillor Matthew Salter	Extra Care Housing in Burnley and Wyre	Cabinet Member for Adult Social Care

4. Confirmation of the Minutes from the Meeting held on 13 October 2022

Resolved: - That the Minutes of the Meeting held on 13 October 2022 be confirmed and signed by the Chairman.

5. Report of the Independent Remuneration Panel - 2022/23 Members' Allowance Scheme

County Councillor Alan Vincent moved a report setting out the recommendations of the Independent Remuneration Panel in relation to the council's Members' Allowance Scheme for 2022/23, following an informal meeting of the Panel on 22 November 2022 and subsequent written confirmation of the Panel's recommendation.

Resolved: - That:

- (i) The recommendation of the Independent Remuneration Panel, as set out in the report and at Appendix 'A', now presented, relating to the county council's Members' Allowance Scheme, be noted.
- (ii) The revised Members' Allowance Scheme for 2022/23, as set out in the report, now presented, be approved and the Director of Corporate Services be authorised to make any consequential changes to the Constitution.

6. Appointment of New Employer and Member Representatives on the Lancashire Local Pension Board

County Councillor Eddie Pope moved a report relating to the appointment of new employer and scheme member representatives on the Lancashire Local Pension Board.

Resolved: - That:



- (i) The appointment of two new employer representatives and two new scheme member representatives on the Lancashire Local Pension Board, and the length of the terms, as set out in the report, now presented, be approved.
- (ii) All new Board members are bound by the county council's Code of Conduct with immediate effect.

7. Local Government Reform Cumbria Pension Arrangements

County Councillor Eddie Pope moved a report proposing that Lancashire County Council agreed the Westmoreland and Furness Council delegating its pension fund administration function to Lancashire County Council pursuant to section 101 of the Local Government Act 1972.

Resolved: - That:

- (i) The delegation of the pension fund administration function of Westmoreland and Furness Council to Lancashire County Council pursuant to section 101 of the Local Government Act 1972 subject to the council entering into appropriate legal agreements with the parties, as set out in the report, now presented, be approved.
- (ii) The Director of Corporate Services be authorised to agree the final legal agreements on behalf of Lancashire County Council.

8. Urgent Business

There was no urgent business to be considered.

9. Report of the Cabinet (Part B)

County Councillor Phillippa Williamson moved the report of the Cabinet from its meetings on 6 October 2022, 3 November 2022 and 1 December 2022.

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

10(a) The Urgency Committee

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

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

10(b) The Audit, Risk and Governance Committee

County Councillor Alan Schofield moved the report of the Audit, Risk and Governance Committee from its meeting on 17 October 2022.

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



10(c) The Employment Committee

County Councillor Phillippa Williamson moved the report of the Employment Committee from its meetings on 30 September 2022, 3 November 2022 and 17 November 2022.

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

10(d) The Pension Fund Committee

County Councillor Eddie Pope moved the report of the Pension Fund Committee from its meeting on 25 November 2022.

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

10(e) The Overview and Scrutiny Committees

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

Scrutiny Management Board - 8 November 2022

Children, Families and Skills - 26 October 2022

Health and Adult Services - 2 November 2022

Environment, Economic Growth and Transport - 20 October 2022

Community, Cultural and Corporate Services - 29 September 2022 and 10 November 2022

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

10(f) The Lancashire Health and Wellbeing Board

County Councillor Michael Green moved the report of the Lancashire Health and Wellbeing Board from its meeting on 15 November 2022.

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

11. Report of the Lancashire Combined Fire Authority

County Councillor David O'Toole moved the report of the Lancashire Combined Fire Authority from its meeting on 3 October 2022.

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



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

1. It was moved by County Councillor Nikki Hennessy and seconded by County Councillor Matthew Tomlinson that:

Liverpool has been selected as the host City for the 67th Eurovision Song Contest. Following the war in Ukraine, Britain opened its doors to welcome thousands of Ukrainians into our communities and homes in Lancashire.

Lancashire has a proud tradition of warmly welcoming refugees from all parts of the world and is proud of the way communities have welcomed and supported our Ukrainian visitors.

These people have been, and continue to be, an inspiration to all of us having left loved ones to fight against the aggression of Putin.

This Council resolves to ask the Chief Executive to write to the Mayor of the Liverpool City Region, Steve Rotherham, and the Secretary of State for Digital, Culture, Media and Sport, asking them to provide 'free' complimentary tickets to Ukrainian refugees from Lancashire for events in and around Eurovision 2023.

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

Liverpool has been selected as the host City for the 67th Eurovision Song Contest. Following the war in Ukraine, Britain opened its doors to welcome thousands of Ukrainians into our communities and homes in Lancashire.

Lancashire has a proud tradition of warmly welcoming refugees from all parts of the world and is proud of the way communities have welcomed and supported our Ukrainian visitors.

These people have been, and continue to be, an inspiration to all of us having left loved ones to fight against the aggression of Putin.

This Council resolves to ask the Chief Executive to write to the Mayor of the Liverpool City Region, Steve Rotherham, and the Secretary of State for Digital, Culture, Media and Sport, and the Mayor of Liverpool City Council asking them to provide 'free' complimentary tickets to Ukrainian guests and their sponsors from Lancashire for events in and around Eurovision 2023.

This Council also resolves to ask Officers to explore the use of Homes for Ukraine Funding provided to Lancashire County Council, to support Ukrainian communities in Lancashire to establish and host their own events on and around the night of the Eurovision final.

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



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

Resolved: - That:

Liverpool has been selected as the host City for the 67th Eurovision Song Contest. Following the war in Ukraine, Britain opened its doors to welcome thousands of Ukrainians into our communities and homes in Lancashire.

Lancashire has a proud tradition of warmly welcoming refugees from all parts of the world and is proud of the way communities have welcomed and supported our Ukrainian visitors.

These people have been, and continue to be, an inspiration to all of us having left loved ones to fight against the aggression of Putin.

This Council resolves to ask the Chief Executive to write to the Mayor of the Liverpool City Region, Steve Rotherham, and the Secretary of State for Digital, Culture, Media and Sport, and the Mayor of Liverpool City Council asking them to provide 'free' complimentary tickets to Ukrainian guests and their sponsors from Lancashire for events in and around Eurovision 2023.

This Council also resolves to ask Officers to explore the use of Homes for Ukraine Funding provided to Lancashire County Council, to support Ukrainian communities in Lancashire to establish and host their own events on and around the night of the Eurovision final.

2. It was moved by County Councillor Azhar Ali and seconded by County Councillor Jean Parr that:

170,000 people carry the 'Just Can't Wait Card' across the Country including in Lancashire where the number is rising. Thousands of people across Lancashire suffer from illnesses/conditions which can be debilitating ranging from incontinence to stoma surgery. These conditions can lead to them needing the emergency use of toilet facilities urgently.

The Bladder and Bowel community have established the 'Just Can't Wait Toilet Scheme' which enables people to carry a card and enables businesses and organisations to allow emergency access to toilet facilities.

People have told the Bladder and Bowel Community that they are trapped in their own homes due to the lack of public toilets and the fear of being caught short. There are over 14 million people in the UK living with a bladder condition and 6.4 million with a bowel condition with thousands suffering across Lancashire desperately in need of emergency access to toilet facilities.

Therefore, this Council resolves:



- (i) That Lancashire County Council becomes a partner for the 'Just Can't Wait Card' scheme and commits to making all Lancashire County Council public buildings accessible for those carrying this card.
- (ii) To promote the scheme to other Local Authorities in Lancashire, partners and businesses, including via social media.

The following friendly amendment was proposed by County Councillor Michael Green, in accordance with Standing Order B42:

170,000 people carry the 'Just Can't Wait Card' across the Country including in Lancashire where the number is rising. Thousands of people across Lancashire suffer from illnesses/conditions which can be debilitating ranging from incontinence to stoma surgery. These conditions can lead to them needing the emergency use of toilet facilities urgently.

The Bladder and Bowel community have established the 'Just Can't Wait Toilet Scheme' which enables people to carry a card and enables businesses and organisations to allow emergency access to toilet facilities.

People have told the Bladder and Bowel Community that they are trapped in their own homes due to the lack of public toilets and the fear of being caught short. There are over 14 million people in the UK living with a bladder condition and 6.4 million with a bowel condition with thousands suffering across Lancashire desperately in need of emergency access to toilet facilities.

Therefore, this Council resolves:

- (i) That Lancashire County Council commits to a campaign, including social media, to raise awareness with its staff and across Lancashire of the 'Just Can't Wait Card' scheme and commits to making all Lancashire County Council public buildings, where practical, accessible for those carrying this card.
- (ii) To ask the Scrutiny Management Board to consider how we might further promote the scheme and request that the Leader makes the next Lancashire Leaders meeting aware of this motion by placing it on the agenda and asking them to give it their support.

The friendly amendment was accepted by County Councillor Ali, subject to the inclusion of 'including social media' in resolution (i), with which County Councillor Green was in agreement, and became the substantive motion.

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

Resolved: - That:

170,000 people carry the 'Just Can't Wait Card' across the Country including in Lancashire where the number is rising. Thousands of people across Lancashire suffer from illnesses/conditions which can be debilitating ranging from incontinence



to stoma surgery. These conditions can lead to them needing the emergency use of toilet facilities urgently.

The Bladder and Bowel community have established the 'Just Can't Wait Toilet Scheme' which enables people to carry a card and enables businesses and organisations to allow emergency access to toilet facilities.

People have told the Bladder and Bowel Community that they are trapped in their own homes due to the lack of public toilets and the fear of being caught short. There are over 14 million people in the UK living with a bladder condition and 6.4 million with a bowel condition with thousands suffering across Lancashire desperately in need of emergency access to toilet facilities.

Therefore, this Council resolves:

- (i) That Lancashire County Council commits to a campaign, including social media, to raise awareness with its staff and across Lancashire of the 'Just Can't Wait Card' scheme and commits to making all Lancashire County Council public buildings, where practical, accessible for those carrying this card.
 - (ii) To ask the Scrutiny Management Board to consider how we might further promote the scheme and request that the Leader makes the next Lancashire Leaders meeting aware of this motion by placing it on the agenda and asking them to give it their support.
3. County Councillor Sue Whittam informed Full Council that her Notice of Motion in respect of Suicide Awareness in Schools was being deferred to the next meeting of Full Council.
4. It was moved by County Councillor Tim Ashton and seconded by County Councillor Matthew Salter that:

Nature-based solutions in tackling the impacts of climate change

This authority notes the importance of nature-based solutions in tackling the impacts of climate change and the collaborative work with partner organisations needed to help with nature recovery and reducing emissions.

Lancashire County Council has recently helped restore 755 Hectares of peatland and planted 150,000 trees on its estate over the past decade. It is crucial we progress this work to help achieve our corporate priority to protect our environment and play our part in meeting the government commitment to net zero by 2050.

This authority resolves that the Cabinet Member for Environment and Climate Change will:

- (i) Prepare a comprehensive strategy for nature recovery for Lancashire.



- (ii) Continue to work with partner organisations to build on the excellent work to date and prepare large-scale tree planning and peatland restoration programmes in Lancashire.
- (iii) Invite the Scrutiny Management Board to consider including engagement in the development of the strategy in the scrutiny work programme.

The following Amendment was proposed by County Councillor Mark Clifford and seconded by County Councillor Jackie Oakes:

At the end of (i) add "that contributes to achieving Lancashire's target of becoming carbon net zero by 2030".

Following a period of debate, and in accordance with Standing Order B45(4), a recorded vote was taken. The names of the county councillors who voted for or against the Amendment and those who abstained are set out below:

For (25)

Aldridge	Brown	Fillis	Howarth	Parr
Ali	Clifford	Gibson	Iqbal	Pattison
Arif	Collinge	Hennessy	Lewis	Serridge
Barnes	Dad	Hindle	Mein	Snape
Beavers	De Molfetta	Holgate	Oakes	Tomlinson

Against (47)

Ashton	Cullens	Iddon	Rigby, S	Turner
Bailey	Edwards	Jones	Riggott	Vincent
Britcliffe	Gardiner	Kay	Salter	Westley
Buckley	Gooch	Maxwell-Scott	Schofield	Whittam
Burrows	Goulthorp	Mirfin	Shedwick	Williamson
Cheetham	Green	Morris	Singleton	Woollam
Clarke	Haythornthwaite	O'Toole	Smith	Yates
Clempson	Hind	Pope	Sutcliffe	
Couperthwaite	Hosker	Rear	Swarbrick	
Cox	Hurn	Rigby, P	Towneley	

Abstain (0)

The Amendment was therefore LOST.

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

Resolved: - That:

Nature-based solutions in tackling the impacts of climate change



This authority notes the importance of nature-based solutions in tackling the impacts of climate change and the collaborative work with partner organisations needed to help with nature recovery and reducing emissions.

Lancashire County Council has recently helped restore 755 Hectares of peatland and planted 150,000 trees on its estate over the past decade. It is crucial we progress this work to help achieve our corporate priority to protect our environment and play our part in meeting the government commitment to net zero by 2050.

This authority resolves that the Cabinet Member for Environment and Climate Change will:

- (i) Prepare a comprehensive strategy for nature recovery for Lancashire.
- (ii) Continue to work with partner organisations to build on the excellent work to date and prepare large-scale tree planning and peatland restoration programmes in Lancashire.
- (iii) Invite the Scrutiny Management Board to consider including engagement in the development of the strategy in the scrutiny work programme.

Angie Ridgwell
Chief Executive

County Hall
Preston



Minutes

At a meeting of the Full Council held at Council Chamber, County Hall, Preston, on Thursday, 9th February, 2023

Present:

County Councillor Peter Britcliffe (Chairman)

County Councillors

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

1. Apologies and Announcements

Apologies for absence were received from County Councillor Alan Hosker.



County Councillors Samara Barnes, Yousuf Motala and Lian Pate, joined the meeting virtually.

Announcements

Earthquake in Southern Turkey and Northern Syria

The Chairman extended the county council's sympathies to all those who had been affected by the recent earthquake in Southern Turkey and Northern Syria and encouraged individuals to donate to the relief efforts being organised by the Disasters Emergency Committee if they were able to do so.

Monitoring Officer Designate

The Chief Executive asked Full Council to welcome Heloise MacAndrew who would be joining the county council on 1 April 2023 as Director of Law and Governance and the county council's statutory Monitoring Officer.

New Year Honours 2023

The Chairman extended the Full Council's congratulations to Jacqui Old, Executive Director of Education and Children's Services, who had been appointed a Commander of the Order of the British Empire (CBE) in the recent New Year Honours for services to the community in North Tyneside.

Award of MBE

The Chairman extended the Full Council's congratulations to Roxanne McKinnon, who works in the county council's Business Intelligence Team, who has recently received her insignia, from HM The King, as a Member of the Order of the British Empire (MBE) in recognition of the work she undertook as part of the Lancashire Resilience Forum during the COVID-19 pandemic which was crucial in protecting communities against Coronavirus.

2. Disclosure of Pecuniary and Non-Pecuniary Interests

Name of Councillor	Agenda Item Number	Nature of Interest (non-pecuniary unless stated)
John Potter	3	Paid contractor with Lancashire County Council on the Two Zero Programme

3. 2023/24 Budget Report

County Councillor Phillippa Williamson, Leader of the County Council, moved the recommendations of the Cabinet regarding:

- The revenue budget 2023/24 and the medium-term financial strategy 2023/24 to 2026/27.
- The Council Tax and Precept 2023/24.



- The Capital Programme 2023/24

Together with the recommendations of the Audit, Risk and Governance Committee from its meeting on 30 January 2023 regarding:

- The Treasury Management Strategy, the Investment Strategy, and the Minimum Revenue Provision Policy Statement for 2023/24.

The motion was seconded by County Councillor Alan Vincent, Cabinet Member for Resources, HR and Property (Deputy Leader).

In moving the report, County Councillor Williamson outlined an Adjustment and Additions to the proposals contained within the report.

A copy of the Adjustment and Additions was circulated to all Members and is set out at Annexes 1 and 2 to these minutes.

County Councillor Mark Clifford, on behalf of the Labour Group, then made his Budget speech and moved an Amendment to the Budget proposals on behalf of the Labour Group which was seconded by County Councillor Noordad Aziz.

A copy of the Amendment was circulated to all Members and is set out at Annex 3 to these minutes.

Following a period of debate, a recorded vote on the Amendment was taken in accordance with the provisions of Standing Order B45(7). The names of those Members who voted for or against the Amendment, and those who abstained, are set out below.

For (29)

Aldridge	Brown	Fewings	Khan, H	Parr
Ali	Clifford	Fillis	Khan, N	Pattison
Arif	Collinge	Gibson	Lewis	Serridge
Aziz	Dad	Hennessy	Malik	Snape
Beavers	De Molfetta	Hindle	Mein	Tomlinson
Berry	Dowding	Holgate	Oakes	

Against (47)

Ashton	Cullens	Iddon	Rigby, S	Turner
Bailey	Edwards	Kay	Riggott	Vincent
Britcliffe	Gardiner	Maxwell-Scott	Salter	Westley
Buckley	Gooch	Mirfin	Schofield	Whittam
Burrows	Goulthorp	Morris	Shedwick	Williamson
Cheetham	Green	O'Toole	Singleton	Woollam
Clarke	Hartley	Pope	Smith	Yates
Clempson	Haythornthwaite	Purcell	Sutcliffe	
Couperthwaite	Hind	Rear	Swarbrick	



Cox	Hurn	Rigby, P	Towneley	
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Abstain (2)

Howarth	Potter
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The Labour Group's Amendment was therefore LOST.

The following Amendment was proposed by County Councillor Lizzi Collinge and seconded by County Councillor Erica Lewis:

Amend the saving proposal relating to Telecare (Reference – A004) to enable free Telecare services to all residents who are in receipt of Pension credit - cost - 0.629m

Following a period of debate, a recorded vote on the Amendment was taken in accordance with the provisions of Standing Order B45(7). The names of those Members who voted for or against the Amendment, and those who abstained, are set out below.

For (30)

Aldridge	Brown	Fillis	Khan, H	Parr
Ali	Clifford	Gibson	Khan, N	Pattison
Arif	Collinge	Hennessy	Lewis	Potter
Aziz	Dad	Hindle	Malik	Serridge
Beavers	De Molfetta	Holgate	Mein	Snape
Berry	Fewings	Howarth	Oakes	Tomlinson

Against (46)

Ashton	Cullens	Kay	Riggott	Vincent
Bailey	Edwards	Maxwell-Scott	Salter	Westley
Britcliffe	Gardiner	Mirfin	Schofield	Whittam
Buckley	Gooch	Morris	Shedwick	Williamson
Burrows	Goulthorp	O'Toole	Singleton	Woollam
Cheetham	Green	Pope	Smith	Yates
Clarke	Hartley	Purcell	Sutcliffe	
Clempson	Hind	Rear	Swarbrick	
Couperthwaite	Hurn	Rigby, P	Towneley	
Cox	Iddon	Rigby, S	Turner	

Abstain (1)

Haythornthwaite

The Amendment was therefore LOST.

The following Amendment was proposed by County Councillor Sobia Malik and seconded by County Councillor Lorraine Beavers:



Extend Free School Meals to primary school children from families that are not currently eligible but are in receipt of Universal Credit or legacy benefits - cost - 2.000m

Following a period of debate, a recorded vote on the Amendment was taken in accordance with the provisions of Standing Order B45(7). The names of those Members who voted for or against the Amendment, and those who abstained, are set out below.

