



County Offices  
Newland  
Lincoln  
LN1 1YL

2 May 2018

**Council Annual General Meeting**

A meeting of the Council will be held on **Friday, 11 May 2018 in the Council Chamber, County Offices, Newland, Lincoln LN1 1YL, commencing at 10.30 am** for the transaction of the business set out on the attached Agenda. The attendance of all Councillors is requested.

Yours sincerely

A handwritten signature in blue ink that reads 'Richard Wills'.

Richard Wills  
Head of Paid Service

**Membership of the Council**  
**(70 Members of the Council)**

Councillors A G Hagues (Chairman), C R Oxby (Vice-Chairman), B Adams, W J Aron, T R Ashton, Mrs A M Austin, M D Boles, Mrs W Bowkett, Mrs P A Bradwell, D Brailsford, C J T H Brewis, T Bridges, Mrs J Brockway, M Brookes, R D Butroid, L A Cawrey, K J Clarke, Mrs K Cook, Mrs P Cooper, P E Coupland, G E Cullen, C J Davie, R G Davies, B M Dobson, S R Dodds, M T Fido, I G Fleetwood, R L Foulkes, M A Griggs, R Grocock, M J Hill OBE, R J Kendrick, P M Key, Mrs J E Killey, S R Kirk, Mrs C J Lawton, C S Macey, C E H Marfleet, C Matthews, A P Maughan, D McNally, Mrs A M Newton, Mrs M J Overton MBE, R B Parker, N H Pepper, Clio Perraton-Williams, E J Poll, Mrs S Rawlins, C E Reid, R P H Reid, R A Renshaw, S P Roe, P A Skinner, Mrs E J Sneath, A J Spencer, H Spratt, A N Stokes, M J Storer, C L Strange, E W Strengiel, Mrs C A Talbot, Dr M E Thompson, R H Trollope-Bellew, A H Turner MBE JP, M A Whittington, Mrs S Woolley, L Wootten, R Wootten, C N Worth and B Young



**COUNCIL AGENDA  
FRIDAY, 11 MAY 2018**

<b>Item</b>	<b>Title</b>	<b>Pages</b>
<b>1</b>	<b>To elect the Chairman of the County Council for the ensuing year</b>	
<b>2</b>	<b>To elect the Vice-Chairman of the County Council for the ensuing year</b>	
<b>3</b>	<b>Apologies for Absence</b>	
<b>4</b>	<b>Declarations of Councillors' Interests</b>	
<b>5</b>	<b>Minutes of the meeting of the Council held on 23 February 2018</b>	<b>5 - 18</b>
<b>6</b>	<b>Chairman to signify the appointment of Chairman's Chaplain</b>	
<b>7</b>	<b>Chairman's Announcements</b>	
<b>8</b>	<b>The Leader to report on Executive Portfolios and appointments to the Executive and appointments of Executive Support Councillors</b>	
<b>9</b>	<b>Statements/Announcements by the Leader and Members of the Executive</b>	<b>19 - 64</b>
<b>10</b>	<b>Appointment to the Post of Chief Executive</b>	<b>65 - 84</b>
<b>11</b>	<b>Questions to the Chairman, the Leader, Executive Councillors, Chairmen of Committees and Sub-Committees</b>	
<b>12</b>	<b>Political balance on Committees and Sub-Committees and allocation of places to political groups</b>	<b>85 - 88</b>
<b>13</b>	<b>Appointment of Chairmen and Vice-Chairmen of Committees and Sub-Committees (Except the Lincolnshire Health and Wellbeing Board, Health Scrutiny Committee for Lincolnshire and Bourne Town Hall Trust Management Committee)</b>	<b>89 - 90</b>
<b>14</b>	<b>Calendar of Meetings 2018/19</b>	<b>91 - 94</b>
<b>15</b>	<b>Overview and Scrutiny Annual Report 2017-18</b>	<b>95 - 120</b>
<b>16</b>	<b>Monitoring Officer's Annual Report 2017-18</b>	<b>121 - 130</b>
<b>17</b>	<b>2018 - 2023 Draft Engagement Strategy</b>	<b>131 - 160</b>
<b>18</b>	<b>Motions on Notice Submitted in Accordance with the Council's Constitution</b>	

#### Democratic Services Officer Contact Details

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**Please note:** for more information about any of the following please contact the Democratic Services Officer responsible for servicing this meeting

- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details set out above.

