

Meeting of the Scrutiny Management Board 31 October 2023

Chair: County Councillor David Westley

Part I (Open to Press and Public)

Overview and Scrutiny Annual Report 2022/23

Members received a copy of the draft overview and scrutiny annual report 2022/23 for consideration and comment.

Resolved: That the report be received.

Money Matters 2023/24 Position - Quarter 1

The Board reviewed the Money Matters 2023/24 Position – Quarter 1 report which was presented to Cabinet at its meeting held on 5 October 2023. The report provided an update on the 2023/24 revenue and capital financial position, as at the end of June 2023 (Quarter 1).

Resolved: That

- (i) The information received be noted.
- (ii) The Money Matters 2023/24 Position – Quarter 2 report be presented to the Scrutiny Management Board at its meeting to be rescheduled in January 2024.

Medium Term Financial Strategy Update 2024/25 - 2026/27

The Board was presented with a copy of the Medium Term Financial Strategy (MTFS) Update 2024/25 - 2026/27 report which was due to be considered by Cabinet at its meeting on 2 November 2023. The report contained an updated position compared to that presented to Cabinet and Full Council in February 2023.

Resolved: That;

- (i) The report be noted.
- (ii) The Medium Term Financial Strategy Update 2024/25 - 2026/27 report due to be presented to Cabinet at its meeting scheduled for 18 January 2024, be



presented to the Scrutiny Management Board's next meeting to be rescheduled in January 2024.

Budgeted Savings Tracker

The Board was presented with a report on the tracking and delivery of savings agreed by Full Council in the current and previous financial years.

Resolved: That:

- (i) The report be noted.
- (ii) A report providing further explanation and how the plans are proceeding to implement those savings as set out in the minutes be provided to the Scrutiny Management Board its next scheduled meeting.
- (iii) Portfolio holders of those services identified be invited to attend the next meeting of the Board.

Work Programmes 2023/24

Members were invited to consider the 2023/24 work programmes for all the scrutiny committees and the Scrutiny Management Board.

Permission was sought and agreed that the Carbon Capture in Grasslands (biochar) topic be moved from the reserve list for consideration at the meeting of the Environment, Economic Growth and Transport Scrutiny Committee on 25 April 2024.

With regards to the work programme for the Scrutiny Management Board, it was reported that advice from the Centre for Governance and Scrutiny on the budget scrutiny process, was that this work should be undertaken throughout the year. It was suggested that the quarterly Money Matters reports should be added to the agenda for all future meetings of the Board.

Resolved: That the:

- (i) Scrutiny work programmes be noted.
- (ii) Political Governance Working Group activity be noted.
- (iii) All future Money Matters reports be added to the 2023/24 work programme for the Scrutiny Management Board.

Report on the activity of the Councillor Support Steering Group

Members were provided with a report which provided an overview of matters presented and considered by the Councillor Support Steering Group (CSSG) at its meetings held on 26 July and 6 September 2023.



With regards to the information provided on Vivup Lifestyle Savings scheme for staff, it was suggested that further promotion could be undertaken to help improve the uptake across the council.

Resolved: That:

- (i) The report be received.
- (ii) Feedback on the promotion of the Vivup Lifestyle Savings be reported back to the county council's HR Team.



Meeting of the Children, Families and Skills Scrutiny Committee 1 November 2023

Chair: County Councillor Sue Hind

Part I (Open to Press and Public)

Young People in Education, Employment or Training and Young People not in Education, Employment of Training

The Chair welcomed County Councillor Jayne Rear, Cabinet Member for Education and Skills, Julie Bell, Interim Director of Education, Skills and Culture, Aby Hardy, Head of Education Improvement and Sarah Hirst, 16-19 Education and Skills Lead to the meeting.

The committee considered a report that provided an update to the report presented at the April 2023 meeting on the work the council was doing to support young people into education, employment, or training (EET) after they had completed their compulsory school education.

Resolved: That the following recommendations be shared with the Cabinet Member for Education and Skills:

- i. The Youth Futures Team be invited to attend a future meeting of the Children, Families and Skills Scrutiny Committee to talk about their work, the progress they have made and any challenges and barriers they have faced.

School Place Planning Annual Update

The Chair welcomed Mel Ormesher, Head of Service Asset Management to the meeting.

The committee considered a report that provided the annual update on school place planning in Lancashire against the School Place Planning Strategy 2022-25, the School Place Delivery Programme 2023-25, and provided an update on academy conversion.

Resolved: That the following recommendations be shared with the Cabinet Member for Education and Skills:

- i. A report to be presented to a future meeting of the committee to consider the new schools programme in Northwest Preston, taking into consideration the outcome of the consultation, feedback from existing schools and what that means in terms of the next stage.