For (28)

Aldridge	Brown	Fillis	Khan, N	Pattison
Ali	Clifford	Gibson	Lewis	Serridge
Arif	Collinge	Hennessy	Malik	Snape
Aziz	Dad	Hindle	Mein	Tomlinson
Beavers	De Molfetta	Holgate	Oakes	
Berry	Fewings	Khan, H	Parr	

Against (48)

Ashton	Cullens	Iddon	Rigby, P	Towneley
Bailey	Edwards	Jones	Rigby, S	Turner
Britcliffe	Gardiner	Kay	Riggott	Vincent
Buckley	Gooch	Maxwell-Scott	Salter	Westley
Burrows	Goulthorp	Mirfin	Schofield	Whittam
Cheetham	Green	Morris	Shedwick	Williamson
Clarke	Hartley	O'Toole	Singleton	Woollam
Clempson	Haythornthwaite	Pope	Smith	Yates
Couperthwaite	Hind	Purcell	Sutcliffe	
Cox	Hurn	Rear	Swarbrick	

Abstain (2)

Howarth	Potter
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The Amendment was therefore LOST.

The following Amendment was proposed by County Councillor Anna Hindle and seconded by County Councillor Jennifer Mein:

Introduce a maximum £1 cap, per day for return journey for all LCC school bus users - cost - 2.100m

Following a period of debate, a recorded vote on the Amendment was taken in accordance with the provisions of Standing Order B45(7). The names of those Members who voted for or against the Amendment, and those who abstained, are set out below.



For (29)

Aldridge	Brown	Fewings	Khan, H	Parr
Ali	Clifford	Fillis	Khan, N	Pattison
Arif	Collinge	Gibson	Lewis	Serridge
Aziz	Dad	Hennessy	Malik	Snape
Beavers	De Molfetta	Hindle	Mein	Tomlinson
Berry	Dowding	Holgate	Oakes	

Against (48)

Ashton	Cullens	Iddon	Rigby, P	Towneley
Bailey	Edwards	Jones	Rigby, S	Turner
Britcliffe	Gardiner	Kay	Riggott	Vincent
Buckley	Gooch	Maxwell-Scott	Salter	Westley
Burrows	Goulthorp	Mirfin	Schofield	Whittam
Cheetham	Green	Morris	Shedwick	Williamson
Clarke	Hartley	O'Toole	Singleton	Woollam
Clempson	Haythornthwaite	Pope	Smith	Yates
Couperthwaite	Hind	Purcell	Sutcliffe	
Cox	Hurn	Rear	Swarbrick	

Abstain (2)

Howarth	Potter
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The Amendment was therefore LOST.

The following Amendment was proposed by County Councillor Kim Snape and seconded by County Councillor Usman Arif:

Reduce the intervention level by half for works to be undertaken on potholes from 40mm to 20mm - cost - 4.500m

Following a period of debate, a recorded vote on the Amendment was taken in accordance with the provisions of Standing Order B45(7). The names of those Members who voted for or against the Amendment, and those who abstained, are set out below.

For (31)

Aldridge	Clifford	Gibson	Lewis	Serridge
Ali	Collinge	Hennessy	Malik	Snape
Arif	Dad	Hindle	Mein	Tomlinson
Aziz	De Molfetta	Holgate	Oakes	
Beavers	Dowding	Howarth	Parr	
Berry	Fewings	Khan, H	Pattison	
Brown	Fillis	Khan, N	Potter	



Against (48)

Ashton	Cullens	Iddon	Rigby, P	Towneley
Bailey	Edwards	Jones	Rigby, S	Turner
Britcliffe	Gardiner	Kay	Riggott	Vincent
Buckley	Gooch	Maxwell-Scott	Salter	Westley
Burrows	Goulthorp	Mirfin	Schofield	Whittam
Cheetham	Green	Morris	Shedwick	Williamson
Clarke	Hartley	O'Toole	Singleton	Woollam
Clempson	Haythornthwaite	Pope	Smith	Yates
Couperthwaite	Hind	Purcell	Sutcliffe	
Cox	Hurn	Rear	Swarbrick	

Abstain (0)

The Amendment was therefore LOST.

The following Amendment was proposed by County Councillor Jackie Oakes and seconded by County Councillor Steve Holgate:

Invest an extra £10m into the green agenda to work towards Lancashire County council becoming carbon net zero by 2030 - cost - 4.500m

Following a period of debate, a recorded vote on the Amendment was taken in accordance with the provisions of Standing Order B45(7). The names of those Members who voted for or against the Amendment, and those who abstained, are set out below.

For (30)

Aldridge	Collinge	Hennessy	Malik	Snape
Ali	Dad	Hindle	Mein	Tomlinson
Aziz	De Molfetta	Holgate	Oakes	
Beavers	Dowding	Howarth	Parr	
Berry	Fewings	Khan, H	Pattison	
Brown	Fillis	Khan, N	Potter	
Clifford	Gibson	Lewis	Serridge	

Against (48)

Ashton	Cullens	Iddon	Rigby, P	Towneley
Bailey	Edwards	Jones	Rigby, S	Turner
Britcliffe	Gardiner	Kay	Riggott	Vincent
Buckley	Gooch	Maxwell-Scott	Salter	Westley
Burrows	Goulthorp	Mirfin	Schofield	Whittam
Cheetham	Green	Morris	Shedwick	Williamson
Clarke	Hartley	O'Toole	Singleton	Woollam
Clempson	Haythornthwaite	Pope	Smith	Yates
Couperthwaite	Hind	Purcell	Sutcliffe	



Cox	Hurn	Rear	Swarbrick	
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Abstain (0)

The Amendment was therefore LOST.

The following Amendment was proposed by County Councillor Julie Gibson and seconded by County Councillor Jean Parr:

Kinship carer support fund, to develop a policy and provide financial support to Kinship carers across Lancashire - cost - 1.000m

Following a period of debate, a recorded vote on the Amendment was taken in accordance with the provisions of Standing Order B45(7). The names of those Members who voted for or against the Amendment, and those who abstained, are set out below.

For (30)

Aldridge	Collinge	Hennessy	Malik	Snape
Ali	Dad	Hindle	Mein	Tomlinson
Aziz	De Molfetta	Holgate	Oakes	
Beavers	Dowding	Howarth	Parr	
Berry	Fewings	Khan, H	Pattison	
Brown	Fillis	Khan, N	Potter	
Clifford	Gibson	Lewis	Serridge	

Against (47)

Ashton	Cullens	Iddon	Rigby, S	Turner
Bailey	Edwards	Kay	Riggott	Vincent
Britcliffe	Gardiner	Maxwell-Scott	Salter	Westley
Buckley	Gooch	Mirfin	Schofield	Whittam
Burrows	Goulthorp	Morris	Shedwick	Williamson
Cheetham	Green	O'Toole	Singleton	Woollam
Clarke	Hartley	Pope	Smith	Yates
Clempson	Haythornthwaite	Purcell	Sutcliffe	
Couperthwaite	Hind	Rear	Swarbrick	
Cox	Hurn	Rigby, P	Towneley	

Abstain (1)

Jones

The Amendment was therefore LOST.

The following Amendment was proposed by County Councillor Matthew Brown and seconded by County Councillor Azhar Ali:



Establish an independent poverty commission across Lancashire to report back to LCC - cost - 0.100m

Following a period of debate, a recorded vote on the Amendment was taken in accordance with the provisions of Standing Order B45(7). The names of those Members who voted for or against the Amendment, and those who abstained, are set out below.

For (31)

Aldridge	Clifford	Gibson	Lewis	Serridge
Ali	Collinge	Hennessy	Malik	Snape
Arif	Dad	Hindle	Mein	Tomlinson
Aziz	De Molfetta	Holgate	Oakes	
Beavers	Dowding	Howarth	Parr	
Berry	Fewings	Khan, H	Pattison	
Brown	Fillis	Khan, N	Potter	

Against (48)

Ashton	Cullens	Iddon	Rigby, P	Towneley
Bailey	Edwards	Jones	Rigby, S	Turner
Britcliffe	Gardiner	Kay	Riggott	Vincent
Buckley	Gooch	Maxwell-Scott	Salter	Westley
Burrows	Goulthorp	Mirfin	Schofield	Whittam
Cheetham	Green	Morris	Shedwick	Williamson
Clarke	Hartley	O'Toole	Singleton	Woollam
Clempson	Haythornthwaite	Pope	Smith	Yates
Couperthwaite	Hind	Purcell	Sutcliffe	
Cox	Hurn	Rear	Swarbrick	

Abstain (0)

The Amendment was therefore LOST.

Following a brief adjournment, County Councillor John Potter, on behalf of the Liberal Democrat Group, then made his Budget speech and moved an Amendment to the Budget proposals on behalf of the Liberal Democrat Group, which was seconded by County Councillor David Howarth.

A copy of the Amendment was circulated to all Members and is set out at Annex 4 to these minutes.

Following a period of debate, a recorded vote on the Amendment was taken in accordance with the provisions of Standing Order B45(7). The names of Members who voted for or against the Amendment, and those who abstained, are set out below.



For (30)

Aldridge	Collinge	Hennessy	Malik	Snape
Ali	Dad	Hindle	Mein	Tomlinson
Arif	De Molfetta	Holgate	Oakes	
Aziz	Dowding	Howarth	Parr	
Beavers	Fewings	Khan, H	Pattison	
Brown	Fillis	Khan, N	Potter	
Clifford	Gibson	Lewis	Serridge	

Against (48)

Ashton	Cullens	Iddon	Rigby, P	Towneley
Bailey	Edwards	Jones	Rigby, S	Turner
Britcliffe	Gardiner	Kay	Riggott	Vincent
Buckley	Gooch	Maxwell-Scott	Salter	Westley
Burrows	Goulthorp	Mirfin	Schofield	Whittam
Cheetham	Green	Morris	Shedwick	Williamson
Clarke	Hartley	O'Toole	Singleton	Woollam
Clempson	Haythornthwaite	Pope	Smith	Yates
Couperthwaite	Hind	Purcell	Sutcliffe	
Cox	Hurn	Rear	Swarbrick	

Abstain (0)

The Liberal Democrat Group's Amendment was therefore LOST.

As no further Amendments were moved, the Chairman put the Motion on the county council's Budget, as Adjusted and Added to, and asked Full Council to approve the recommendations of the Cabinet on:

- The revenue budget 2023/24 and the medium-term financial strategy 2023/24 to 2026/27.
- The Council Tax and Precept 2023/24.
- The Capital Programme 2023/24

Together with the recommendations of the Audit, Risk and Governance Committee from its meeting on 30 January 2023 regarding:

- The Treasury Management Strategy, the Investment Strategy, and the Minimum Revenue Provision Policy Statement for 2023/24.

A recorded vote was taken, in accordance with Standing Order B45(7), and the names of Members who voted for or against the Motion, and those who abstained, are set out below.



For (45)

Bailey	Cullens	Hurn	Rear	Swarbrick
Britcliffe	Edwards	Iddon	Rigby, S	Towneley
Buckley	Gardiner	Jones	Riggott	Turner
Burrows	Gooch	Kay	Salter	Vincent
Cheetham	Goulthorp	Maxwell-Scott	Schofield	Westley
Clarke	Green	Mirfin	Shedwick	Whittam
Clempson	Hartley	O'Toole	Singleton	Williamson
Couperthwaite	Haythornthwaite	Pope	Smith	Woollam
Cox	Hind	Purcell	Sutcliffe	Yates

Against (3)

Dowding	Fewings	Potter
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Abstain (15)

Ali	Beavers	Dad	Khan, H	Pattison
Arif	Clifford	De Molfetta	Khan, N	Serridge
Aziz	Collinge	Hennessy	Malik	Snape

The Motion was CARRIED and it was:

Resolved: -

That the Cabinet's recommendations, as Adjusted and Added to, in respect of:

- The revenue budget 2023/24 and the medium-term financial strategy 2023/24 to 2026/27.
- The Council Tax and Precept 2023/24.
- The Capital Programme 2023/24

Together with the recommendations of the Audit, Risk and Governance Committee from its meeting on 30 January 2023 regarding:

- The Treasury Management Strategy, the Investment Strategy, and the Minimum Revenue Provision Policy Statement for 2023/24.

As set out in the report, now presented, be approved.

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

There were no Notices of Motion to be considered.



Annexes 1 - 4

Annex 1

Adjustment to the 2023/24 Budget Proposal Full Council 9 February 2023

The budget recommendation to Full Council included the most up to date information available at the time, including funding projections based on the Provisional Financial Settlement that was announced on 19 December 2022, and assumptions on council tax and business rates collection fund and growth levels as that information was not received in time for the publication of the budget report.

1. The Final Settlement 2023/24

The final settlement was announced on 6 February 2022 and was broadly in line with the grant allocations that were announced as part of the Provisional Settlement. The only change was to the Service Grant, which was increased from £7.360m to £7.663m.

2023/24 Budget Impact – Increased income of £0.303m

2. Business Rates

On reviewing the final settlement business rates information in conjunction with the information received from district councils, the business rates forecast for 2023/24 is showing an improvement of £3.939m compared to those included in the report to Full Council. The main elements of the improved position are as follows:

- The local share of business rates received by the county council is higher than expected. The medium term financial strategy had assumed 0.5% growth and a value of £28.911m, however the local share is £32.343m a 12.4% increase. No information or intelligence had been received to indicate this level of increase.

2023/24 Budget Impact – Increased income of £3.432m

- As part of business rates funding, s31 grants are received that mainly act as compensation for decisions the Government have taken such as capping inflationary increases. Some elements of these link to the local share calculation. Therefore, the increase in local share has also resulted in additional s31 grant funding.

2023/24 Budget Impact – Increased income of £0.277m

- Due to increases in the local share, the income received from the business rates pool will increase.

2023/24 Budget Impact – Increased income of £0.230m

3. Collection Fund

The county council has a budgeted income from the council tax and business rates collection fund of £5m. District Councils have confirmed their final collection fund positions, with a surplus of £3.179m on the council tax collection fund, and a surplus



of £0.648m on the business rates collection fund. The total collection fund position is lower than the budget, therefore an adjustment is made to the budget to reduce the collection fund budget for 2023/24.

2023/24 Budget Impact – Reduced income of £1.173m

4. Member Grants

Cabinet agreed at the meeting on 2 February 2023 to increase each member grant by £500 in 2023/24 as a one-off in coronation year.

2023/24 Budget Impact – Additional cost of £0.042m

The impact on the medium term financial strategy presented to Full Council is as follows:

Table 1 – Updated Medium Term Financial Strategy

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m
Spending Gap as reported Full Council Feb 23	9.162	-8.325	10.601	22.890
Funding	-3.069	-3.752	-3.770	-3.787
Other – Member Grants	0.042	0.000	0.000	0.000
Forecast Budget Gap – Full Council Adjustment	6.135	-12.077	6.831	19.103

Table 2 – Updated Transitional Reserve Forecast

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m
Opening Balance	188.533	175.149	183.893	177.063
Gap funding	6.135	-12.077	6.831	19.103
Commitments	7.249	3.333	0.000	
Closing balance	175.149	183.893	177.063	157.960



The revised funding table is as follows:

	£m
Budget Requirement	1,039.046
Less Revenue Support Grant	38.206
Less Business Rates	236.738
Less New Homes Bonus	1.482
Less Improved Better Care Fund	47.145
Less Social Care Grant	94.569
Less Collection Fund	3.827
Less Capital Receipts	5.000
Less Services Grant	7.663
Equals council tax cash	604.416
Divided by tax base (estimate)	383,826.57
Gives LCC Band D council tax for 2023/24	£1,574.71
LCC Band D council tax 2022/23	£1,514.29
Percentage increase	3.99%



The revenue budget for 2023/24 is as follows:

Revenue Budget 2023/24	Net Budget (£m)
Adult Services	444.813
Safeguarding and Quality Improvement	10.220
Public Health	-3.016
Children's Social Care	193.647
Education, Culture and Skills	45.386
Education and Children's Services	10.774
Policy Commissioning and Children's Health	0.271
Highways and Transport	162.016
Growth and Regeneration	3.118
Environment and Planning	3.194
Resources	7.917
Finance Services	19.848
Strategy and Performance	40.262
Law and Governance	19.664
Digital Service	35.776
People Services	5.835
Organisation Development and Change	2.179
Chief Executive Services	2.874
Sub-Total	1,004.778
Financing Charges	40.403
Use of one-off resources (funding from Transitional Reserve)	-6.135
Revenue Budget 2023/24 (Budget Requirement)	1,039.046



Council Tax (on the basis of a budget requirement of £1,039.046m) and the Council Tax base for each property valuation band:

Council Tax Band	£
Band A	1,049.81
Band B	1,224.77
Band C	1,399.74
Band D (basic)	1,574.71
Band E	1,924.65
Band F	2,274.58
Band G	2,624.52
Band H	3,149.42

c) The contribution from each district council through their precept of the net total raised from the council tax of £604.416m:

District	£m
Burnley	37,074,972
Chorley	60,378,365
Fylde	50,373,398
Hyndburn	34,557,011
Lancaster	67,049,577
Pendle	39,015,645
Preston	64,717,432
Ribble Valley	39,336,256
Rossendale	32,798,060
South Ribble	58,505,626
West Lancashire	59,989,790
Wyre	60,619,406
Total raised from Council Tax	604,415,538



County Councillor Philippa Williamson,
Leader of the County Council,
9 February 2023



Annex 2

BUDGET COUNCIL: 9th FEBRUARY 2023

ADDITIONS PROPOSED BY THE CONSERVATIVE GROUP TO THE 2023/24 BUDGET

Proposed one-off additions to the revenue budget	£m
Highway Deterioration Fund	1.000
Growth Fund	1.800
Total cost of proposed additions:	2.800

The additions to the revenue budget are one-off additional investments and will be an addition to the budget financial gap for 2023/24 detailed in the budget adjustment that will be funded from the Transitional Reserve. The revised funding gap of £8.935m is lower than the £9.162m funding gap in the published report reflecting an improved funding position on business rates and the final settlement which is reflected in the budget adjustment.

Table 1– Updated Medium Term Financial Strategy

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m
Spending Gap – Full Council Budget Adjustment	6.135	-12.077	6.831	19.103
Highway Deterioration Fund	1.000	0.000	0.000	0.000
Growth Fund	1.800	0.000	0.000	0.000
Budget Gap – Full Council Conservative Adjustment (including additions)	8.935	-12.077	6.831	19.103



Table 2 – Transitional Reserve Forecast

	2023/24	2024/25	2025/26	2026/27
	£m	£m	£m	£m
Opening Balance	188.533	172.349	181.093	174.263
Gap funding	8.935	-12.077	6.831	19.103
Commitments	7.249	3.333	0.000	
Closing balance	172.349	181.093	174.263	155.160

The revenue budget for 2023/24 is as follows:

Revenue Budget 2023/24	Net Budget (£m)
Adult Services	444.813
Safeguarding and Quality Improvement	10.220
Public Health	-3.016
Children's Social Care	193.647
Education, Culture and Skills	45.386
Education and Children's Services	10.774
Policy Commissioning and Children's Health	0.271
Highways and Transport	163.016
Growth and Regeneration	4.918
Environment and Planning	3.194
Resources	7.917
Finance Services	19.848
Strategy and Performance	40.262
Law and Governance	19.664
Digital Service	35.776
People Services	5.835
Organisation Development and Change	2.179
Chief Executive Services	2.874
Sub-Total	1,007.578
Financing Charges	40.403
Use of one-off resources (funding from Transitional Reserve)	-8.935
Revenue Budget 2023/24 (Budget Requirement)	1,039.046



View of the Chief Executive and Director of Resources (S151)

The proposals have been validated as being deliverable financially in 2023/24.

In validating the proposals, I have been mindful that:

- The additions to the revenue budget in 2023/24 of £2.800m, are added to the financial gap reported in the budget adjustment and will be subsequently funded from the Transitional Reserve.
- The additions are one-off for the 2023/24 budget only and will not impact the forecast funding gap from 2024/25 onwards.

The transitional reserve is currently forecast to be £188.533m at 31st March 2023. The additional call on the reserve arising from this amendment will be £2.800m in 2023/24 and will not impact on the forecast funding gap in future years. The transitional reserve is sufficient to support the structural deficit for the next 4 financial years with a revised forecast level of £155.160m at 31st March 2027.