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[www.lincolnshire.gov.uk/committeerecords](http://www.lincolnshire.gov.uk/committeerecords)



**COUNCIL  
23 FEBRUARY 2018**

**PRESENT: COUNCILLOR A G HAGUES (CHAIRMAN)**

Councillors C R Oxby (Vice-Chairman), B Adams, W J Aron, T R Ashton, Mrs A M Austin, M D Boles, Mrs W Bowkett, Mrs P A Bradwell, D Brailsford, C J T H Brewis, T Bridges, Mrs J Brockway, M Brookes, R D Butroid, L A Cawrey, K J Clarke, Mrs K Cook, P E Coupland, G E Cullen, C J Davie, R G Davies, B M Dobson, S R Dodds, M T Fido, R L Foulkes, M A Griggs, R Grocock, M J Hill OBE, R J Kendrick, P M Key, Mrs J E Killey, S R Kirk, Mrs C J Lawton, C S Macey, C E H Marfleet, C Matthews, A P Maughan, D McNally, Mrs A M Newton, Mrs M J Overton MBE, R B Parker, N H Pepper, Clio Perraton-Williams, C E Reid, R A Renshaw, S P Roe, P A Skinner, Mrs E J Sneath, A J Spencer, H Spratt, A N Stokes, M J Storer, C L Strange, E W Strengiel, Mrs C A Talbot, Dr M E Thompson, R H Trollope-Bellew, A H Turner MBE JP, M A Whittington, Mrs S Woolley, L Wootten, R Wootten, C N Worth and B Young

**53      APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors R P H Reid, Mrs S Rawlins, Mrs P Cooper, E J Poll and I G Fleetwood.

**54      DECLARATIONS OF COUNCILLORS' INTERESTS**

Councillor S P Roe declared an interest in agenda item 6 (Council Budget 2018/19) and 7 (Council Business Plan 2018-2020) due to his family having land of interest noted within those items. Councillor Roe would leave the Council Chamber during consideration of these items.

There were no other declarations of interest at this point in the proceedings.

**55      MINUTES OF THE MEETING OF THE COUNCIL HELD ON 15  
DECEMBER 2017**

Councillor Mrs C A Talbot indicated that her declaration of interest at the last meeting of Council had been omitted from the minutes and asked that this be amended accordingly. At minute number 50 (Appointments to Lincolnshire County Council's Independent Remuneration Panel), Councillor Mrs Talbot asked that her declaration be included as follows:-

*"At this point of the proceedings, Councillor Mrs C A Talbot wished it to be noted that one of the proposed members of the Independent Remuneration Panel was a close family friend."*

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**RESOLVED**

That the minutes of the meeting held on 15 December 2017, subject to the amendment noted above, be signed by the Chairman as a correct record.

**56      CHAIRMAN'S ANNOUNCEMENTS**

The Chairman reported that since the last meeting of the County Council he had continued to carry out his civic engagements with pride.

He thanked the Vice-Chairman and Lady, Councillor Ron and Di Oxby, for representing him at civic functions when he had not been able to attend.

In particular, the Chairman had been delighted to welcome politics students from the University of Lincoln when they undertook a model UN debate in the Council Chamber. The Chairman had been inspired to see the enthusiasm of the students and possible future politicians.

It was with great sadness that the Chairman reported the death of former County Councillor Eric Davies, who represented the Spalding East and Weston Electoral Division from 1993 to 1997.

The Chairman reported that this would be the last Council meeting of Tony McArdle, Chief Executive, and, on behalf of the Council, thanked Tony for his hard work and commitment over the last 12 years and wished him well for the future. Group Leaders also paid tribute to Tony and wished him the best of luck in the future.

**57      QUESTIONS TO THE CHAIRMAN, THE LEADER, EXECUTIVE COUNCILLORS, CHAIRMAN OF COMMITTEES AND SUB-COMMITTEES**

Questions pursuant to Council Procedure Rule 10.3 were asked and answered as follows:

<u>Question by</u>	<u>Answered by</u>	<u>Subject</u>
a) S R Dodds	M J Hill OBE	Looked After Children Funding Gap
b) Mrs A M Austin	R G Davies	Boston Bypass
c) K J Clarke	R G Davies	Insurance claims relating to potholes
d) M D Boles	C J Davie	Economic development in Gainsborough
e) C L Strange	R G Davies	Question withdrawn