Work Programme 2023/24

The committee considered a report which provided information on the work programme for the Children, Families and Skills Scrutiny Committee.

It was suggested if the committee meeting scheduled on 1 May 2024 could be moved, as it was the day before the local elections.

It was also noted that attached at Appendix 'B' of the report was the Cabinet Member for Education and Skills and the Cabinet Member for Highways and Transport responses to the committee's recommendations, following its review of the report on the School Place Planning Inquiry Day on the 20 September 2023 and committee members were asked if they had any comments on the responses.

Resolved: That;

- i. The Children, Families and Skills Scrutiny Committee Work Programme 2023/24 be noted; and
- ii. The response to recommendations of the School Place Planning Inquiry Day be noted.



Meeting of the Community, Cultural and Corporate Services Scrutiny Committee

28 September 2023

Chair: County Councillor Ged Mirfin

Part I (Open to Press and Public)

Report of the Community Safety Working Group

The Chair welcomed County Councillor Peter Buckley, Cabinet Member for Community and Cultural Services, Clare Platt, Head of Service Equity, Welfare and Partnerships, and Alison Wilkins, Senior Health Practitioner (Stronger and Safer Communities) to the meeting.

The committee considered a report that provided an overview of the work undertaken by the Community Safety Working Group and detailed the recommendations of the working group.

Resolved: That the following recommendations be endorsed by the Community, Cultural and Corporate Services Scrutiny Committee and presented to the next meeting of the Lancashire Community Safety Partnership Board:

- i. That the amendments and updates made to the draft Community Safety Agreement 2022 – 25 be agreed subject to the following:
 - a. The addition of the following wording to be included in the agreement – 'We are looking at several ways to improve communication and links with elected members on community safety issues'.
 - b. Consideration to be given to multiple diagrams to be included in the agreement to explain which partners are involved in each of the 6 key issues.

Resolved: That the following recommendations be endorsed by the Community, Cultural and Corporate Services Scrutiny Committee and shared with the Cabinet Member for Communities and Cultural Services, subject to a minor amendment on recommendation ii (part e) that be amended to state meetings are held once every 4 months, not 6 months:

- ii. Officers to work with elected members to improve communication and links on community safety issues including:
 - a. Delivering a Bite Size Briefing to describe the work on Community Safety and the context within which that work sits for all county councillors.



Updates to include all key community safety issues affecting local communities as outlined in the Community Safety Agreement.

- b. Consideration to be given to an annual meeting to take place to coincide with the review of the Community Safety Agreement which involves councillors, wider stakeholders, and community groups.
 - c. Officers to meet with county councillors nominated to sit on local CSP's separately to help frame how they can be best supported in their role and to provide them with a better understanding of the community safety landscape, work that is already underway, and how we operate in partnership.
 - d. Officers who attend meetings of the CSP's, to be allocated to provide ongoing support for nominated councillors, with a briefing to be provided ahead of each CSP meeting to ensure that any relevant data is shared in a meaningful way.
 - e. A meeting of all county council representatives that sit on local CSP's to take place on a 4 monthly basis.
- iii. Consideration be given for elective member representation (observer status as a minimum) to be included on the Lancashire Community Safety Partnership Board.
 - iv. Consideration for the agenda and minutes of the Lancashire Community Safety Partnership Board meeting to be made available to members of the Community, Cultural and Corporate Services Scrutiny Committee and the Community Safety Working Group for the purpose of scrutiny.
 - v. Consideration to be given to the role of the Health and Wellbeing Board in relation to Community Safety.
 - vi. A mapping exercise to take place, to map out the full network of support, with an update to be provided to the Community, Cultural and Corporate Services Scrutiny Committee at an appropriate time.
 - vii. Information to be shared on what KPI's are currently used in terms of all the key issues, at an appropriate time.
 - viii. Consideration be given to how the Combined Authority proposal may impact how Community Safety arrangements will operate.

Change and Improvement: LCC Change Plan

The Chair welcomed County Councillor Alan Vincent, Cabinet Member for Resources, HR and Property (Deputy Leader), and John Morrissey, Director of Organisational Development and Change to the meeting.



The report provided an update to the committee on the development of the county council's Change Plan; and to set out the next steps for the committee to consider. It was noted that the implementation of the county council's Change Plan would begin from October 2023, and it was suggested that a further report on the progress of the recommendations be reported to the committee in 6 months' time.

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

- i. A further update to be provided to the committee on Change and Improvement: LCC Change Plan in 6 months' time.

Council Estate, Use and Occupancy of Council Buildings and Asset Disposal

The Chair welcomed County Councillor Alan Vincent, Cabinet Member for Resources, HR and Property (Deputy Leader), Mike Kirby, Director of Strategy and Performance, and Mel Ormesher, Head of Service Asset Management to the meeting.