In the intervening period the council will need to take steps to address the structural deficit to ensure it can maintain a sustainable financial position.



Annex 3

BUDGET COUNCIL: 9th FEBRUARY 2023 AMENDMENT PROPOSED BY THE LABOUR GROUP TO THE 2023/24 BUDGET

(1) Proposed amendments to the revenue budget

	2023/24 £m
Amend the saving proposal relating to Telecare (Reference – A004) to enable free Telecare services to all residents who are in receipt of Pension credit.	0.629*
Extend Free School Meals to primary school children from families that are not currently eligible but are in receipt of Universal Credit or legacy benefits	2.000
Introduce a maximum £1 cap, per day for return journey for all LCC school bus users.	2.100
Establish an independent poverty commission across Lancashire to report back to LCC.	0.100
Kinship carer support fund, to develop a policy and provide financial support to Kinship carers across Lancashire.	1.000
Development of a Good Work Charter	0.100
Total cost of proposed amendments	5.929

*Recurrent adjustment

The additions to the revenue budget to be funded from the transitional reserve in 2023/24.

(2) Proposed additions to the capital programme

	2023/24 £m
Reduce the intervention level by half for works to be undertaken on potholes from 40mm to 20mm.	4.500*
Additional investment into supported housing projects (Extra Care)	5.000
Invest an extra £10m into the green agenda to work towards Lancashire County council becoming carbon net zero by 2030.	10.000
Total	19.500

*Recurrent adjustment



The additions to the capital programme are all to be funded from the transitional reserve.

View of the Chief Executive and Director of Resources (S151)

The proposals have been validated as being deliverable financially in 2023/24.

In validating the proposals, I have been mindful that:

- The additions to the revenue budget in 2023/24 of £5.929m can be funded from the Transitional Reserve.
- The funding to support the capital programme can be met from the transitional reserve, as a one-off contribution of £19.5m.
- The recurrent costs of £5.129m including an ongoing revenue contribution of £4.5m to support reducing pothole intervention levels would need to be built into the MTFS from 2024/25 increasing the structural deficit to £24.232m in 2026/27.

The transitional reserve is currently forecast to be £188.533m at 31st March 2023. The transitional reserve is sufficient to support the structural deficit for 2023/24 – 2026/27 with a revised forecast level of £117.143m at 31st March 2027.

In the intervening period the council will need to take steps to address the structural deficit to ensure it can maintain a sustainable financial position.



Annex 4

BUDGET COUNCIL: 9th FEBRUARY 2023

AMENDMENT PROPOSED BY THE LIBERAL DEMOCRAT GROUP TO THE 2023/24 BUDGET

Proposed amendments to the revenue budget

	£m
Provide funding for street light energy costs to allow more flexible policy on times of dimming in locations where there are community safety concerns	0.500
Youth worker provision - 6 additional permanent youth workers and a 7th senior youth worker	0.297
Parking enforcement - 12 street enforcement officers (1 in every district)	0.357
Reinstate saving relating to winter gritting route review (Reference - H002)	0.253
Tree Planting (£2,500 per division)	0.210
Total cost of proposed amendments:	1.617

The additions to the revenue budget to be funded from the Transitional Reserve.

View of the Chief Executive and Director of Resources (S151)

The proposals have been validated as being deliverable financially in 2023/24.

In validating the proposals, I have been mindful that:

- The additions to the revenue budget in 2023/24 of £1.617m, can be funded from the Transitional Reserve.
- The recurrent costs of £1.617m would need to be built into the MTFs from 2024/25 increasing the structural deficit to £20.720m in 2026/27.

The transitional reserve is currently forecast to be £188.533m at 31st March 2023. The transitional reserve is sufficient to support the structural deficit for the next 4 financial years with a revised forecast level of £151.491m at 31st March 2027.

In the intervening period the council will need to take steps to address the structural deficit to ensure it can maintain a sustainable financial position.



Angie Ridgwell
Chief Executive

County Hall
Preston



Meeting of the Full Council
Meeting to be held on Thursday, 23 February 2023

Report submitted by: Director of Corporate Services

Part A

Electoral Division affected:
None;

Corporate Priorities:
N/A;

Report of the Political Governance Working Group

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

Brief Summary

Full Council is asked to consider the recommendations of the Political Governance Working Group in relation to:

1. Withdrawing Notices of Motion
2. Budget Full Council agendas
3. Mandatory training for Regulatory Committee members

Recommendation

That Full Council approves that the constitution be amended as set out in the report in relation to:

- (i) The procedures relating to the withdrawal of Notices of Motion.
- (ii) The agenda for the annual budget meeting of Full Council.
- (iii) The requirement that any member sitting on the Regulatory Committee must have undertaken mandatory training relevant to the committee's work.

Detail

The Political Governance Working Group met on 18 January 2022. Amongst the issues considered were:

1. Withdrawing Notices of Motion



2. Budget Full Council agendas
3. Mandatory training for Regulatory Committee members

Withdrawing Notices of Motion

Current Standing Order B34 says:

"A Notice of Motion will be regarded as withdrawn if:

- a) prior to the Council meeting, an indication to this effect is given in writing to the Chief Executive by the Member who submitted the Notice, or
- b) at the Council meeting, oral notice to this effect is given by the Member who submitted the Notice, or
- c) the Notice of Motion is not moved and seconded at the meeting of Council."

The Political Governance Working Group recommend that clarification is required to ensure that the rules reflect standard meeting practice that a motion, once moved, cannot be withdrawn without the consent of the meeting. The proposal is that B34 is reworded as follows (additions in **bold**):

"A Notice of Motion will be regarded as withdrawn if:

- a) prior to the Council meeting, an indication to this effect is given in writing to the Chief Executive by the Member who submitted the Notice, or
- b) at the Council meeting, oral notice to this effect is given by the Member who submitted the Notice **before the motion is moved**, or
- c) the Notice of Motion is not moved and seconded at the meeting of Council.

Once moved, a motion may only be withdrawn with the consent of the meeting. If the mover requests their motion be withdrawn, the request shall be voted on immediately, with no debate"

The Political Governance Working Group further recommend that, under Standing Order B33 ("Motions that cannot be moved"), a further category be added, so the Standing Order would read (addition in **bold**):

"The following motions shall not be accepted by the Chief Executive:

- a) Any Motion which seeks to rescind any resolution or decision which has been passed at a meeting of the Full Council held within the preceding 12 months.
- b) Any Motion which has been voted upon, but not carried within six months of the date of the meeting of the Full Council at which it, or one to the same effect, was voted upon.
- c) Any motion which would require the Council to act in breach of its own Constitution or legislation
- d) Any motion which requires the Council to act in a way that is beyond its powers and responsibilities
- e) is vague and ambiguous
- f) merely expresses an opinion and does not require the Council to adopt a course of action



- g) Any motion with has been withdrawn at the request of the mover or which has failed for not being moved within the last 6 months"**

Budget Full Council Agendas

It is a convention that Questions for Question Time and Notices of Motion are not submitted at the annual Budget meeting of Full Council. It is proposed that this convention is formalised by adding it to the Standing Orders. Standing Order 19 would be amended as follows (addition in **bold**)

- 1) "Subject to Standing Order 19(2) below, the Agenda shall be divided into Part A (Matters for Decision), Part B (Matters for Information) and Part C (Notices of Motion) and the order of business (other than at an extraordinary meeting **or at the annual budget setting meeting**) shall be:
 - a) to appoint a person to preside if the Chairman and Vice-Chairman are absent;
 - b) Councillor Question Time (Standing Order 28 below);
 - c) to confirm the Minutes of the last meeting of the Full Council;
 - d) to deal with Reports of the Cabinet, Committees and Executive Directors, Directors and Heads of Service;
 - e) to consider Notices of Motion in the order in which they have been set out in the agenda. The Chairman may alter the order in which they are discussed at the meeting;
 - f) other business, if any, specified in the Agenda.
- 2) The order of business falling under Standing Orders 19(1) (b) - (e) above may be varied by the Chairman at his/her discretion or by resolution which shall be moved and voted upon without debate.
- 3) The only business to be conducted at an Extraordinary Meeting of the Council shall be the business specified in the summons for the meeting.
- 4) **Councillor Question Time and the consideration of Notices of Motion shall not form part of the agenda at the annual budget setting meeting"**

Regulatory Committee – Mandatory Training

Given the nature of the work of the Regulatory Committee, it is felt that the position of councillors and the council would be supported by mirroring the practice already in place with the Development Control Committee, whereby there is a constitutional requirement for councillors sitting on the committee to have undertaken mandatory training.

This would apply to permanent and temporary (i.e. substitute) members of the committee, which would mean that political groups would need to ensure that sufficient numbers of members attended the training beyond the committee itself to allow for substitutes.

It would be a matter for the Monitoring Officer to determine which training is deemed mandatory, and Councillors would be informed in advance of any mandatory training.

The Political Governance Working Group recommend that the following be added to the Terms of Reference of the Committee. Note that the same wording is used in the Development Control Terms of Reference:



"All members of the Committee must:

- (i) Have undertaken mandatory training on the relevant law and procedures which relate to the Committee's work.
- (ii) Undertake further mandatory training on an ongoing basis whilst they continue to be members of the Committee.

The decision on whether training is mandatory will lie with the Monitoring Officer. All Members will be informed in advance if training is mandatory."

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

There are no significant legal or financial implications.

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

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A



Meeting of the Full Council
Meeting to be held on Thursday, 23 February 2023

Report submitted by: Executive Director of Resources

Part A

Electoral Division affected:
None;

Corporate Priorities:
N/A;

The Localism Act 2011 – Pay Policy Statement 2023/24
(Appendix 'A' refers)

Contact for further information:
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Brief Summary

This report sets out the council's proposed 2023/24 Pay Policy Statement as required by the Localism Act 2011.

The Pay Policy Statement must be approved by Full Council before it is published.

Recommendation

Full Council is asked to agree the proposed Pay Policy Statement for 2023/24, as set out at Appendix 'A'.

Detail

The Localism Act 2011 requires local authorities to prepare a Pay Policy Statement each year. The Pay Policy Statement must articulate the council's approach to the remuneration of chief officers on appointment, subsequent progression and any use of bonus or performance related pay. In preparing Pay Policy Statements, local authorities must have regard to any guidance issued or approved by the Secretary of State. In preparing this statement, regard has also been given to guidance issued by the former Department for Communities and Local Government.

The purpose of the statement is to provide transparency with regard to the council's approach to setting pay for its employees (except staff in schools), in particular its

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

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

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

The statement must set out:

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

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

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

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

Updated Pay Policy Statement

A proposed Pay Policy Statement for the financial year 2023/24 is provided at Appendix 'A' to this report. Rates effective from 1 April 2023 have been provided where these are known. Allowances and expenses and pension contribution rates will need updating, as will the pay scale at Annex 'A' when the Local Government Services pay award for 2023/24 has been agreed.

The Pay Policy Statement also takes account of the recommendations within the Hutton Review of Fair Pay in the Public Sector (March 2011) that 'government should not cap pay across public services, but should require that from 2011/12 all

public service organisations publish their top to median pay multiples each year to allow the public to hold them to account'. The statement therefore sets out the council's aim that the pay multiple between the median full-time equivalent salary and that of the Chief Executive will not exceed 1:16.

The pay multiple between the 2022 median full-time equivalent salary and that of the Chief Executive is 1:10.37, which represents a decrease from the figure (1:11.28) reported in the last Pay Policy Statement. This multiple is based on current salaries.

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

Foundation Living Wage

Full Council is asked to approve that the uplifted Foundation Living Wage rate of £10.90 per hour be applied, from 1 April 2023, to ensure that the council adjusts its Foundation Living Wage rate within six months of the national rate being updated.

The Employment Committee previously recommended, and Full Council approved, that a review of the method by which the council pays the Foundation Living Wage be undertaken by April 2023. This review is currently ongoing.

Consultations

The proposed Pay Policy Statement for 2023/24 has been shared with the recognised trade unions. The trade unions have also been consulted over the move to a supplement model for payment of the Foundation Living Wage.

Implications:

This item has the following implications, as indicated:

Risk management

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

Financial

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



Annual Pay Policy Statement 2023/24

(The Localism Act 2011)

Introduction

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

The following Pay Policy Statement has been approved by Full Council and will come into effect from 1 April 2023. This annual Pay Policy Statement will be subject to annual review and approval by Full Council by 31 March each year. In exceptional circumstances the statement may be reviewed/amended mid-year by the Full Council.

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

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

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

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

1. The Council's Pay and Grading Structure

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



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



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

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

2. Chief Officer Remuneration

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



relative size of the organisation, local and national market rates and the relationship with other posts within the grading structure.

- 2.4 Details of chief officers' basic salaries are set out below (salaries are as applicable at 1 April 2022, as a national pay agreement for 2023-24 for Local Government Services has not yet been reached). A structure chart identifying all posts covered by the statutory definition of chief officer posts is provided at Annex 4.

Chief Executive

The current basic salary package of the post of Chief Executive is £222,545 per annum, a single, spot salary (SCP 90).

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

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

Executive Directors

The current basic salary package for posts designated as Executive Director fall within a range of five incremental points between £133,837 (SCP 85) rising to a maximum of £145,285 (SCP 89).

The post of Executive Director of Education and Children's Services attracts a market supplement of £16,559 per annum, which is paid in addition to the salary for an Executive Director graded post.

The post of Executive Director Resources attracts a market supplement of £11,796 per annum, which is paid in addition to the salary for an Executive Director graded post.

The post of Executive Director of Adult Services and Health & Wellbeing attracts an additional payment of £12,155 per annum, in addition to the lease car cash equivalent sum set out at paragraph 2.7.1, which is paid in addition to the salary for an Executive Director graded role. This additional payment is a salary uplift due to the postholder being seconded to Lancashire and South Cumbria Integrated Care Board (LSC ICB) as Director of Health and Care Integration until 4 December 2025. This additional payment brings the overall package for the Executive Director/Director of Health and Care Integration in line with the NHS VSM grade. The postholder is working 80% of their time for the LSC ICB and 20% of their time with the council for the period of the secondment. They continue to hold the statutory Director of Adult Services role in relation to their council post. The LSC ICB

are paying 80% of the salary costs, superannuation costs and national insurance contributions, in addition to the full additional payment (salary uplift) for the duration of the secondment. A Deputy Executive Director of Adult Services post has been created, to deputise for the Executive Director of Adult Services and Health & Wellbeing. The salary grade for this post is Director 3 and further information about the salary package is set out below.

Director Grades

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

- Director Grade 1 (D1) - £88,574 (SCP 70) rising to £97,036 (SCP 74)
- Director Grade 2 (D2) - £98,919 (SCP 75) rising to £107,384 (SCP 79)
- Director Grade 3 (D3) - £118,433 (SCP 80) rising to £129,528 (SCP 84)

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

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

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

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

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

2.7 Other Remuneration Elements

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

- A lease car. The current maximum contribution by the council, based on the annual rental payable for any vehicle, is £6,000 (£6,500 for the Chief Executive); or,
- As an alternative to a lease car, or where engaged on a contract for less than three years, a chief officer may opt to receive a cash equivalent sum of £5,300 per annum (as at 1 April 2022) (this sum is subject to annual review);
- The council operates a policy of reimbursing the membership fees incurred by a chief officer in relation to membership of a professional body;

- Official business mileage undertaken by chief officers is reimbursed at the prevailing advisory rate set by HMRC in relation to company cars. This rate is calculated on the basis that it does not include any taxable profit and no national insurance contribution liability as the rate is intended to reflect actual fuel costs.
- Other allowances and expenses that chief officers may claim are as set out within the list provided at Annex 3 (Allowances and Expenses). The allowances and expenses that may be claimed are as applicable to other employees of the council.
- Chief officers are not permitted to claim any payable enhancements as documented at Annex 2 (for example, planned overtime payments or enhancements for weekend working).

2.7.2 To meet specific operational requirements it may be necessary in exceptional circumstances for an individual to temporarily take on additional duties or responsibilities. Where this is necessary and justified a temporary supplement to the salary scale for the grade must be approved in accordance with the council's agreed policy relating to honoraria and acting up payments.

2.8 Performance Related Pay/Bonus Scheme

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

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

2.9 Recruitment of Chief Officers

2.9.1 The council has delegated the appointment and dismissal of the Chief Executive (Head of the Paid Service), Executive Directors, the Monitoring Officer and the Chief Financial Officer (s.151 Officer), collectively referred to as 'senior officers', to the Employment Committee. The committee is also responsible for the appointment of Directors who hold the statutory responsibilities for Children's Services (the Executive Director of Education and Children's Services), Adult Services (the Executive Director of Adult Services and Health & Wellbeing) and Public Health (the Director of Public Health & Wellbeing).

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



the Full Council must also approve the appointment or dismissal before an offer of appointment is made or notice of dismissal is given.

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

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

The maximum amount payable under the relocation scheme is £8,258 net of VAT (as at 1 April 2022) plus an additional discretionary element of £2,000 is payable in exceptional circumstances. The Employment Committee has further discretion to agree to relocation allowances outside the provisions of the relocation scheme where they consider this to be reasonable and appropriate.

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

2.10 Payments on Termination of Employment

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

Redundancy payments, for both voluntary and compulsory redundancy, are based upon the statutory redundancy payments scale. Under the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006, the council does not



apply its discretion under Regulation 5 to base any redundancy payments on an employee's actual week's pay where this exceeds the statutory week's pay limit, nor does it apply its discretion under Regulation 6 to award lump sum compensation over and above that which is set out under the statutory redundancy payments scale. A week's pay does not include other payments (unless these are deemed to be contractual) nor does it include employer pension contributions.

Under Regulation 31 of the Local Government Pension Scheme Regulations 2013, the council may award additional pension of not more than £7,352 a year (as at 1 April 2022) in exceptional and justifiable circumstances.

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

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

2.11 Tax Avoidance Measures

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

3. **Lowest Paid Employees**

3.1 The lowest paid persons employed under a contract of employment with the council are employed on full time equivalent (37 hours) salaries in accordance with the minimum spinal column point currently in use within the council's grading structure (the Lancashire Pay Spine).

3.2 With effect from 1 April 2014 the council became a Foundation Living Wage employer. From 1 April 2023 all employees, with the exception of apprentices, will be paid a minimum of £10.90 per hour, which is the equivalent of £21,030 per annum. (This excludes staff in schools, as the decision as to whether to adopt the Foundation Living Wage sits with the individual Governing Body of each school). The council has committed to adjusting its Foundation Living Wage rate within six months of the national rate being updated, subject to Full Council approval.

3.3 As at 1 April 2023, the lowest grading level within the Lancashire Pay Spine is an apprentice grade, which is a single point salary of £20,258 per annum. This single point salary applies to apprentice posts, is a rate that came into effect on 1 April 2022 and will be uplifted in line with any national negotiated pay award that is agreed from 1 April 2023.



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

4.1 The relationship between the rate of pay for the lowest paid and chief officers is determined by the job evaluation process used for establishing the grading of posts and grade profiles/job descriptions as set out earlier in this policy statement.

4.2 Local authorities are recommended to publish the pay multiple between the highest paid employee and the median average earnings across the organisation. The current pay levels within the council define the multiple between the average full time equivalent salary (excluding chief officer posts) and the Chief Executive as being:

Median average 1:10.37 (figures based upon 2022 median average FTE salary of £21,968 and Chief Executive salary of £222,545 plus the £5,300 lease car cash equivalent sum).

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

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

The council's policy aim is for the multiple between the median salary and that of the highest paid officer to not exceed 1:16 (currently 1:10.37 based on 2022 salary data).

5. Accountability and Decision Making

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

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



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

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

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

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

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

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

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

- 6.3 It is a condition of the council's redundancy procedure that employees wishing to apply for voluntary redundancy must agree in writing that they will not apply for future employment with the council for a period of three years following the date of the termination of their former employment.
- 6.4 The council will not re-engage as a chief officer under a contract for services any former employee of the council who, on ceasing employment with the council, was in receipt of a severance payment, a redundancy payment or a pension from the council for a period of three years following the date of the termination of their former employment.