The report provided an overview of the county council's property assets, use, occupancy, and the disposal process.

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

- i. Current map data provided for each of the Service areas, presenting the location of assets, to be provided in a table / grid form and, broken down by district.
- ii. Further information to be provided in relation to Table B: Property Assets Running Costs to include the following:
 - a. Costs to be broken down further for buildings that are owned by the county council (freehold) and those that are leased and include property holding responsibilities.
 - b. A performance table detailing the grades of costs for assets, for example different highlights for very expensive buildings to inexpensive buildings.
 - c. Breakdown of assets by cost per meter squared and information explaining what the total condition cost means. Where possible, data to be provided on the age of buildings and the impact this has on cost.
 - d. Clarity on what each of the P1, P2 P3 and P4 categories mean, including a link to the Asset Management Strategy.
- iii. A briefing note to be provided on the following:
 - a. Information on RAAC and what the situation is for Lancashire Schools and other county council owned buildings.



- b. Details on what the cost of working with LASER is to undertake a base line carbon assessment, and consideration be given to whether it would be more cost effective to bring this in house.
 - c. Regarding property asset disposals, data to be broken down by district (geographic location) and by category to determine what type of asset had been disposed.
 - d. Moving forward, data to be provided on relocation costs and / or savings for moving staff and facilities from buildings.
 - e. Information on what the revenue implications are of Property Asset Disposals, as detailed in Table C. Consideration to be given to business planning and tightening up the business case process, where the county council has service ambitions and opportunities for reconfiguring and relocating.
 - f. Data to be provided on buildings or rooms that have been let and leased for revenue purposes rather than disposed of.
- iv. Consideration be given to improving the briefing process to councillors so they are informed earlier in the process about assets that are available for community asset transfer so they can share their expertise and information in their communities and with prospect community groups who may be interested.
 - v. Benchmarking Data in this area of work from other authorities (taking into consideration specific and individual circumstances for authorities) to be shared with the committee once this information becomes available, further to a request made through the County Council's Network.
 - vi. Consideration to be given to a press release about how successful the process of property asset disposal has been at the county council.
 - vii. Consideration be given to a survey to be provided to community groups or CICs to capture valuable feedback from groups who have gone through the process of asset transfer. Information to be provided on the new processes put in place to strengthen the asset transfer process, agreed as part of the updated Asset Management Policy, and where possible, consideration be given to how successful the previous community asset transfer policy was and the length of time it took to complete a transfer.

Report on the Work of the Warm and Welcome Public Spaces Task Group

The Chair welcomed County Councillor David Westley, Chair of the Warm and Welcome Public Spaces Task Group to the meeting.

The report provided an overview of the work undertaken by the Warm and Welcome Public Spaces Task Group at its final meeting held on 30 March 2023.

Resolved: That the report on the Warm and Welcome Public Spaces, be noted.



Work Programme 2023/24

The committee considered the work programme for the 2023/24 municipal year, including the responses to the previous committee's recommendations from the relevant Cabinet Members.

Resolved: That the Community, Cultural and Corporate Services Scrutiny work programme for 2023/24, including the progress relating to the committee's recommendations, be noted.



Meeting of the Community, Cultural and Corporate Services Scrutiny Committee

9 November 2023

Chair: County Councillor Ged Mirfin

Part I (Open to Press and Public)

Strategy and Performance: Data and Analytics

The Chair welcomed County Councillor Peter Buckley, Cabinet Member for Community and Cultural Services, Mike Kirby, Director of Strategy and Performance, Donna Talbot, Head of Service Business Intelligence, and Vishal Mistry, Principal Data Manger, to the meeting.

The report provided the committee with an update on the county council's current position regarding its use of data and analytics, further to a report considered by the committee on the 10 November 2022.

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

- i. A report on the draft Artificial Intelligence Strategy to be presented to a future meeting of the committee, so that the committee can help shape the strategy, before it is presented to Cabinet;
- ii. A further report to come back to the committee at an appropriate time, taking into consideration the following:
 - a. The cost benefit analysis of delivering work related to data and analytics.
 - b. Staff resources and whether the county council has enough resource working on data analysis, including data manipulation and production of dashboards.
 - c. Benchmarking data against other local authorities in terms of data and analytics.
 - d. The implications that a combined authority might bring to the use of data.
- iii. The Partnership Working report due to be presented to the committee in March 2024, to take into consideration how we work with other external organisations (such as the NHS, Department for Transport, Police, and local authorities) on data sharing and Overview and Scrutiny and what forums are already in existence; and
- iv. Request the Environment, Economic Growth and Transport Scrutiny Committee to consider reviewing the Traffic Asset Management Plan (TAMP),



taking into consideration if it is working effectively and to what extent the data is demonstrating the need to address highway issues.

Communications / Digital Services: Update on The Council's Web Presence and Customers' Digital Experience

The Chair welcomed, County Councillor Peter Buckley, Cabinet Member for Community and Cultural Services, John Morrissey, Director of Organisational Development and Change, Ellen Smith, Customer Experience Lead, Andrew Hill, Head of ICT Operate, Terry White, Head of Service Customer Access, Ged Maclennan, Customer Access Manager, Clare Blackburn, Customer Service Manager, and Louise Wood, Strategic Communications and Web Manager, to the meeting.

The report provided the committee with key updates on areas of activity to improve the Customer Experience across a range of services, including digital and non-digital initiatives, within the wider organisational change context. The report also provided updates on the recommendations made by the committee at the meeting held on Thursday 9 March 2023.

Resolved: That the following recommendations be shared with the Cabinet Member for Communities and Cultural Services:

- i. Consideration be given to using a tool such as Acorn - CACI to help profile our customers and learn more about them and their needs;
- ii. A report to be presented to a future meeting of the committee to consider users that are digitally excluded, and information on what strategies are being put in place by the county council to address this need;
- iii. Agree to receive a customer experience dashboard on a scheduled basis, providing a small number of key indicators which illustrate progress against customer experience priorities; and
- iv. A report to be presented to a future meeting of the committee considering potential changes to ICT infrastructure due to the fast-changing pace of technology, the associated costs, and whether the council would have the necessary resources to keep up with these developments.

Work Programme 2023/24

The committee considered the work programme for the 2023/24 municipal year.

Resolved: That the Community, Cultural and Corporate Services Scrutiny work programme for 2023/24, be noted.



Meeting of the Environment, Economic Growth and Transport Scrutiny Committee

26 October 2023

Chair: County Councillor Rob Bailey

Part I (Open to Press and Public)

Electricity North West – Enabling Net Zero Infrastructure

The committee was presented a report which provided an update on progress in enabling net zero infrastructure in Lancashire.

Resolved: That:

- (i) Further consideration be given to inviting representatives from the National Grid on enabling Net Zero Infrastructure to a future meeting of the Environment, Economic Growth and Transport Scrutiny Committee.
- (ii) The Cabinet Member for Environment and Climate Change give consideration to the role Lancashire County Council has with Electricity North West Limited's Local Area Energy Planning (LAEP) process and confirm the council's position on this.

Ultra-Low Emissions Vehicles and LCC Fleet

A report was presented to the committee which provided details on measures to introduce ultra-low emission vehicles (ULEVs) into the Lancashire County Council fleet. The challenges presented by this, how they could be overcome and the technology and options that may be applicable to the fleet in the future were provided. The report also updated the committee on progress since the former Internal Scrutiny Committee report on ULEVs on the 4th March 2022.

Resolved: That a briefing note setting out the breakdown of the current fleet (including school buses) and the projection of future funding required to introduce Ultra-Low Emissions Vehicles into the fleet be provided to the Environment, Economic Growth and Transport Scrutiny Committee.



Meeting of the Health and Adult Services Scrutiny Committee 25 October 2023

Chair: County Councillor David Westley

Part I (Open to Press and Public)

NHS Lancashire Place Update and Future Arrangements

An update report was presented to the committee on the main areas of progress in relation to Lancashire Place and discuss proposals for the governance of the delegated responsibility acquired through the place partnerships.

From discussions, the committee confirmed the following feedback on the governance options for Lancashire Place:

- 1) The preferred option for Lancashire Place is a Joint Committee,
- 2) If it is possible that the statutory functions of the Health and Wellbeing Board could be integrated, then it should be combined with the Lancashire Place Partnership,
- 3) That the Lancashire Health and Wellbeing Board could be reframed from its current state subject to the results of any legal work to establish its feasibility,
- 4) Representation of the districts is required within whatever governance structure is decided upon.

Resolved; That the:

- i) Update and outcomes from the District Chief Executive Workshop be considered and the selected priority areas and approach to progression of these workstreams be endorsed.
- ii) Key updates from across the Lancashire Place be considered.
- iii) Feedback (as outlined above) be provided on the governance options for the future of the Lancashire Place.

Housing with Care and Support Strategy 2018-25

An update was presented on the current progress of the Housing with Care and Support Strategy 2018- 2025 since the last report to the committee on 1 February 2022.

Resolved; That the following be considered:

- (i) Progress with developments in Extra Care and Supported Living.
- (ii) Progress of reshaping supported living services, including the development of new settings and the decommissioning of some shared properties.