7. Pension Contributions



- 7.1 Where employees become members of the Local Government Pension Scheme, the council is required to make a contribution to the scheme representing a percentage of the pensionable remuneration due under the contract of employment of that employee. The rate of contribution is set by Actuaries advising the Lancashire Pension Fund and reviewed on a triennial basis in order to ensure the scheme is appropriately funded. The rate effective from 1 April 2023 is subject to ongoing consultation and will be added to the Pay Policy Statement when confirmed. This rate will be applicable for the full valuation period up to 31 March 2026.
- 7.2 The employee contribution rates for members of the Local Government Pension Scheme are reviewed on 1 April each year. The rates as effective from 1 April 2022 are as set out below:

Pensionable pay range	Employee contribution rate
Up to £15,000	5.5%
£15,001 to £23,600	5.8%
£23,601 to £38,300	6.5%
£38,301 to £48,500	6.8%
£48,501 to £67,900	8.5%
£67,901 to £96,200	9.9%
£96,201 to £113,400	10.5%
£113,401 to £170,100	11.4%
£170,101 or more	12.5%

Teachers' Pension Scheme (applicable to those employees whose pay and conditions of service are determined by the Joint Negotiating Committee for Youth and Community Workers) – rates effective from 1 April 2022

Annual salary rate	Employee contribution rate
Up to £29,187.99	7.4%
£29,188 to £39,290.99	8.6%
£39,291 to £46,586.99	9.6%
£46,587 to £61,742.99	10.2%
£61,743 to £84,193.99	11.3%
£84,194 and above	11.7%

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

NHS Pension Scheme (applicable to those employees who are able to retain membership of the NHS Pension Scheme) – rates from 1 October 2022. The Department of Health and Social Care (DHSC) has introduced changes to the amounts that members pay towards their NHS pension.



These are being phased in in two stages, starting on 1 October 2022 with further changes planned in 2023.

Pensionable salary range from 1 October 2022	Contribution rates from 1 October (based on actual pensionable pay)	Future planned contribution rates (based on actual pensionable pay)
Up to £13,246	5.1%	5.2%
£13,247 to £16,831	5.7%	6.5%
£16,832 to £22,878	6.1%	6.5%
£22,879 to £23,948	6.8%	6.5%
£23,949 to £28,223	7.7%	8.3%
£28,224 to £29,179	8.8%	8.3%
£29,180 to £43,805	9.8%	9.8%
£43,806 to £49,245	10%	10.7%
£49,246 to £56,163	11.6%	10.7%
£56,164 to £72,030	12.5%	12.5%
£72,031 and above	13.5%	12.5%

The current employer contribution rate is 20.6% (including the scheme administration charge), though employers in the Scheme have continued to pay 14.38% under a transitional arrangement in place for 2019/20 that continued in 2020/21, 2021/22 and 2022/23.



Grades			Annual £	Monthly £	Hourly £	Notes
Grade 1 164 - 229 NJC points		SCP 1	£20,258	£1,688	£10.50	Apprentice rate. * current FLW rate from 01/11/2022. Rate to be uplifted to £10.90 per hour from 01/04/2023.
	FOUNDATION LIVING WAGE (FLW)*	FLW*	£20,258	£1,688	£10.50	
Grade 3 255 - 299 NJC points		SCP 3	£20,812	£1,734	£10.79	
	Grade 4 300 - 359 NJC points	SCP 4	£21,189	£1,766	£10.98	
		SCP 5	£21,575	£1,798	£11.18	
		SCP 6	£21,968	£1,831	£11.39	
Grade 5 360 - 419 NJC points 158 - 186 Hay points		SCP 7	£22,369	£1,864	£11.59	
		SCP 8	£22,777	£1,898	£11.81	
		SCP 9	£23,194	£1,933	£12.02	
		SCP 10	£23,620	£1,968	£12.24	
		SCP 11	£24,054	£2,005	£12.47	
		SCP 12	£24,496	£2,041	£12.70	
	Grade 6 420 - 479 NJC points 187 - 222 Hay points	SCP 13	Currently Inactive			
		SCP 14	£25,409	£2,117	£13.17	
		SCP 15	£25,878	£2,157	£13.41	
		SCP 16	Currently Inactive			
		SCP 17	£26,845	£2,237	£13.91	
		SCP 18	Currently Inactive			
		SCP 19	£27,852	£2,321	£14.44	
		SCP 20	£28,371	£2,364	£14.71	
Grade 7 480 - 539 NJC points 223 - 264 Hay points		SCP 21	Currently Inactive			
		SCP 22	£29,439	£2,453	£15.26	
		SCP 23	£30,151	£2,513	£15.63	
		SCP 24	£31,099	£2,592	£16.12	
		SCP 25	£32,020	£2,668	£16.60	
	Grade 8 540 - 599 NJC points 265 - 313 Hay points	SCP 26	£32,909	£2,742	£17.06	
		SCP 27	£33,820	£2,818	£17.53	
		SCP 28	£34,723	£2,894	£18.00	
		SCP 29	£35,411	£2,951	£18.35	
		SCP 30	£36,298	£3,025	£18.81	
Grade 9 600 - 659 NJC points 314 - 373 Hay points		SCP 31	£37,261	£3,105	£19.31	
		SCP 32	£38,296	£3,191	£19.85	
		SCP 33	£39,493	£3,291	£20.47	
		SCP 34	£40,478	£3,373	£20.98	
		SCP 35	£41,496	£3,458	£21.51	
	Grade 10 660 - 719 NJC points 374 - 443 Hay points	SCP 36	£42,503	£3,542	£22.03	
		SCP 37	£43,516	£3,626	£22.56	
		SCP 38	£44,539	£3,712	£23.09	

		SCP 39	£45,495	£3,791	£23.58
Grade 11 720 - 779 NJC points 444 - 526 Hay points		SCP 40	£46,549	£3,879	£24.13
		SCP 41	£47,573	£3,964	£24.66
		SCP 42	£48,587	£4,049	£25.18
		SCP 43	£49,590	£4,133	£25.70
		SCP 44	£50,609	£4,217	£26.23
	Grade 12 780 - 849 NJC points 527 - 645 Hay points	SCP 45	£51,663	£4,305	£26.78
		SCP 46	£52,664	£4,389	£27.30
		SCP 47	£53,697	£4,475	£27.83
		SCP 48	£54,736	£4,561	£28.37
	Currently Inactive	SCP 49			
		SCP 50			
		SCP 51			
Grade 13 850 - 909 NJC points 646 - 765 Hay points		SCP 52	£60,369	£5,031	£31.29
		SCP 53	£61,468	£5,122	£31.86
		SCP 54	£62,572	£5,214	£32.43
		SCP 55	£63,255	£5,271	£32.79
		SCP 56	£64,457	£5,371	£33.41
		SCP 57	£65,659	£5,472	£34.03
	Currently Inactive	SCP 58			
		SCP 59			
		SCP 60			
	Grade 14 910 - 969 NJC points 766 - 909 Hay points	SCP 61	£70,832	£5,903	£36.71
		SCP 62	£72,157	£6,013	£37.40
		SCP 63	£73,477	£6,123	£38.09
		SCP 64	£74,549	£6,212	£38.64
		SCP 65	£76,009	£6,334	£39.40
		SCP 66	£77,462	£6,455	£40.15
		SCP 67			
	Currently Inactive	SCP 68			
		SCP 69			
		SCP 70	£88,574	£7,381	£45.91
D1 910 - 1065 Hay points		SCP 71	£90,687	£7,557	£47.01
		SCP 72	£92,804	£7,734	£48.10
		SCP 73	£94,920	£7,910	£49.20
		SCP 74	£97,036	£8,086	£50.30
		SCP 75	£98,919	£8,243	£51.27
	D2 1066 - 1194 Hay points	SCP 76	£101,037	£8,420	£52.37
		SCP 77	£103,154	£8,596	£53.47
		SCP 78	£105,271	£8,773	£54.56
		SCP 79	£107,384	£8,949	£55.66
D3		SCP 80	£118,433	£9,869	£61.39
		SCP 81	£121,207	£10,101	£62.82

1195 - 1339 Hay points		SCP 82	£123,979	£10,332	£64.26
		SCP 83	£126,753	£10,563	£65.70
		SCP 84	£129,528	£10,794	£67.14
	ED	SCP 85	£133,837	£11,153	£69.37
		SCP 86	£136,702	£11,392	£70.86
	1340 - 2060 Hay points	SCP 87	£139,562	£11,630	£72.34
		SCP 88	£142,425	£11,869	£73.82
		SCP 89	£145,285	£12,107	£75.31
CE		SCP 90	£222,545	£18,545	£115.35

Payable Enhancements

(Updated 7 November 2022)

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

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



	Working hours on that day - Full Day	
Shift Work – rotating shift/alternating shift	Time + 10%	Criteria to be met to qualify for payment set out below.
Split daily shifts (Split Duty)	Additional 5.202p per hour	Rate with effect from 1 April 2022. See definition below.
Standby payments	<p>Full week outside normal working hours – 20% enhancement on basic weekly pay subject to a minimum payment of £156.06.</p> <p>For periods of less than one week:</p> <p>Mon/Fri – enhancement based on 2% of a week's basic pay or a minimum payment of £17.34 whichever is the greater.</p> <p>Sat/Sun – enhancement based on 2% of a week's basic pay or a minimum payment of £17.34 whichever is the greater for each 12 hour period of duty.</p> <p>50% enhancement on rates outlined above for work on a bank holiday or extra statutory days.</p>	<p>Rates with effect from 1 April 2022.</p> <p>Where task undertaken has been evaluated then 20% of rate for the job is payable subject to a minimum payment of £156.06 per week.</p> <p>If called out, contractual overtime rates apply (see above).</p> <p>Employees graded above Scp 48 (or equivalent) will not be eligible to receive standby payments.</p> <p>Payment for Rostered Emergency Duty Scheme</p> <p>Employees who are designated by services to provide a guaranteed level of emergency cover in order to meet the requirements of the national standards for the Emergency Planning function will receive standby payments where they are required to provide a full week of emergency contact duty outside normal working hours.</p>
Emergency Call	Overtime rates payable (see above). Minimum	



Out	2 hours' payment will apply.	
First Aid payment	Designated First Aider - £104 per annum. Designated deputy First Aider - £52 per annum.	Not payable where requirement to provide first aid forms a part of core duties as this accounted for in the grade for the job.
Sleeping-in Duty Payment	£39.24	NJC rates apply. Rate with effect from 1 April 2022.
Tool Allowance	£8.20 per week	Lancashire agreed term and condition, increased in line with NJC for Local Government Services pay awards. Rate with effect from 1 April 2022.

Planned Overtime:

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

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

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

Employees Called Upon to Return to Work:

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



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

Employees paid above Scp 19 who are called upon to return to work in certain prescribed emergency situations, including the activation of intruder alarm systems, would receive a minimum payment per occasion of 2 hours at planned overtime rates. Appropriate travelling expenses are payable, with time in excess of 2 hours being calculated on the basis of the elapsed period between departure from home and arrival back home.

Night Work:

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

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

Shift Working:

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

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

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

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

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

Split Duty:

Employees, whose normal daily duty necessitates more than one attendance with a continuous break between attendances of not less than two hours, including the normal break, shall be paid an additional 5p per hour for all hours worked during such spread over duty. The payment shall not be taken into account in calculating



payments in respect of overtime and shall not apply to employees called upon to return to work or employees engaged on night work.

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

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

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



Allowances and Expenses

(Updated 1 December 2022)

Type of Allowance or Expense	Amount or Rate Payable	Effective Date	Additional Information
Subsistence allowances	The maximum amounts that can be claimed are as follows: Breakfast - £8.58 Lunch - £8.83 Dinner/Evening Meal - £14.61	1 April 2022 <u>Note:</u> These allowances will be increased as from 1 April each year by the annual increase in the Retail Price Index (RPI) published in the preceding November.	See Travel and Expenses Policy and Procedure for further details.
Meal charges for residential and allied staff (resident and non-resident staff)	Breakfast - £1.06 Dinner/Main Meals - £1.81 Tea - £0.50 Snack Supper - £0.82 ----- Total - £4.19 For ease of administration, these rates may be used on the following basis: Weekly - £29.63 Monthly - £128.46 Per Annum - £1,541.56	1 April 2022 <u>Note:</u> These charges are reviewed annually in line with movements in the appropriate sectors of the RPI.	The Green Book (Part 3 Paragraph 8) provides that arrangements in the former APT & C and Manual national agreements in relation to (i) free meals and (ii) accommodation and meal charges will remain in place unless and until alternative arrangements are agreed locally.
Overnight allowance (including London)	In exceptional circumstances, where it is not possible for the County Council to make a direct booking, the actual <u>receipted cost</u> of accommodation, including breakfast, will be reimbursed subject to the following maximum limits:	1 April 2022 <u>Note:</u> These allowances are linked to the Members' Allowance Scheme agreed by the County Council and will be updated in line with that scheme.	See Travel and Expenses Policy and Procedure for further details.



	<p>On business in London - £162.33</p> <p>On business outside London - £141.35</p>		
Expenses where employees are travelling outside Great Britain	<p>See Travel and Expenses Policy and Procedure for further details in respect of claiming for accommodation, travel (to/from the country) and hospitality.</p> <p>For all other expenses, including travel whilst abroad and subsistence expenses, a flat rate of £96.00 per day should be claimed and invoices/receipts need not be produced.</p>	<p>Flat rate amount effective from 1 April 2022</p> <p><u>Note:</u> The flat rate amount will be increased from 1 April each year by the annual increase in the RPI published in the preceding November.</p>	See Travel and Expenses Policy and Procedure for further details.
Relocation allowances	<p>Up to a maximum of £8,258 (net of VAT).</p> <p>The maximum allowance payable to any appointed employee will be the maximum allowance operating at the date of their appointment.</p>	<p>1 April 2022</p> <p><u>Note:</u> The revised allowance will operate from 1 April each year and will be based on the annual percentage increase in the RPI as at the preceding January.</p>	<p>Heads of Service may authorise the payment of relocation allowances.</p> <p>See Relocation Allowance Scheme for further details.</p>
<p>Mileage allowances</p> <p><u>Business mileage</u></p>	<p><u>Car Users</u></p> <p>45.0p per mile for the first 10,000 business miles in the tax year. 25.0p per mile for each business mile over 10,000 in the tax year.</p> <p><u>Motorcycles</u> 24.0p per mile.</p>	<p>1 July 2012</p> <p><u>Note:</u> These rates will be updated in line with any changes to the HMRC rates.</p>	<p><u>Car, Motorcycle and Bicycle Users</u> Business mileage is reimbursed at the HMRC approved mileage rates.</p>



	<p><u>Bicycles</u> 20.0p per mile.</p> <p><u>Car Contract Hire Users</u> Variable. See 'Additional Information' (opposite).</p>	<p>1 April 2012</p> <p><u>Note:</u> The County Council will apply any new rates at the beginning of each calendar quarter – on 1 March, 1 June, 1 September and 1 December – in line with HMRC timescales.</p>	<p><u>Car Contract Hire Users</u> Business mileage for car contract hire users (including all employees graded Director 1 and above on the Lancashire Pay Spine in receipt of a lease car or cash equivalent sum) is reimbursed at the HMRC advisory fuel rates for company cars, details of which can be found at https://www.gov.uk/government/publications/advisory-fuel-rates.</p> <p>This mileage rate will apply to all mileage undertaken by car contract hire users.</p>
<p><u>Training mileage</u></p>	<p><u>Car Users</u> 14.0p per mile.</p> <p><u>Motorcycles</u> 14.0p per mile.</p>	<p>1 December 2022</p> <p><u>Note:</u> The County Council will apply any new rates at the beginning of each calendar quarter – on 1 March, 1 June, 1 September and 1 December – in line with HMRC timescales.</p>	<p><u>Training Mileage</u> The training mileage rate is in line with the minimum HMRC advisory fuel rate for a petrol engine car, details of which can be found at https://www.gov.uk/government/publications/advisory-fuel-rates.</p>
<p><u>Excess travel mileage</u></p>	<p><u>Car Users</u> 14.0p per mile.</p> <p><u>Motorcycles</u> 14.0p per mile.</p>	<p>1 December 2022</p> <p><u>Note:</u> The County Council will apply any new rates at the beginning of each calendar quarter – on 1 March, 1 June, 1 September and 1 December – in line with HMRC timescales.</p>	<p><u>Excess Travel Mileage</u> Excess travel mileage is the difference in mileage between home and current workbase and home to new workbase. See Compensation Payments Policy for further details.</p> <p>The excess travel mileage rate is in line with the minimum HMRC advisory fuel rate for a petrol engine car, details of which can be found at http://www.gov.uk/government/publications/advisory-fuel-rates.</p> <p>Excess travel will not be included in the calculation of the business</p>



			mileage threshold for car users.
Travelling expenses for medical examinations	See 'Excess Travel Mileage Rate' (above)	1 July 2012	When employees have travelled to attend medical examinations at the Authority's request reimbursement will, depending upon the mode of travel, either be at the appropriate public transport rate or at the prevailing mileage rate applicable for excess travel.
DSE users – reimbursement of cost of eyesight tests and spectacles	The maximum amount of reimbursement is: For eyesight tests - £25.00 For spectacles - £49.00	1 May 2022	See DSE Guidance on Eye and Eyesight Tests.
Allowances for first aid qualifications	For designated first aid representatives - £104 per annum For designated deputy first aid representatives - £52 per annum This allowance will not be payable where the requirement to hold a first aid qualification forms part of an employee's core duties and responsibilities.	N/A	Heads of Service have delegated authority to approve the number of first aiders and the payment of the appropriate First Aid allowance. See Guidance on the Health and Safety (First Aid) Provision.
Payment of prescription charges for inoculation against Hepatitis 'B'	Cost of prescription/Hepatitis 'B' inoculation.	N/A	Reimbursement of prescription charges is available for inoculation against Hepatitis 'B', on the recommendation of a General Practitioner following medical assessment, for employees whose work brings them into contact with Hepatitis 'B'.
Laundry expenses – tax relief	Tax relief – claim to be submitted to HM Revenue and Customs.	N/A	Where employees are issued with items of uniform/protective clothing that the County Council expects the employee to launder at regular intervals for reasons of cleanliness, hygiene, safety or appearance, they can make a claim to HM Revenue and Customs for tax relief. Further information can be found at https://www.gov.uk/tax-relief-for-employees .
Long service award	Up to a maximum of £314.00	1 July 2021	See Recognition of Long Service Policy for further details.



	(excluding VAT)	<u>Note:</u> This amount will be increased in value every two years in line with inflation.	
Professional body membership fees	<p>For employees graded Director 1 and above on the Lancashire Pay Spine:</p> <p>Cost of professional body membership fee, expenses and paid leave of absence in connection with membership and attendance at meetings of one professional body (not a trade union or an organisation that has the objectives of a trade union).</p> <p>In addition, the Chief Executive may approve the payment of one additional fee to a separate body where it is considered to be in the interest of the County Council for membership to be maintained. In the case of the Chief Executive, the payment of an additional fee would be at the discretion of the Leader of the Council.</p>	N/A	<p>This is a former Chief Officer term and condition of employment and as such only applies to employees graded Director 1 and above on the Lancashire Pay Spine.</p> <p>Membership of the professional body and attendance at the meetings must be seen as being beneficial to the County Council.</p>
Returning officer fee	<p>Applies to the Chief Executive only:</p> <p>The fee payable is calculated in accordance with a formula approved by Full Council, currently 15% of the total fees payable to Deputy Returning Officers employed by District</p>	N/A	The Chief Executive acts as Returning Officer for all Council elections. This additional allowance is payable in relation to the overall supervision and ultimate responsibility for the conduct of Council elections.



	Councils (which are based on a set amount for each councillor to be elected, currently £71.25).		
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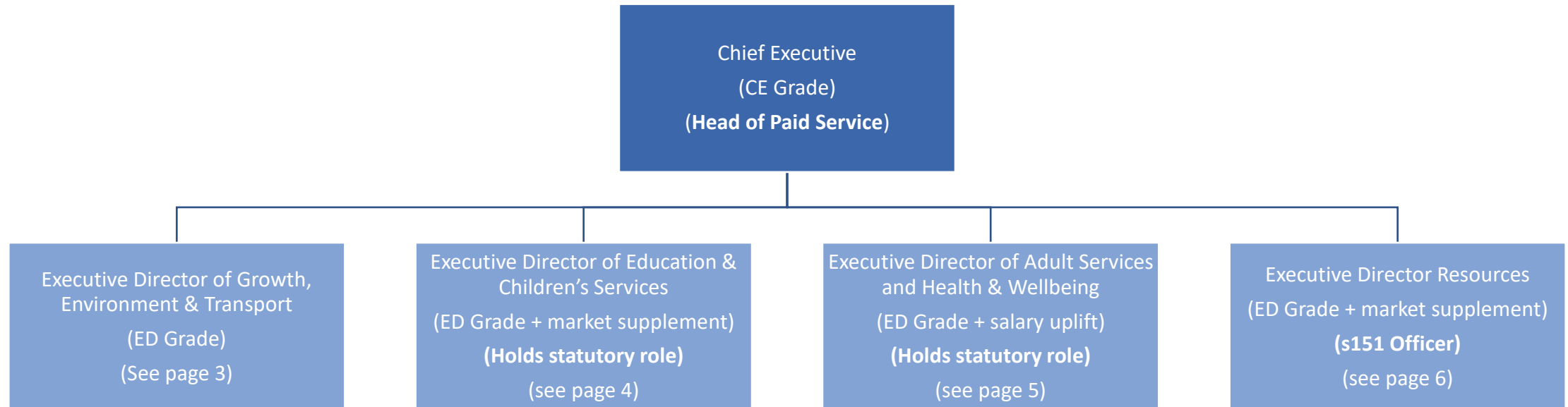




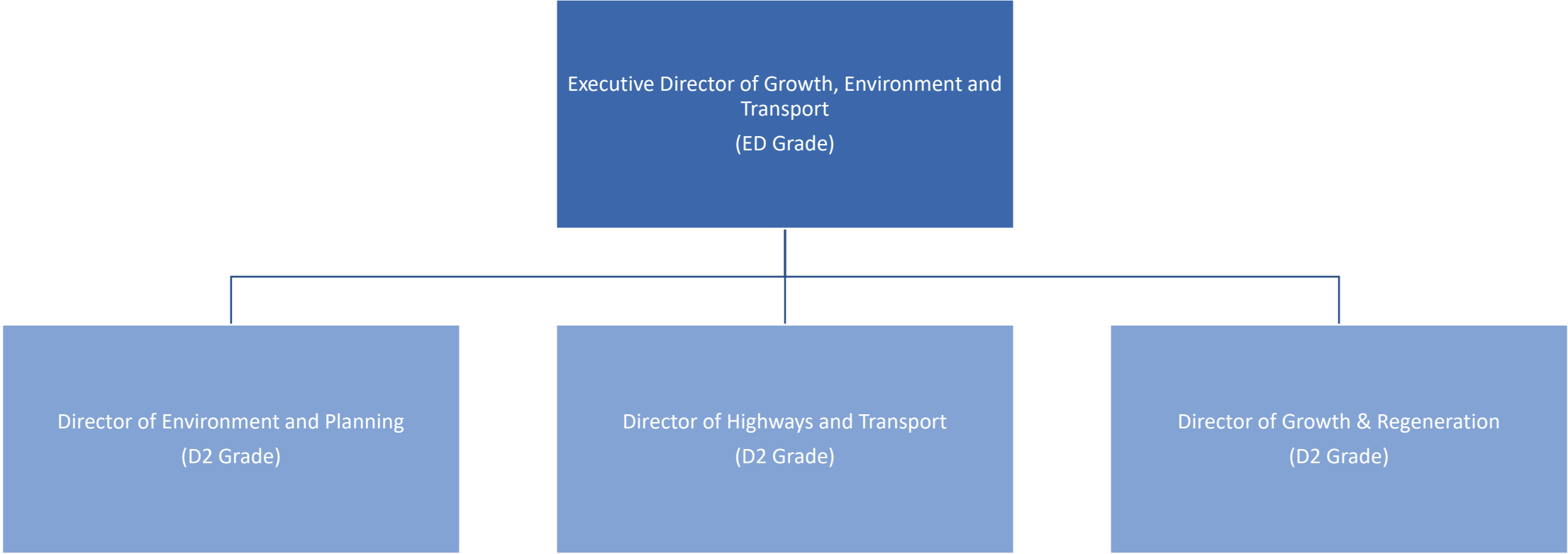
Chief Officer Structure with Grades

1 April 2023

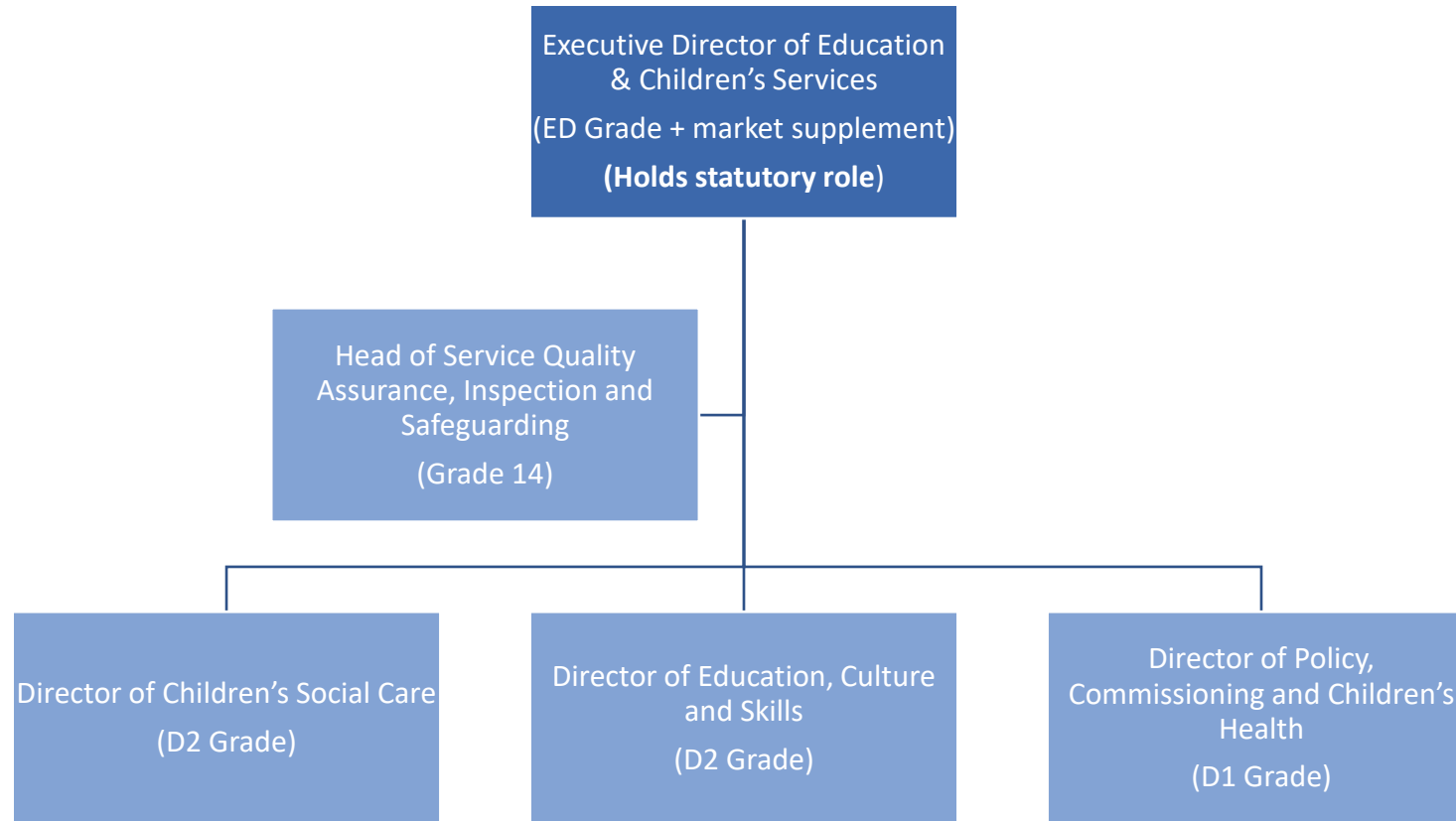
Chief Executive and Executive Directors



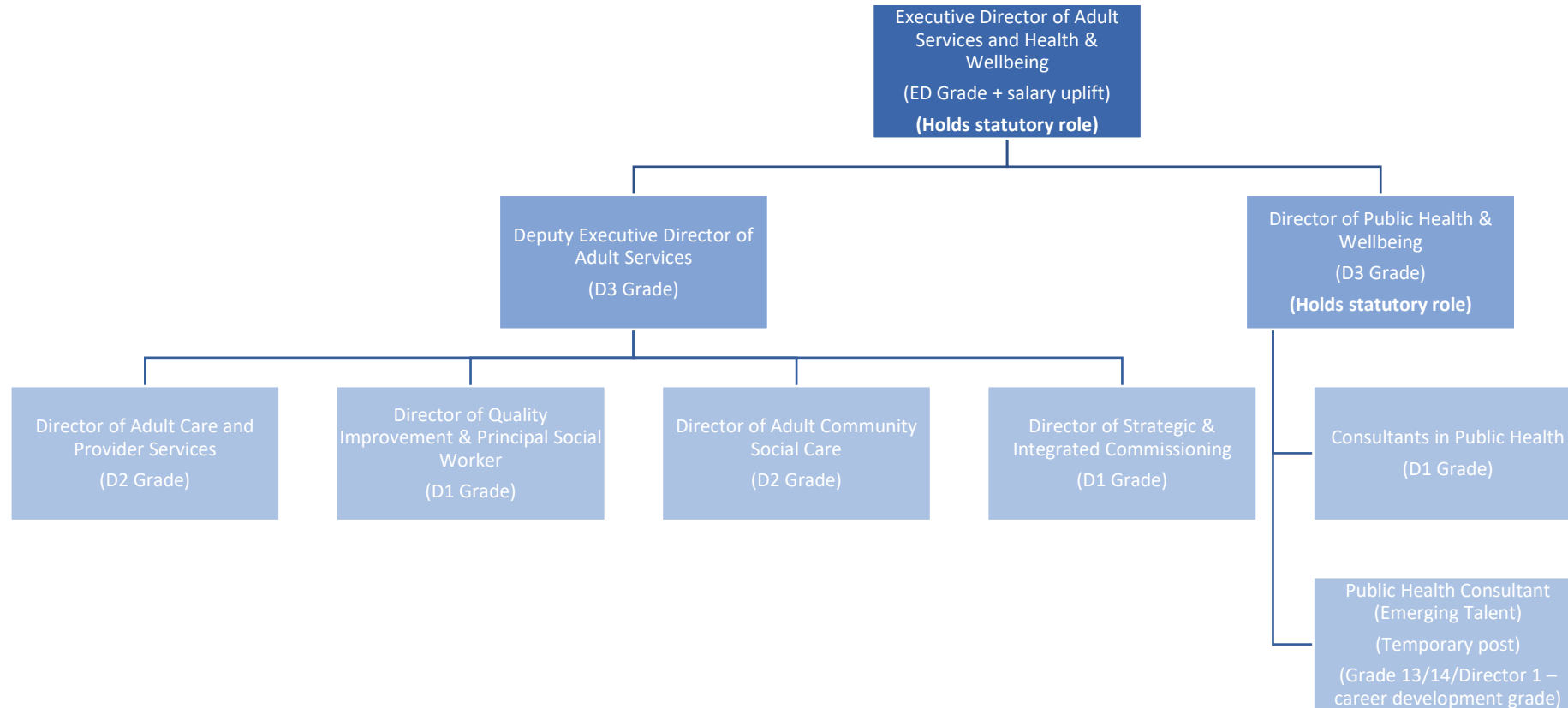
Growth, Environment and Transport Directorate



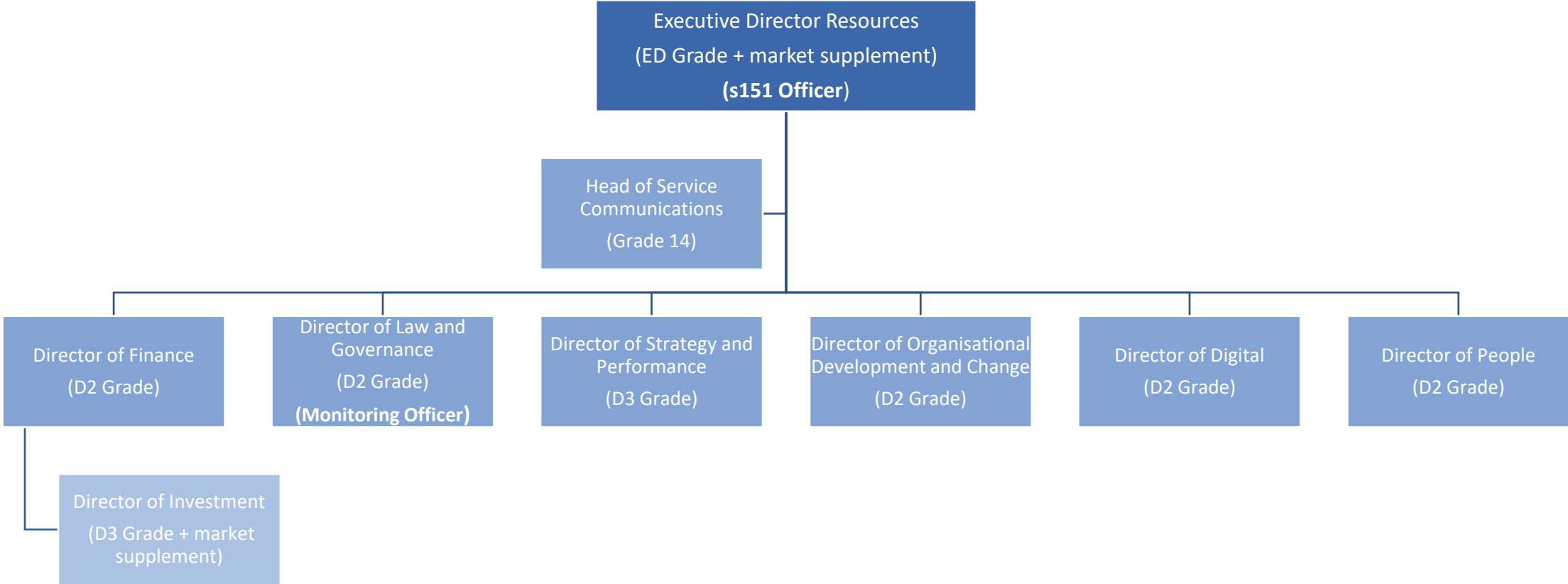
Education and Children's Services Directorate



Adult Services and Health & Wellbeing Directorate



Resources Directorate



Meeting of the Full Council
Meeting to be held on Thursday, 23 February 2023

Report submitted by: Director of Corporate Services

Part A

Electoral Division affected:
None;

Corporate Priorities:
N/A;

Members' Allowance Scheme 2023/24
(Appendix 'A' refers)

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

Brief Summary

This report sets out the proposed Members' Allowance Scheme for 2023/24.

Recommendation

Full Council is asked to approve the 2023/24 Members' Allowance Scheme, as presented at Appendix 'A'.

Detail

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

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

The existing Members' Allowance Scheme provides for an annual adjustment of allowances in accordance with specified indices (as shown below) and given that no other changes are proposed, the Full Council can approve a Scheme for 2023/24 without a meeting of the Independent Remuneration Panel having to be convened.

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

Attached at Appendix 'A' is the proposed Members' Allowance Scheme for 2023/24.

The Full Council will note that the allowances mentioned at 1. above have not been updated as the employee pay settlement for 2023/24 has yet to be determined. Therefore 2022/23 allowances will remain effective until the annual pay award has been settled. Once this is confirmed, the increase will be backdated to 1 April 2023.

The allowances mentioned at 2. above have been increased by 10.7%, in line with the Consumer Price Index (as of November 2022), but the allowances mentioned at 3. above remain unchanged as the HMRC rates have not changed from 2022/23.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Financial

The costs of the Members' Allowance Scheme will be funded from the 2023/24 Members' budget.

Risk management

No significant risks have been identified.



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

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A



Lancashire County Council

Members' Allowance Scheme

1.0 Background

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

- 1.1 This Scheme shall have effect for the period 1 April 2023 to 31 March 2024 and subsequent years.
- 1.2 The County Council is required to convene a panel of independent persons, the Independent Remuneration Panel, and have regard to its recommendations on the allowances that are paid.
- 1.3 Each year the County Council has to publish details of its Scheme, and the amounts paid to each Councillor under the Scheme. The record is open to inspection by any local government elector for the County Council's area during normal working hours, and electors are entitled to make a copy of any part of the record.

2.0 Scheme Definitions

- 2.1 In this Scheme:

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

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

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

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

3.0 Allowances General

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

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

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

4.0 Basic Allowance

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

5.0 Special Responsibility Allowance

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

6.0 Dependants' Carer's Allowance

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

- (d) Not be payable unless the carer has been cleared by the Disclosure and Barring Service.

6.3 The Dependants' Carer's Allowance may be claimed where the actual expenditure has been incurred in connection with the Approved Duties that apply to claims for travel as detailed in Schedule 'D' of this Scheme.

7.0 Co-optees Allowance

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

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

8.0 Travelling Allowances

8.1 A Councillor including the Chairman and Vice-Chairman of the County Council, and or Co-opted member shall be entitled to receive Travelling Allowances for journeys made within the County of Lancashire only. Travelling Allowances will only be paid for journeys made beyond Lancashire in exceptional circumstances, which shall be approved by the Cabinet Member with responsibility for Members Allowances (See Schedule 'E' - Annex 2).

8.2 Subject to paragraph 8.1 above, a Councillor including the Chairman and Vice-Chairman of the County Council, and or Co-opted member shall be entitled to receive Travelling Allowances at the rates specified in Schedule C.

8.3 Appropriate receipts **must** be obtained and retained in respect of any claims made by a Councillor or Co-opted member for the reimbursement of public transport and taxi fares (See Schedule 'E' – Annex 2), car parking fees and other incidental expenses.

8.4 Receipts must be retained for 3 years following the financial year in which the expenses were incurred.

8.5 A Councillor or Co-opted member must produce his/her receipts if required by claim processing officers, as well as internal or external auditors.

8.6 Each Councillor or Co-opted member shall agree with the Director of Corporate Services a fixed mileage for journeys between his/her home address and County Hall for the purpose of verifying travel expense claims. The schedule of agreed and approved mileages will be updated following the Director of Corporate Services being notified of a change of address.

9.0 Renunciation

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

10.0 Adjustments to Entitlements in Year

- 10.1 The provisions of this paragraph apply in relation to the entitlement of a Councillor to Allowances where, in the course of a year:
- (a) The scheme is amended.
 - (b) A person becomes, or ceases to be, a Councillor.
 - (c) A Councillor accepts or relinquishes a special responsibility in respect of which a Special Responsibility Allowance is payable.
 - (d) A Councillor is suspended or partially suspended from his/her responsibilities or duties as a Member of the County Council.
- 10.2 If, during the year, the Scheme is amended and this results in a change to a Councillor's entitlement to Special Responsibility Allowance and/or Basic Allowance, the actual entitlement shall be based on:
- (a) A proportion of the original annual Allowance based on the number of days up to the date of amendment plus
 - (b) A proportion of the revised annual Allowance based on the number of days from the date of amendment.
- 10.3 When the term of office of a Councillor either begins and/or ends during the course of a year, the entitlement to Basic Allowance shall be based on the number of days in office during that year. Similar pro rata entitlements will apply in situations where Basic Allowance is amended under sub-paragraph 10.2 above.
- 10.4 Where, for a part of the year, a Councillor has such special responsibilities as specified in this Scheme, the entitlement to Special Responsibility Allowance shall be based on the number of days during that year that the Councillor has held such special responsibilities, such entitlement being pro rata to a full year. Similar pro rata entitlement will apply in situations where Special Responsibility Allowances have been amended under sub-paragraph 10.2 above.
- 10.5 Where a Councillor is suspended or partially suspended from his/her responsibilities or duties as a Member of the County Council in accordance with Part III of the Local Government Act 2000 (or Regulations made under that Part), the part of the Basic, Special

Responsibility, Travel Allowances payable in respect of the period of suspension may be withheld by the County Council.

11. Submission of Claims

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

12.0 Payment of Allowances

- 12.1 Payments of Basic Allowance and Special Responsibility Allowance shall be made monthly on the last working day of each month.
- 12.2 Claims for Travel and Dependants' Carer's Allowances which are received by Democratic Services on or before the 4th day of each month shall be paid on the last working day of that month.
- 12.2 The monthly amount payable in respect of the Basic Allowance and a Special Responsibility Allowance shall be one-twelfth of the annual allowance(s) specified in this Scheme and subject to paragraphs 9 and 10.0 above.

13. Scheme Amendments

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

14. General Information

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

Lancashire County Council
Members' Allowance Scheme
Schedule 'A'

1.0 Basic Allowance

1.1 An annual Basic Allowance of £11,612* is payable to each Councillor.

2.0 Special Responsibility Allowance

2.1 Based on an annual Special Responsibility Allowance total of £472,711 the actual individual Allowances are detailed in Schedule 'B'. The amounts quoted in Schedule 'B' are in respect of a full year term of office.

3.0 Dependants'/Carer's Allowance

3.1 Payment of a Dependants'/Carer's Allowance, as provided for in Paragraphs 6.1 to 6.3 of this Scheme, shall be based on actual receipted expenditure subject to a maximum hourly rate of £7.97. Total payments in any one year shall not exceed £1,674.

4.0 Travelling Allowances

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

5.0 Chairman and Vice-Chairman of the County Council Allowances

5.1 An annual Allowance of £17,411 is payable to the Chairman of the County Council and the Vice-Chairman shall receive an annual allowance of £8,706.

**to be uplifted following confirmation of the employee pay settlement for 2023/24, with effect from 1 April 2023.*

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

Position		Amount *£	% of Leader	
Leader		34,836	100.00	
Deputy Leader		24,385	70.00	
Cabinet Members	8@	19,160	55.00	
Lead Members	5@	9,579	27.50	
Champions	6@	6,097	17.50	
Chairs	Overview & Scrutiny	4@	8,709	25.00
	Corporate Parenting Board		8,709	25.00
	Development Control		8,709	25.00
	Pension Fund		8,709	25.00
	Regulatory		8,709	25.00
	Audit, Risk and Governance		8,709	25.00
	Lancs County Dev Ltd		8,709	25.00
Deputy Chairs	Overview & Scrutiny <i>(This is the % of the amount paid to a chair of Overview & Scrutiny Committees)</i>	4@	4,094	47.00
Majority Group	Secretary		5,225	15.00
	Whip		5,225	15.00
Largest Opposition Group	Leader		19,160	55.00
	Deputy Leader		9,579	27.50
	Secretary		3,484	10.00
	Whip		3,484	10.00

**to be uplifted following confirmation of the employee pay settlement for 2023/24, with effect from 1 April 2023.*

Lancashire County Council

Members' Allowance Scheme

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

Travelling by Private Vehicle

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

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

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

Overnight Accommodation

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

In exceptional circumstances where it is not possible for the County Council to make a direct booking on behalf of a Councillor or Co-opted member, the actual receipted cost of accommodation, will be reimbursed to the Councillor or Co-opted member. Such reimbursement will be subject to a maximum allowance per night of £179.70 for London and £156.47 elsewhere in the UK.

Travel Abroad

For Councillors or Co-opted members travelling outside Great Britain on approved duties (including, for the purpose of this section, travelling in Northern Ireland), a flat daily rate of £86.78 will be provided to cover costs incurred on transport whilst actually abroad. An unused portion of this allowance must be returned to the County Council.

Lancashire County Council

Members' Allowance Scheme

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

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

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

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

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

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

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

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

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

Lancashire County Council

Members' Allowance Scheme

Schedule 'E' – Supporting Guidance

Annex 1 - Contacts, Enquiries and Other General Matters

If Councillors or Co-opted members:

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

Cases of Uncertainty

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

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

Attendance Record

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

Record of Payments

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

Annex 2 - Travelling Allowances - Additional Guidance and Provision

General

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

Travel by public transport

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

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

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

Travel by Private Vehicle

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

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

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

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

Travel by Taxi

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

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

Overnight Accommodation

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

Travel Abroad

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

Annex 3 - Taxation

PAYE

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

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

Tel: 0300 200 3300

Address:

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

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

The Dependants'/Carer's allowance is also subject to tax.

Annex 4 - National Insurance

General Liability for National Insurance Contributions

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

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

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

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

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

Persons of Pensionable Age

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

Married Women and Widows

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

Dual Employment etc.

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

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

Annex 5 - Insurance Arrangements

Liability Insurance

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

Personal Accident Insurance

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

The benefits provided by this policy are as follows:

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

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

Notes

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

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

Motor Vehicle Insurance

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

Meeting of the Full Council
Meeting to be held on Thursday, 23 February 2023

Report submitted by: Chief Executive and Director of Resources

Part A

Electoral Division affected:
(All Divisions);

Corporate Priorities:
N/A;

Financial Threshold for Key Decisions

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

Brief Summary

The Council is required, each year, to specify the financial threshold above which decisions should be treated as Key Decisions as defined in Standing Order 19 (1) (a).

Recommendation

It is recommended that Full Council confirms that the financial threshold for Key Decisions, for the purposes of Standing Order C19 (1) (a), be increased to £2m for 2023/24.

Detail

The council's constitution requires that the council sets a financial threshold beyond which a transaction is determined as a key decision. It is required to do this annually ahead of the start of the new financial year.

A key decision means an executive decision which is likely:

- (a) to result in the council incurring expenditure which is, or the making of savings which are, significant having regard to the council's budget for the service or function which the decision relates; or

- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the council.

In the case of (a), a decision with a significant financial impact on the county council, the current threshold is £1.8m.

The current threshold of £1.8m was approved by Full Council in February 2022 for 2022/23. The Chief Executive and Director of Resources has, in consultation with Legal and Democratic Services, reviewed the financial threshold for key decisions. The recommendation arising from the review is that the threshold be increased to reflect compound Retail Price Index inflation. It is proposed, therefore, that the threshold for 2023/24 be increased to £2m.

Consultations

N/A

Implications:

This item has no significant implications for the council.

Local Government (Access to Information) Act 1985

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A



Meeting of the Full Council
Meeting to be held on Thursday, 23 February 2023

Report submitted by: Director of Corporate Services

Part B

Electoral Division affected:
(All Divisions);

Corporate Priorities:
N/A;

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

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

Brief Summary

The report of the Cabinet from its recent meetings is attached at Appendix 'A'.

This includes the following meetings:

- 19 January 2023
- 2 February 2023

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

This report also presents details of urgent key decisions taken since the last meeting of Full Council, in accordance with Standing Order C22.

Recommendation

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

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

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A

Meeting of the Cabinet (19 January 2023)

Chair: County Councillor Alan Vincent

Part I (Open to Press and Public)

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.

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.

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.

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.

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.

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.

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).

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.



Revised Estate Road Specification

Cabinet considered a report on the revised update of the Estate Road Specification.

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.

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.

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.

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.

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.

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.

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.

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.

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.

Meeting of the Cabinet (2 February 2023)

Chair: County Councillor Phillippa Williamson

Part I (Open to Press and Public)

South Lancaster to M6 Road Scheme: Link Road and Park and Ride Facility

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

Resolved: That

- i. The provision of the altered Link Road (Appendix 'A' of the report) and alternative site for a Park and Ride facility (Appendix 'B' of the report), be approved;
- ii. The route, as shown at Appendix 'A' of the report, be approved and adopted as the route of the Link Road;
- iii. 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), be approved;
- iv. 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 be authorised, prior to approval and sealing and making of the formal Orders and Schemes; and
- v. 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, be approved.

Corporate Performance Report - 2022/23 Quarter 3

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

- Delivering better services



- Protecting our environment
- Supporting economic growth
- Caring for the vulnerable

This report covered quarter 3 of 2022-23.

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

Money Matters Quarter 3 Report 2022/23

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

Resolved: That

- i. Full Council on 9 February 2023 be asked 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. The revised funding gap of £9.501m in 2023/24 be noted and Full Council on 9 February 2023 be asked for this to be met from the uncommitted transitional reserve;
- iii. Full Council on 9 February 2023 be asked for an indicative capital delivery programme of £239.859m in 2023/24;
- iv. 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, be noted; and
- v. The advice of the council's Chief Finance Officer with the regard to the robustness of the budget and the adequacy of reserves, be noted.
- vi. Full Council on 9 February 2023 be asked to increase the Local Member Grant budget by £500 for each Member for the 2023/24 financial year only, in recognition of the Coronation of His Majesty King Charles III on 6 May.

Capital Strategy for Schools – Condition Led Capital Investment Programme 2023/24

Cabinet considered a report that proposed the allocations of school's capital funding to address a further phase of high priority building condition repairs on Community, Voluntary Controlled and Maintained Schools in Lancashire.

Resolved: That

- i. The proposed list of maintenance schemes in Lancashire schools, as detailed at Appendix 'A' of the report, totalling £13.977m be approved as a further phase of high priority school repairs, subject to the grant settlement being £14.000m; and



- ii. The Executive Director for Education and Children's Services, the Director of Strategy and Performance and the Director of Finance be authorised, in consultation with the Cabinet Member for Education and Skills, to approve any adjustments necessary once the final funding settlement is announced.

Oliver's Place and Pittman Way, Preston - Bus Service Improvement Plans

Cabinet considered a report that proposed additional lengths of No Waiting At Any Time on Oliver's Place and Pittman Way, Preston.

Resolved: That 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' of the report, be approved.

Transforming Friargate North and Ring Way - Various Orders and Approvals

Cabinet considered a report that proposed 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.

Resolved: That the following, as set out in full in the draft orders and proposals at Appendix 'D' of the report, be approved:

- 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 the report and as set out in the Draft Orders at Appendix 'D' of the report, 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 introduction of bus stop clearways on Corporation Street;
- iii. The introduction of speed cushions on Wellfield Road and Ashton Street;
- iv. 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; and
- viii. The making of Road Traffic Regulation Act 1984 Lancashire County Council (Friargate North Area, Preston, Preston City) (20mph Speed Limit) Order 2023.



Adult Social Care - Provider Fees Uplift 2023/24

Cabinet considered a report that set out the county council's proposed fee uplifts for adult social care services for 2023/24, the financial impact of which had been reflected in the Medium-Term Financial Strategy.

Resolved: That the following uplifts be approved, with effect from 3 April 2023:

	Market area	Proposed increase
1	Residential and nursing care	
	Weekly older people's approved residential care rates	
	<ul style="list-style-type: none"> ▪ Nursing Standard 16% * ▪ Nursing Dementia 16% * ▪ Residential Standard 20% ^ ▪ Residential Higher 16% * ▪ Residential Dementia 16% * 	
	<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"> ▪ Mental Health and Learning Disability Residential/Nursing 10.86% ▪ Council Run Residential Self Funder Rate 10.86% 	
	Residential and nursing care – All other client groups	10.86%
2	Homecare (all client groups)	
	<ul style="list-style-type: none"> ▪ Off framework providers Per contract ▪ Framework providers 12.62% 	
3	Supported Living	
	<ul style="list-style-type: none"> ▪ Waking hour rate 9.41% ▪ Sleep in rate (per shift) 9.41% 	
4	Extra Care	
	<ul style="list-style-type: none"> ▪ Sheltered schemes with 24 hour domiciliary care 9.41% ▪ Other schemes including purpose built Extra Care 9.41% 	
5	Direct Payments	9.41%
6	Carers	10.10%
7	Shared Lives	10.10%
8	Day Care	10.35%



9	Respite and Individual Service Funds	Uplift in line with relevant service (e.g. homecare/residential care)
10	Intermediate Care covering the following services: <ul style="list-style-type: none"> - Reablement - Home First - Hospital Aftercare - Crisis 	9.41%
11	Discharge to assess residential and nursing placements	No automatic uplift
12	Roving Nights	9.41%
13	Prescription Equipment	10.1%

Joint Policy for the Management of Section 117 Aftercare, Reviews and Discharge

Cabinet considered a report on the Joint Policy for the Management of Section 117 Aftercare, Reviews and Discharge

Resolved: That the Joint Policy for the Management of Section 117 Aftercare, Reviews and Discharge, as set out at Appendix 'A' of the report, be approved.

Children and Young People's Participation Strategy

Cabinet considered a report on the Children and Young People's Participation Strategy.

Resolved: That

- i. The Lancashire Children and Young People's Participation Strategy, as set out at Appendix 'A' of the report, be approved; and
- ii. 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.



Co-ordinated Admissions Scheme 2024/2025 - Determination of the Qualifying Scheme

Cabinet considered a report on 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.

Resolved: That

- i. Approval be given for the scheme listed at Appendix 'A' of the report, and its accompanying timetable in Appendix 'B' of the report, to be adopted as the qualifying scheme for admissions to Lancashire primary and secondary schools and academies for 2024/2025; and
- ii. The Executive Director of Education and Children's Services be authorised to secure the adoption of the scheme by the governing body of each Lancashire voluntary aided and foundation school and academy, in order to inform the Secretary of State for Education that a scheme had been introduced in Lancashire.

Determination of Admission Arrangements for Community and Voluntary Controlled Primary and Secondary Schools and Sixth Forms for the School Year 2024/2025

Cabinet considered a report on the determination of the admission arrangements for community and voluntary controlled primary and secondary schools and sixth forms schools for the school year 2024/2025.

Resolved: That

- i. 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' of the report, be approved;
- ii. The issues raised by Community and Voluntary Controlled Governing Bodies and the Community be noted, and approval be given to the recommendations set out in response, as set out in Appendix 'E' of the report; and
- iii. The admission numbers and criteria for admission set out at Appendices 'A', 'B', 'C' and 'D' of the report be approved, to constitute the Authority's admission arrangements for 2024/2025.

Determination of Home to School Transport Policy - Academic Year 2024/2025

Cabinet considered a report on the annual review of the Home to School Transport policy. It was noted that there were no changes to the determined policy for the academic year 2024/2025.

Resolved: That the Home to School Transport Policy for the academic year 2024/2025 as set out at Appendix 'A' of the report, be approved.



Update on the School Place Planning Delivery Programme 2023-25

Cabinet considered a report that provided an update on the School Place Planning Delivery Programme for 2023-25 and sought approval of projects identified to address the projected shortfall of primary and secondary school places.

Resolved: That

- i. The following be approved:
 - a. 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.
 - b. The capital allocation for the Newton Bluecoat Church of England Primary school project set out at Appendix 'A' of the report.
 - c. The statutory consultation on a proposed enlargement scheme in Brierfield primary planning area.
 - d. 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.
 - e. The capital allocation for the Lea Community Primary School project set out at Appendix 'A' of the report.
 - f. 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.
 - g. 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.
 - h. The capital allocation set out at Appendix 'A' of the report 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.
 - i. The capital allocation set out at Appendix 'A' of the report 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.
 - j. 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.
 - k. The capital allocation for the Longridge High School project set out at Appendix 'A' of the report.
 - l. The capital allocation set out at Appendix 'A' of the report 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.



- m. The capital allocation set out at Appendix 'A' of the report 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.
- ii. The ongoing consultations for a proposed new primary and secondary school in Preston, be noted.

Part I (Open to Press and Public) - Item of Urgent Business

Sustainability - Funding to Support the Adult Care Market

Cabinet considered a report that proposed to provide financial support to providers of adult social care who contract with Lancashire County Council.

It was noted that the reason for urgency of the report was due to the decision on the overall use of Discharge funding only being made recently through external NHS governance, and the urgency of the support required by the care market in order for providers to utilise the monies to maintain support levels and meet demand for care and support.

Resolved: That

- i. The utilisation of the following funding be approved:
 - a. £1.2m Fair cost of care funding available for 2022-23.
 - b. £0.6m Discharge funding to support the provider market.
- ii. Approval be given to use the recommended mechanism as detailed within the report, for the allocation of funding to providers.
- iii. 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.

Part II (Not Open to Press and Public)

Contract Extensions: Supported Accommodation – Young People's & Combined Families Services

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

Cabinet considered a report on the proposed contract extension of the Supported Accommodation for Young People's and Combined Families' Services block contracts.



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



Urgent Key Decisions

It is a requirement of Standing Order C22 that any urgent Key Decision taken under the provisions of Standing Order C21 must be reported to Full Council for information.

The following urgent Key Decision was taken by Cabinet at its meeting on 2 February 2022:

- Market Sustainability - Funding to Support the Adult Care Market

Meeting of the Full Council
Meeting to be held on Thursday, 23 February 2023

Report submitted by: Director of Corporate Services

Part B

Electoral Division affected:
None;

Corporate Priorities:
N/A;

The Urgency Committee
(Appendix 'A' refers)

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

Brief Summary

The report attached at Appendix 'A' sets out details of the decisions taken by the Director of Corporate Services (Monitoring Officer) under the county council's urgent business procedure on behalf of the Urgency Committee. It also sets out details of the meeting of the Urgency Committee on 19 January 2023.

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

Recommendation

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

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

Paper Date Contact/Tel

None

Reason for inclusion in Part II, if appropriate

N/A



Report of the Urgency Committee Decision Date: 6 January 2023

Decision Taker: Director of Corporate Services (The Monitoring Officer)

Transport for the North - Change to County Council Representative 2022/23

Resolved: The Director of Corporate Services approved the appointment of County Councillor Scott Smith in place of County Councillor Charles Edwards as the county council's representative on the Board of Transport for the North for the remainder of 2022/23.

Meeting of the Urgency Committee (19 January 2023)

Chair: County Councillor Philippa Williamson

Part I (Open to Press and Public)

Constitution, Membership and Terms of Reference

A report was presented on the Constitution, Membership and Terms of Reference of the Urgency Committee.

Resolved: That the Constitution, Membership and Terms of Reference of the Urgency Committee be noted.

Report of the Employment Committee - Appointment of the Director of Law and Governance (Monitoring Officer)

The Committee received a report setting out the recommendation of the Employment Committee from its meeting on 9 January 2023 that Heloise MacAndrew be appointed to the post of Director of Law and Governance (Monitoring Officer).

Resolved: That the appointment of Heloise MacAndrew as Director of Law and Governance (Monitoring Officer) be approved.



Decision Date: 23 January 2023

Decision Taker: Director of Corporate Services (The Monitoring Officer)

Transport for the North - Change to County Council Representative 2022/23

Resolved: The Director of Corporate Services:

- i. Approved the appointment of County Councillor Rupert Swarbrick, Cabinet Member for Highways and Transport, in place of County Councillor Scott Smith as the county council's representative on the Board of Transport for the North for the remainder of 2022/23; and
- ii. Approved the appointment of County Councillor Scott Smith, Lead Member for Highways and Active Travel, in place of County Councillor Aidy Riggott as the county council's substitute representative on the Board of Transport for the North for the remainder of 2022/23.

Meeting of the Full Council
Meeting to be held on Thursday, 23 February 2023

Report submitted by: Director of Corporate Services

Part B

Electoral Division affected:
None

Corporate Priorities:
N/A;

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

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

Brief Summary

The report of the Audit, Risk and Governance Committee from its meeting held on 30 January 2023 is attached at Appendix 'A'.

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

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

Recommendation

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

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

Paper Date Contact/Tel

None

Reason for inclusion in Part II, if appropriate

N/A



Meeting of the Audit, Risk and Governance Committee (30 January 2023)

Chair: County Councillor Alan Schofield

Part I (Open to Press and Public)

Treasury Management Activity 2022/23

The committee considered an overview of the council's Treasury Management Activity for the period April to November 2022, presented by Mike Jensen, Director of Investment.

Resolved: That the review of Treasury Management Activity 2022/23 be noted.

Treasury Management Strategy 2023/24

The committee considered the proposed Treasury Management Strategy, Investment Strategy and Minimum Revenue Provision Statement for 2023/24 presented by Mike Jensen, Director of Investment.

Resolved: That the Full Council be recommended to approve the Treasury Management Strategy, Investment Strategy and Minimum Revenue Provision Statement for 2023/24.

The Council's Statement of Accounts for 2021/22 and Accounting Policies for 2022/23

The committee considered the council's updated statement of accounts for 2021/22, the letters of representation from those charged with governance for Lancashire County Council and Lancashire County Pension Fund, and the accounting policies to be used in preparing the council's 2022/23 statement of accounts, presented by Khadija Saeed, Head of Corporate Finance.

It was noted that there were some minor adjustments to be made to the statement of accounts which were due to be agreed by officers and the external auditor in February 2023.

Resolved: That

- i) The council's Statement of Accounts for 2021/22 be approved, subject to any minor changes being made by the end of February 2023;
- ii) The management representation letters for Lancashire County Council and Lancashire County Pension Fund be signed by the Chief Financial Officer and the Chair of the Audit, Risk and Governance Committee, prior to them being made available to the external auditor; and
- iii) The accounting policies for 2022/23 be approved.

Appointment of External Auditor

The committee considered a report which provided information on the appointment of Grant Thornton UK LLP as the council's external auditor for the period 2023/24 to 2027/28, presented by Khadija Saeed, Head of Corporate Finance.

Resolved: That the appointment of Grant Thornton UK LLP as the council's external auditor for the period 2023/24 to 2027/28 be noted.

External Audit – Lancashire County Council Audit Findings Report 2021/22

The committee considered the updated Audit Findings Report for Lancashire County Council presented by Stuart Basnet, Audit Manager at Grant Thornton UK.

Resolved: That the Lancashire County Council Audit Findings Report 2021/22 be noted.

External Audit – Lancashire County Pension Fund Audit Findings Report 2021/22

The committee considered the updated Audit Findings Report for Lancashire County Pension Fund presented by Stuart Basnett, Audit Manager at Grant Thornton UK.

Resolved: That the Lancashire County Pension Fund Audit Findings Report 2021/22 be noted.

External Audit – Audit Progress Report and Sector Update – January 2023

The committee considered the Audit Progress Report and Sector Update for January 2023, presented by Stuart Basnett, Audit Manager at Grant Thornton UK.

Resolved: That the Audit Progress Report and Sector Update for January 2023 be noted.



Internal Audit Progress Report

The committee considered an update on the Internal Audit Service's work and outcomes for 2021/22, for the period to 31 December 2022, presented by Andy Dalecki, Head of Internal Audit.

Resolved: That the Internal Audit Progress Report be noted.

Corporate Risk and Opportunity Register – Quarter 3 Update

The committee considered the updated Corporate Risk and Opportunity Register for 2022/23, presented by Laura Sales, Director of Corporate Services.

Resolved: That the updated Corporate Risk and Opportunity Register be noted.

Code of Conduct – Annual Report of Complaints

The committee considered a report which summarised all complaints received against county councillors under the Code of Conduct in 2022, presented by Laura Sales, Director of Corporate Services.

Resolved: That the summary of complaints received in 2022 be noted.

Part II (Not Open to Press and Public)

Appendix 'B' to Item 12 – Corporate Risk and Opportunity Register – Quarter 3 Update

The committee considered the private and confidential Appendix B to Item 12 – Corporate Risk and Opportunity Register – Quarter 3 Update.

Resolved: That Appendix B to Item 12 – Corporate Risk and Opportunity Register – Quarter 3 Update, be noted.

Review of Arrangements for the Oversight of Council Controlled Companies

The committee considered a private and confidential report on the recent independent audit into the governance arrangements of council controlled companies, presented by Laura Sales, Director of Corporate Services.

Resolved: That

- i) The report, and plans for work on the recommendations to be undertaken by officers, be noted; and
- ii) A further report on officers' recommendations be presented at the next meeting of the Audit, Risk and Governance Committee on 24 April 2023.

Meeting of the Full Council
Meeting to be held on Thursday, 23 February 2023

Report submitted by: Director of Corporate Services

Part B

Electoral Division affected:
None;

Corporate Priorities:
N/A;

The Employment Committee
(Appendix 'A' refers)

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

Brief Summary

The report of the Employment Committee from its recent meetings is attached at Appendix 'A'.

This includes the following meetings:

- 9 Jan 2023 (11.30am)
- 9 Jan 2023 (12.30pm)

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

Recommendation

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

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

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A



Meeting of the Employment Committee 9 January 2023 (11.30am)

Chair: County Councillor Phillippa Williamson

Part II (Not Open to Press and Public)

Lancashire Renewables Limited Annual Pay Review 2023

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

The committee considered a private and confidential report presented by Paul Brindle, General Manager of Lancashire Renewables Limited, which outlined the company's proposals for the annual pay review for 2023.

Resolved: That

- i. In accordance with the company's Articles of Association, the implementation of the pay proposal as detailed within the report, effective from 1 January 2023, be approved; and
- ii. Consideration be given to how the Employment Committee could be consulted on Lancashire Renewables Limited pay reviews at an earlier stage in the process, and to scheduling decisions relating to the company's pay review and budget in order to align with the council's own budget-setting process.

Meeting of the Employment Committee 9 January 2023 (12.30pm)

Chair: County Councillor Phillippa Williamson

Part II (Not Open to Press and Public)

Interviews for the Director of Law and Governance Post

(Exempt information as defined in Paragraphs 1 and 3 of Part 1 of Schedule 12A to the Local Government Act, 1972. It was considered that in all the circumstances of the case the public interest in maintaining the exemption outweighed the public interests in disclosing the information).

The Committee conducted interviews for the position of Director of Law and Governance.

Resolved: That, subject to the receipt of satisfactory references and the formal approval of Full Council, the Committee proposed that an offer of appointment to the post of Director of Law and Governance be made to Heloise MacAndrew.

Meeting of the Full Council
Meeting to be held on Thursday, 23 February 2023

Report submitted by: Director of Corporate Services

Part B

Electoral Division affected:
None;

Corporate Priorities:
N/A;

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

Contact for further information:
Gary Halsall, Tel: (01772) 536989, Senior Democratic Services Officer,
gary.halsall@lancashire.gov.uk,

Brief Summary

The report of the Overview and Scrutiny Committees from their recent meetings is attached at Appendix 'A'.

This includes the following meetings:

- Scrutiny Management Board (17 January 2023)
- Children, Families and Skills (30 November 2022, 25 January 2023)
- Health and Adult Services (14 December 2022, 1 February 2023)
- Environment, Economic Growth and Transport (8 December 2022, 26 January 2023)
- Community, Cultural and Corporate Services (13 December 2022, 16 January 2023)

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

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

Recommendation

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

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

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A



Meeting of the Scrutiny Management Board (Tuesday 17th January 2023)

Chair: (County Councillor David Westley)

Part I (Open to Press and Public)

Budget Scrutiny

The report provided the Board with a copy of the Money Matters 2022/23 Position – Quarter 2 report and a copy of the Medium Term Financial Strategy 2023/24 – 2026/27 and Reserves – Q3 update report which were presented to Cabinet at its meetings held on 1 December 2022 and 19 January 2023 respectively. Written responses to the Board's request for further information on two savings proposals were also included.

Resolved: That;

- (i). The Money Matters 2022/23 Position – Quarter 2 report as presented to Cabinet at its meeting held on 1 December 2022 be noted.
- (ii). The Medium Term Financial Strategy 2023/24 – 2026/27 and Reserves – Q3 update report due to be considered by Cabinet at its meeting scheduled on 19 January 2023 be noted.

Cabinet Member Portfolio Update

County Councillor Shaun Turner, Cabinet Member for Environment and Climate Change attended the meeting to provide a verbal update on recent and forthcoming activity.

Resolved: That the Cabinet Member Portfolio update be noted.

Scrutiny In-year Request Forms

Members were informed that since the last meeting of the Board on 8 November 2022, one in-year request form had been received and was set out in the report for determination. In addition, two requests were made by Full Council at its meeting held on 15 December 2022 for the Board to consider.

Resolved: That the in-year request form for an additional topic on water outages in Lancaster and Morecambe be added to the Scrutiny Management Board work programme in 2022/23 as an 'inquiry day' on a date to be advised.

Task Group Request - Children, Families and Skills Scrutiny Committee

Members were invited to consider the request from the Children, Families and Skills Scrutiny Committee for a task group to be established on school place planning and provision. The request was made by the committee when it considered an annual report on school place planning at its meeting held on 30 November 2022.

Resolved: That the task group request be agreed, with discretion given to the Chair and the Deputy Chair of the Scrutiny Management Board to further clarify the terms of reference through further discussion with relevant Senior Members and Officers.

Report on the activity of the Councillor Support Steering Group

The Board were invited to receive and note the report on the overview of matters considered by the newly established Councillor Support Steering Group at its first meeting held on 14 December 2022, which included a copy of the Terms of Reference and a copy of the group's work programme for 2022/23.

Resolved: That the report, terms of reference and the work programme for the Councillor Support Steering Group be noted.



Meeting of the Children, Families and Skills Scrutiny Committee (Wednesday 30th November 2022)

Chair: (County Councillor Andrea Kay)

Part I (Open to Press and Public)

Minutes of the Meeting Held on 26 October 2022

Resolved: That the minutes of the meeting held on 26 October 2022 be confirmed as an accurate record, subject to:

- i. County Councillor Terry Hurn being listed as present; and
- ii. The sixth bullet point on Page 3 being amended to include more detail, as follows:

"Regarding support for post-16-year-olds, members expressed concern about the lack of information included in the report when many parents were worried about provision for school leavers. Officers highlighted that this was a challenge for the authority and the amount of support provided for further education needed to be looked at. Regular meetings took place with further education providers to discuss this. A bid had also been submitted for more supported internships, which often led to long term employment. The number of internships provided by and in partnership with the county council, such as with Calico, Lancashire Constabulary, the local NHS and schools, had increased over several years. It was noted that members would find it helpful to receive more information on this in the future."

School Place Planning Annual Report

The report presented an annual update to members setting out progress in delivery against the School Place Planning Strategy 2022-25, the School Place Delivery Programme 2023-25, place allocations in September 2022, geographic priority areas, and an update on academy conversions.

Resolved: That:

- i. The Scrutiny Management Board be asked to establish a scrutiny task group on school place planning and provision, to review in detail the challenges and opportunities facing the county council;
- ii. The Cabinet Member for Education and Skills be asked to write to local MPs about lobbying the Department for Education on school place planning issues in Lancashire;
- iii. The following be provided to committee members after the meeting:



- a) Information on how funding is provided to increase school places, both to academies and maintained schools;
- b) Information on the number of children still waiting for a school place for this academic year; and
- c) Information on the number of children living in Lancashire but attending school outside of Lancashire, and vice versa.

Work Programme 2022/23

It was noted that a report on the School Travel Mapping System had been added to the February 2023 meeting, as agreed by the Scrutiny Management Board.

Resolved: The Children, Families and Skills Scrutiny Committee Work Programme 2022/23 be noted.



Meeting of the Children, Families and Skills Scrutiny Committee (Wednesday 25th January 2023)

Chair: (County Councillor Andrea Kay)

Part I (Open to Press and Public)

Minutes of the Meeting Held on 30 November 2022

Resolved: That the minutes of the meeting held on 30 November 2022 be confirmed as an accurate record, subject to:

- i) The paragraph provided at Item 3, Minutes of the Meeting Held on 26 October 2022 being amended to focus on support for post-16 SEND children, as members highlighted that the county council had a statutory duty to provide post-16 education and training for young people with SEND, up to the age of 25;
- ii) Item 4, School Place Planning Annual Report being amended to include the following points:
 - Regarding flexibility in the system, officers acknowledged that the council had not responded quickly enough to new developments in the past and that this had caused problems, such as in North Preston.
 - The committee requested information on what the geographical priority areas looked like.
 - The committee highlighted that the information on school place assessments which was previously requested to be shared with members twice a year, had not been provided to date.

Membership of the Children, Families and Skills Scrutiny Committee

The committee considered a report which provided an update on progress to fill the seats of its five voting co-opted members.

Resolved: That the following be noted:

- i) The re-appointment of Mr J Withington as a Parent Governor Representative (Primary) to the committee for a four-year term from 1 January 2023; and
- ii) The update on progress to fill the vacant seats of voting co-opted members.



Early Intervention – Children's Mental Health

The committee considered a presentation on early intervention services to support children and young people's emotional wellbeing and mental health.

Resolved: That

- i) A report be provided in 6 months' time on progress to reduce children and young people's waiting times to receive mental health support and to review improvements in measured outcomes, including details of the challenges facing Mental Health Support Teams if progress had not been made; and
- ii) The following be provided to committee members after the meeting:
 - a) Details of the total number of Lancashire wide schools currently supported by a Mental Health Support Team;
 - b) Information on suicide awareness and prevention, including details of training programmes such as safeTALK, Applied Suicide Intervention Skills Training (ASIST), and the healthy relationships programme. Also information to be shared on the Community Contagion Prevention Response (CCPR), which responds to schools that are concerned about young people, information on the Suicide Harm and Prevention Strategy once updated, and the Orange Button Community Scheme.
 - c) Promotional material available on Ripple Suicide Prevention.

Family Hubs

The committee considered a presentation on the Family Hubs network, progress to develop the network, and work in the initial priority areas of Burnley, Pendle and Lancaster.

Resolved: That the following be provided to committee members after the meeting:

- i) Details of the Family Hubs service design and mapping; and
- ii) The Family Hubs logo once finalised.

Meeting of the Health and Adult Services Scrutiny Committee (Wednesday 14th December 2022)

Chair: (County Councillor David Westley)

Part I (Open to Press and Public)

Virtual Wards

Dr David Levy, Chief Medical Director LSC ICB (Lancashire and South Cumbria Integrated Care Board) and Catherine Wright, Transformation Programme Manager - Virtual Wards were welcomed to the meeting to provide the committee with details on the virtual wards programme.

Resolved: That

- i) Written updates be provided to the committee on the virtual ward progress across the county.
- ii) A further update be provided to a future meeting of the full committee to review the integration of virtual wards alongside integrated neighbourhood working (with representation from NHS colleagues, adult services colleagues, VCSF and Age UK).
- iii) Consideration be given to involve the Lancashire Fire and Rescue service with regard to patient home assessments.
- iv) Consideration be given to further 'comms' work across Lancashire specific to virtual wards (to health providers as well as residents).
- v) Further information be provided on the potential costs of social care (nonmedical care) for patients being cared for under the virtual wards programme.

Meeting of the Health and Adult Services Scrutiny Committee (Wednesday 1st February 2023)

Chair: (County Councillor David Westley)

Part I (Open to Press and Public)

Community Mental Health Transformation Programme

At the meeting of the Health Scrutiny Committee on 14 September 2021, committee members were provided with a report on the strategic outline for the Community Mental Health Transformation Programme.

Samantha Mortimer, Clinical Director for Transformation and Maria Nelligan, Executive Lead for the Integrated Community Transformation Programme, Lancashire and South Cumbria NHS Foundation Trust were welcomed to the meeting along with Mairead Gill-Mullarkey, Head of Service Adult Social Care – Learning Disability, Autism and Mental Health, Lancashire County Council, to provide a presentation update on progress to date.

Resolved: That

- i) The information presented be considered.
- ii) The Initial Response Service contact details be shared with all councillors along with data on the service provision outcomes.
- iii) A review of comms to GP's and through NHS services (inc 111 service) be considered to further support and promote the Initial Response Service.
- iv) Further information be provided on any arrangements in place between Lancashire and South Cumbria NHS Foundation Trust and out of county Hospital Trusts to enable Lancashire residents to move back to an appropriate hospital/ward in Lancashire.
- v) Further update on progress be provided to the committee in the autumn.

Happier Minds Update

Cabinet Member for Health and Wellbeing, County Councillor Michael Green, Fiona Inston, Public Health Specialist Emerging Talent and Marie Demaine, Senior Public Health Practitioner were welcomed to the meeting.



Members were provided with an overview on both the newly formed combating drugs and alcohol partnership and the work being undertaken to reduce self-harm and suicide across Lancashire.

Resolved: That

- i) The content of the report and direction of travel be endorsed.
- ii) The partnership approaches currently being undertaken and plans to reduce the prevalence of alcohol and drug related harm, self-harm and suicides be supported.
- iii) Circulation of the Drugs and Alcohol Strategy and accompanying action plan be arranged for committee members.
- iv) A progress report be provided on the Drugs and Alcohol/Suicide Strategy and action plans to a future meeting of the committee



Meeting of the Environment, Economic Growth and Transport Scrutiny Committee (Thursday 8th December 2022)

Chair: (County Councillor Rob Bailey)

Part I (Open to Press and Public)

Unlocking Strategic Development

The report highlighted how the County Council was leading the facilitation of programmes, projects and initiatives stimulating local economic growth, supporting Lancashire's contribution to the levelling up agenda and the emerging vision and ambitions of "Lancashire 2050".

The report also provided a summary of current and potential issues and obstacles experienced for such a large and complex programme of work, and the strategic approach that the county council had taken to unblock, unlock and deliver major development activity to provide greater quality of life, productivity and competitiveness within Lancashire.

Resolved: That;

- (i). The Cabinet Member for Environment and Climate Change provide a list of projects led by Lancashire County Council that are moving towards renewable energy generation.
- (ii). The report be noted.

Covid Loan Evaluation Review

The report provided an update on the deployment and impact of the Coronavirus pandemic business loans in Lancashire, namely the Coronavirus Business Interruption Loan Scheme (CBILs) and Bounce Back Loans (BBLs).

The report also provided an update on improved working between the Growth Hub and local authorities.

Resolved: That the report be noted.



Meeting of the Environment, Economic Growth and Transport Scrutiny Committee (Thursday 26th January 2023)

Chair: (County Councillor Rob Bailey)

Part I (Open to Press and Public)

Lancashire Road Safety Partnership

The report provided an overview of the purpose and role of the Lancashire Road Safety Partnership (LRSP). The report also outlined the current setup of the partnership; implementation of the outcomes of the peer review; an update on the strategy; and changes to reporting speed concerns.

Resolved: That;

- (i). The recommendations from the Peer Review be circulated to all members of the Environment, Economic Growth and Transport Scrutiny Committee.
- (ii). Further detail on Operation Snap be circulated to all members of the Environment, Economic Growth and Transport Scrutiny Committee.
- (iii). An update from the Lancashire Road Safety Partnership to include a demonstration of the new website be provided in six months' time.
- (iv). Future updates on the Lancashire Road Safety Partnership be circulated to all Parish and Town Councils via the county council's Partnerships Team.
- (v). Clarification on the role of Community Safety Partnerships and the interface with Lancashire Road Safety Partnership be provided to the Environment, Economic Growth and Transport Scrutiny Committee.
- (vi). Clarification on the funding arrangements for Lancashire Road Safety Partnership be provided to the Environment, Economic Growth and Transport Scrutiny Committee.
- (vii). A Bite Size Briefing be arranged for all County Councillors on the strategy and action plan to resolve drug driving.
- (viii). The Lancashire Road Safety Partnership Manager considers the implementation of an app-based method of reporting speeding concerns.

Lancashire Local Flood Risk Management Strategy Review

A report was presented on the work done by the Flood Risk Management team to deliver the Lancashire Local Flood Risk Management Strategy. The report also provided an update on progress with the recommendations of the former External Scrutiny Committee.

Resolved: That the;

- (i). Flood and Coastal Erosion Risk Management (FCERM) Investment Programme and future Annual Monitoring Reports be circulated to all members of the Environment, Economic Growth and Transport Scrutiny Committee at the appropriate times.
- (ii). A Bite Size Briefing on how councillors can respond to flooding incidents be arranged and provided by officers in the Flood Risk Management Team and Highways Team.

Public Rights of Way and the Lovecleanstreets app

The report provided an update on the implementation of the 'Love Clean Streets' app for reporting problems on Lancashire's network of public rights of way, which will replace the current 'Report It' system.

Resolved: That the;

- (i). The move to the lovecleanstreets app for reporting problems on Lancashire's network of public rights of way be welcomed.
- (ii). The Cabinet Member for Environment and Climate Change be asked to ensure that the;
 - a. Public rights of way database be made easier and effective for officers to use in the field.
 - b. Changes on how reporting problems on Lancashire's network of public rights of way be publicised.

Meeting of the Community, Cultural and Corporate Services Scrutiny Committee (Tuesday 13th December 2022)

Chair: (County Councillor Ged Mirfin)

Part I (Open to Press and Public)

Council Workforce

The report provided an overview of the current position of the council's workforce and information relating to the future plan for developing the council's workforce arrangements. The committee also considered additional information relating to absence trend data.

Resolved: That the following recommendations be shared with the Cabinet Member for Resources, HR and Property:

- i. That Lancashire County Council works with organisations, such as the Local Government Association, the County Councils Network, and Best Companies, to undertake detailed research and produce a benchmarking report regarding absence levels and recruitment and retention challenges;
- ii. That consideration be given to consistently carrying out exit interviews to see what circumstances are encouraging people to leave the organisation; and
- iii. That consideration be given to establishing an academy of retired officers, as a means of mentoring existing officers and sharing expertise.

Workforce Equalities

The report provided a summary of activities carried out during 2022 regarding workforce equality and identified areas for progress in 2023. The committee also considered additional information relating to the 2021 Census.

Resolved: That

- i. A further report is presented to the committee at an appropriate point on the council's equality objectives (2020), including detailed information on equality and diversity from the 2023 Equality Information, 2022 Workforce Race Equality Standard metrics, and 2022 Staff Survey information, with a view to informing refreshed equality objectives and a new Workforce Equalities Strategy;
- ii. The Cabinet Member for Community and Cultural Services be recommended to ensure that work on workforce equalities is undertaken in partnership with work on the emerging People Strategy; and
- iii. Regarding abuse and harassment experienced by staff, that further information be provided to committee members on the number of complaints received, the number of complaints upheld, and the action taken to resolve them.



Meeting of the Community, Cultural and Corporate Services Scrutiny Committee (Monday 16th January 2023)

Chair: (County Councillor Ged Mirfin)

Part I (Open to Press and Public)

Engaging with County Councillors on Highways Matters

The report provided the committee with information on how the Highways Service was engaging with and informing county councillors on highways related issues. The committee also considered a presentation.

Resolved: That the following recommendations be shared with the Cabinet Member for Highways and Transport:

- i. That consideration be given to a monthly report being shared with county councillors on highways issues reported, and progress updates to resolve them, for individual divisions;
- ii. That the Highways data dashboard continues to be developed to provide county councillors with up-to-date information on works in each division;
- iii. That consideration be given to how the county council can work better with utilities companies, in order to improve communications with the public about planned and immediate works carried out by utilities companies; and
- iv. That consideration be given to promoting the Lancashire road works bulletin amongst county councillors.

Lancashire Community Safety Agreement and Performance Update

The report provided information on how Lancashire County Council worked in partnership to tackle key community safety issues across Lancashire and outlined the framework for looking at performance. The report also provided information on the key issues listed in the Lancashire Community Safety Agreement 2022 - 2025: domestic abuse; violence; exploitation (criminal and sexual); serious organised crime; road safety and anti-social behaviour.

Resolved: That:

- i. That the Scrutiny Management Board be recommended to establish a working group to support the annual review of the Lancashire Community Safety Agreement; and
- ii. That the following recommendations be shared with the Cabinet Member for Community and Cultural Services:
 - a) That following the Home Office review of community safety partnerships and at an appropriate time, consideration be given to looking at



alternative partnership working arrangements as examples of best practice, such as the community safety partnership structure in North Yorkshire;

- b) That local level working groups be included in the overall community safety partnership structure across Lancashire;
- c) That the committee continues to be updated on the Home Office review of community safety partnerships and the work of the Department for Levelling Up, Housing and Communities on community safety; and
- d) That information about the number of safe places and refuges for people experiencing domestic abuse, how these refuges are funded, and whether there are specific refuges for minority groups, be provided to committee members after the meeting.

Meeting of the Full Council
Meeting to be held on Thursday, 23 February 2023

Report submitted by: Director of Corporate Services

Part B

Electoral Division affected:
None;

Corporate Priorities:
N/A;

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

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

Brief Summary

The report of the Lancashire Health and Wellbeing Board from its recent meeting is attached at Appendix 'A'.

This includes the following meeting:

- Lancashire Health and Wellbeing Board - 15 November 2022

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

Recommendation

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

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

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A



Meeting of the Lancashire Health and Wellbeing Board 24 January 2023

Chair: County Councillor Michael Green

Part I (Open to Press and Public)

Health and Wellbeing Board and Integrated Care System – National Guidance

The report provides an overview of the recently published national guidance for Health and Wellbeing Boards in the context of a changed NHS Landscape; and identifies some implications for further consideration.

Resolved: That the Health and Wellbeing Board:

- (i) Considered whether the membership of the Health and Wellbeing Board requires amendment in the context of a changed NHS landscape.
- (ii) Considered the opportunities for future governance further to the introduction of the Place Based Partnership.
- (iii) Endorsed collaboration with the Integrated Care Partnership on strategy development.
- (iv) Endorsed the development of an annual timeline to facilitate collaboration, including participation in the Integrated Care Board's forward plan and annual report development/review, and system wide NHS capital resource use planning.
- (v) Investigated further the potential role of the Board in relation to the Care Quality Commission reviews of the integrated care system.

Place Based Partnership Update

The report provides an update to the Health and Wellbeing Board on the developing Lancashire Place Based Partnership for information. It includes the progress made since November 2022, the establishment of the Interim Place Based Partnership Board and the next steps.

Resolved: That the Health and Wellbeing Board noted the update on the development of the Lancashire Place Based Partnership.

Health and Wellbeing Board Key Priorities – Progress Update

The report provides an update on work to address the three key Board priorities:

Best Start in Life
Healthy Hearts
Happier Minds

It also provides an update on the associated milestones and performance (Appendix 'A').

Resolved: That the Health and Wellbeing Board considered the performance update and endorsed the areas identified as opportunities for collaboration and advocacy of the Board.

Lancashire Drug and Alcohol Partnership Update

The report outlines to the Health and Wellbeing Board the progress made and next steps for the Lancashire Alcohol and Drug Partnership following the publication of the National Drug Strategy in 2021.

Resolved: That the Health and Wellbeing Board endorsed the Lancashire Alcohol and Drugs Needs Assessment (Appendix 'A') and the steps being taken to implement the national drugs plan to cut crime and save lives.

Lancashire Better Care Fund Update

The report updated the Health and Wellbeing Board following the workshop to "reset" the Better Care Fund in Lancashire.

Resolved: That the Health and Wellbeing Board:

- (i) Noted the progress in the "reset" of the Lancashire Better Care Fund and next steps.
- (ii) Received further updates on reset activity beginning with outcomes of the financial review and recommendations for governance.
- (iii) Noted the approach to using the Adult Social Care Discharge Fund as set out in the plan and formally record Health and Wellbeing Board approval and Chair's sign-off.
- (iv) Received updates on the impact of the use of the Adult Social Care Discharge Fund.

Urgent Business

Prevention in Health and Social Care – Committees – UK Parliament

This item of Urgent Business had been received and agreed by the Chair, as the Government had recently launched an inquiry with a call for submissions until 8 February 2023 on the Prevention in Health and Social Care – Committees.

Resolved: That the Health and Wellbeing Board:

- (i) Noted that the inquiry had been launched on the Prevention in Health and Social Care – Committees.
- (ii) Agreed that Dr Sakthi Karunanithi draft a response with colleagues and share with members of the Health and Wellbeing Board before submitting it, by 8 February 2023. It was also noted that the response will also feed into a system wide one too nationally.

Meeting of the Full Council
Meeting to be held on Thursday, 23 February 2023

Report submitted by: Director of Corporate Services

Part B

Electoral Division affected:
None;

Corporate Priorities:
N/A;

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

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

Brief Summary

Appendix 'A' sets out a summary report of the Lancashire Combined Fire Authority following its meeting on 19 December 2022. This is now presented to Full Council for information.

Recommendation

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

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

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A

REPORT OF THE LANCASHIRE COMBINED FIRE AUTHORITY (CFA) HELD 19 DECEMBER 2022

EMERGENCY COVER REVIEW

The Authority considered in full the outcomes from a recent 12-week public consultation on proposed changes to response arrangements within Lancashire as part of an Emergency Cover Review which would span 2023 to 2026. The key proposals for consultation had a clear link to, and underpinned the values set out the in the Community Risk Management Plan.

The consultation yielded a really positive response with a total 1,224 responses received from local residents, staff and other stakeholders. Following the analysis of consultation responses and taking into consideration the shifting financial uncertainty, refinements to some of the proposals were put forward for consideration.

The Authority approved the refined proposals, as these options for change provided the best package of measures with the least impact on the Service's ability to provide an effective county-level emergency response (overall county impact 0.1% on response performance). These were to:-

- Maintain 6 Day Crewing Plus stations – best fit and pending future response area reviews;
- Change 5 Day Crewing Plus stations and replace with:
 - o 3 Flexible Wholetime or 2/2/4 with 24 staff;
 - o 2 Flexible Day Crewed or Day Crewed only with On Call cover at night;
- Change 3 existing 2-2-4 stations to Flexible Wholetime or keep 2-2-4 but with 24 staff;
- Realign establishment levels on Flexible Day Crewed stations to 13, the same as Day Crewing Plus;
- Introduce Dynamic Cover Software;
- Invest in 4 new all-wheel-drive fire appliances, replacing 4 standard type B fire appliances;
- Introduce Flood Water Incident Managers;
- Introduce a 45m Aerial Ladder Platform;
- Invest in 2 additional Water Tower appliances;
- Broaden the capabilities of On-Call Firefighters.

This ensured that the Service would: i) maintain all 39 fire stations; ii) maintain outstanding response standards and all 58 fire appliances; iii) provide efficiency savings of c.£400k; iv) increase the overall fire-fighter establishment by 8; and v) provide more flexible crewing arrangements.

ANNUAL STATEMENT OF ASSURANCE

The Fire and Rescue National Framework for England (2018) sets out the Government's high-level expectations, priorities and objectives for Fire and Rescue Authorities (FRA's) in England. Included within the framework is the requirement on all FRA's to provide assurance on financial, governance and operational matters.

The Statement of Assurance was considered and approved by the Authority. It provided the required accountability and transparency to our communities and the Government that Lancashire Fire and Rescue Service continued to deliver efficient and effective value for money services.

This statement sat alongside the Community Risk Management Plan, Statement of Accounts, the Annual Governance Statement, the Annual Service Plan and Annual Progress Report. It detailed what measures were in place to assure that the Combined Fire Authority's performance was efficient, economic, and effective and provided further evidence that the Service continued to deliver under the expectations detailed within both the National Framework and its own Risk Management Plan.

MEMBER CHAMPION ACTIVITY

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

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

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

FIRE PROTECTION REPORTS

The Authority discussed a report detailing prosecutions pertaining to fire safety offences, in addition to five convictions resulting from arson incidents which had progressed via the criminal justice process. An update on Fire Protection and Business Support was also provided, detailing how the Service adapted delivery whilst developing the workforce, to ensure it kept pace with changes and improved public and firefighter safety within the built environment.

DAVID O'TOOLE
Chairman

LFRS
Fulwood

To consider Notices of Motion submitted under Standing Order B36

1. By County Councillor Whittam:

This Council notes:

During September/October this year the 3 Dads walking group walked 600-miles across the UK to each of the devolved parliaments raising awareness of suicide and ensure the topic is spoken about in schools in a safe and age-appropriate way.

The 3 Dads came together after their daughters took their own lives. They have also launched a petition to get suicide prevention added to the school curriculum and this has now reached over the 100,000 signatures which will enable a debate in Parliament. The debate is yet to take place, but the petition asks for suicide to be spoken about as part of Relationships, Sex and Health Education (RSHE) lessons and for the Department for Education (DfE) to include suicide prevention within the statutory guidelines of the new curriculum.

In 2020, the Government made discussion about mental health as part of the RSHE curriculum mandatory. They will review their statutory guidance in 2023 with an aim to bringing in the revised guidance in 2024. The Government is also offering a grant of £1,200 for eligible schools and colleges in England to train a senior mental health lead to develop and implement a whole school or college approach to mental health and wellbeing.

This Council resolves:

1. To ask the Cabinet Member for Education and Skills and the Cabinet Member for Health and Wellbeing to write to the 3 Dads Walking Group acknowledging the work they are doing to include suicide awareness in schools as part of the review of the RSHE curriculum.
2. To ask the Chief Executive to write to the Secretary of State for Education to request that suicide awareness and prevention is carefully considered in the new guidance as a part of the RSHE curriculum, and to also ask for the grants to be extended to train senior mental health leads in schools beyond March 2023.
3. To ask the Cabinet Member for Education and Skills and the Cabinet Member for Health and Wellbeing to continue to promote resources including the many workforce development programmes that are available to all Lancashire Schools and colleges and also encourage them to participate in the upcoming national public consultation process on the proposed changes to the RHSE statutory guidance.

2. By County Councillor Dowding:

Lancashire County Council notes:

1. The need for more ambitious action on climate and ecology is set out clearly, through, for example:
 - The “now or never” UN [report](#) of April 2022;
 - The [Leaders' Pledge for Nature](#), signed by the UK Government, which stated that - if we fail to halt and reverse biodiversity loss by 2030 - we increase the risk of further pandemics, rising global temperatures, and further loss of species;

- An independent net zero review, and subsequent [Mission Zero](#) report, of January 2023 which recognises that we cannot achieve our net zero targets without restoring nature; and notes with concern that:
 - a. More than 2,000 homes and businesses face disappearing by the 2050s in West Lancashire, according to [research](#) published in June 2022;
 - b. A 2020 [study](#) concluded that 41.5% of protected land or natural features in Lancashire found poor conditions or the destruction of habitats; and
 - c. According to the Mammals Society, the populations of swifts, starlings, yellowhammers, greenfinches and swallows have declined by 74%, 64%, 59%, 53% and 47%, respectively, across the North West.
- 2. In December 2022, Council resolved to prepare a comprehensive strategy for nature recovery for Lancashire. The [Lancashire 2050 Plan](#), published in November 2022, includes - as one of eight priorities - a commitment to meet our low carbon ambitions, promote clean energy, and enhance our rich, natural environment.
- 3. A Bill was introduced in UK Parliament in May 2022 - the [Climate and Ecology Bill](#) - which would require the development of a strategy to ensure that the UK's environmental response is in line with the latest science. It has cross-party support from over 160 MPs and Peers and would ensure that:
 - a. A joined-up approach is taken to tackle the interconnected climate and nature crises;
 - b. The UK does its full and fair share to limit the global temperature rise to 1.5°C; and
 - c. Biodiversity loss is halted and in reverse by 2030.

Lancashire County Council recognises that:

- a. Residents, businesses, public sector bodies, and civil society groups across Lancashire are keen to take action in line with the principles of the Climate and Ecology Bill;
- b. The Climate and Ecology Bill will add value to the commitments made by the Council on both climate and nature issues.

Lancashire County Council therefore resolves to:

- (i) Support the Climate and Ecology Bill;
- (ii) Write to Lancashire's MPs, letting them know that the motion has been passed - urging them to sign up to support the Bill - or thanking them for already doing so; and write to [Zero Hour](#) - the organisers of the cross-party campaign for the Bill - expressing its support (hello@zerohour.uk).

3. By County Councillor Barnes:

This council notes the campaign to make care experienced a protected characteristic and that several councils across the UK have already supported this campaign.

Lancashire County Council believes that Care experienced people face significant barriers that impact them throughout their lives;

- Despite the resilience of many care experienced people, society too often does not take their needs into account.
- Care experienced people often face discrimination and stigma across housing, health, education, relationships, employment and in the criminal justice system.

- Care experienced people often face a postcode lottery of support.
- As corporate parents, councillors have a collective responsibility for providing the best possible care and safeguarding for the children who are looked after by us as an authority.
- All corporate parents should commit to acting as mentors, hearing the voices of looked after children and young people and to consider their needs in any aspect of council work.
- Councillors should be champions of our looked after children and challenge the negative attitudes and prejudice that exists in all aspects of society.
- The Public Sector Equality Duty requires public bodies, such as councils, to eliminate unlawful discrimination, harassment and victimisation of people with protected characteristics.
- Lancashire County Council acknowledges that Children entering the care system are often split from their siblings and placed outside their home Local Authority Area. That they don't choose to enter the care system, that they don't choose to be split up from their siblings and don't choose to be placed outside their local area.

Lancashire County Council therefore RESOLVES:

- (i) When making any decisions in relation to its policies or formulating its Council Plan that it recognises that Care Experienced people are a vulnerable group who face discrimination.
- (ii) That it recognises that Councils have a duty to put the needs of vulnerable people at the heart of decision-making through co-production and collaboration.
- (iii) That the Council commits to including care experience alongside Protected Characteristics in the publication and review of its Equality Objectives and the annual publication of information relating to people who share a Protected Characteristic in services and employment.
- (iv) That this council will treat care experience as if it were a Protected Characteristic so that future Equality Impact Assessments include the impact of changes on people with care experience, alongside those who formally share a Protected Characteristic where relevant.
- (v) To formally call upon all other bodies to treat care experience as if it were a Protected Characteristic.
- (vi) To formally call upon all other bodies to adopt corporate parenting for children in care and care leavers.
- (vii) For the Council to proactively seek out and listen to the voices of care experienced people when developing relevant new policies - outside of the Children, Families and Skills committee.

4. By County Councillor Hind:

This Council resolves to request the Cabinet Member for Education and Skills to write to all Lancashire School Headteachers, Chairs of Governors, Councillors in all levels of local government and local MPs to outline plans and encourage their participation in a 'Lancashire Walks to School Day' on Friday 19th May, to combine our commitment to the priority of protecting the environment, together with celebrating the historic Coronation of our new Monarch.

On this special day, the children will be highlighting their concerns about:

- 1) Climate change,
- 2) Air pollution, traffic congestion and the effects of parking in close proximity to the school.
- 3) The physical and mental health benefits combined with the pleasure of walking outdoors compared with a car journey would be a change for some children and therefore memorable. Those pupils who live a longer distance from school might be able to participate by walking part of the way.

This council also resolves to make resources available to support schools to help them prepare for and celebrate this initiative. We know that some schools already promote walking and cycling but if it were to be encouraged county-wide it would be a giant step forward in more ways than one.