- |    |                     |                  |   |
|----|---------------------|------------------|---|
| f) | Mrs M J Overton MBE | M J Hill OBE     | Fairer Funding Campaign and the support given by the LGA and cross-parties              |
| g) | G E Cullen          | Mrs P A Bradwell | Increased costs in lifetime telecare services   |
| h) | P M Key             | R G Davies       | Budget reduction for street lighting  |
| i) | R A Renshaw         | R G Davies       | Increased number of staff to manage the reports of potholes, as encouraged in the media |
| j) | Mrs J E Killey      | M J Hill OBE     | Local policies in relation to the effect of plastic on the environment                  |
| k) | R B Parker          | R G Davies       | Dangerous parking in and around schools during peak times                               |

*NOTE: In line with his declaration of interest, Councillor S P Roe left the Council Chamber at 10.43am.*

58      COUNCIL BUDGET 2018/19

A report by the Executive Director for Finance and Public Protection had been circulated together with a separate document entitled 'Council Budget 2018/19', which described the Executive's Budget and council tax proposals.

It was moved and seconded and

**RESOLVED**

- (1) That there be one debate;
- (2) That Councillor M J Hill OBE, Leader of the Council, in introducing and moving the budget and in responding to issues raised during the debate be allowed to speak without limit of time;
- (3) That proposers of the amendments each be allowed to speak without limit of time;
- (4) That Councillors seconding the motions each be allowed to speak for six minutes;

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- (5) That other speakers be allowed to speak for three minutes; and
- (6) That no further substantial amendments be moved (other than the original amendments moved by Group Leaders)

It was moved and seconded:

That the Council:

- 1. Has due regard to the responses to the consultation on the Council's Budget Book proposals as contained in the appended Budget Book (Appendix D – Budget Consultation Feedback);
- 2. Has due regard to the Section 151 Officer's Statement on the Robustness of the Budget and the Adequacy of Reserves as set out in the appended Budget Book (Section 11 – Section 151 Officer's Statement on the Robustness of the Budget and Adequacy of Reserves);
- 3. Has due regard to the Impact Analysis relating to increasing the Council Tax by 4.95% in 2018/19 set out in the appended Budget Book (Appendix C – Impact Analysis relating to increasing the Council Tax by 4.95% in 2018/19);
- 4. Approves:
  - 4.1 The service revenue budgets for 2018/19 contained in the appended Budget Book (Table 4 – Net Service Revenue Budget 2018/19) amended so that the Net Service Revenue Budget for 2018/19 set out in Table 4 of the Budget Book is amended to:-
    - (a) Increase the Revenue Budget for the Sustaining and Developing Prosperity Through Infrastructure Commissioning Strategy in 2018/19 by £3.3m to £43.970m; and
    - (b) Increase the amount to be transferred to or from Earmarked Reserves by £3.3m to -£5.076m;
  - 4.2 The Capital programme and its funding contained in the appended Budget Book (Section 8 – Capital Programme) and (Appendix N – Capital Programme)
  - 4.3 The County Council element of the council tax for Band D property at £1,231.47 for 2018/19 contained in the appended Budget Book (Appendix B – County Precept 2018/19)

As together being the Council's Budget

- 5. Approves the Council's Financial Strategy contained in the appended Budget Book (Appendix E – Financial Strategy);



6. Approves the Council's Flexible Use of Capital Receipts Strategy contained in the appended Budget Book (Appendix G – Flexible Use of Capital Receipts Strategy);
7. Approves the prudential targets for capital finance and notes the prudential indicators contained in the appended Budget Book (Appendix M – Prudential Indicators);
8. Approves that the minimum revenue provision (MRP) be based on the asset life method, charged on an annuity basis for major infrastructure projects and in equal instalments for all other assets, over the estimated life of the assets acquired through borrowing as set out in the appended Budget Book (Section 10 – Minimum Revenue Provision);
9. Approves the change in the 2017/18 revenue budget as detailed in paragraph 1.6 to 1.7 of the report; and
10. Delegates to the Executive Director for Finance and Public Protection authority to make consequential amendments to the Budget Book to reflect the above amendments referred to at paragraph 4.1 above.

The Director for Finance and Public Protection has confirmed that these proposals are compliant with the existing Financial Strategy of the Council and represent a balanced budget for 2018/19. Subject to the outcome of the Government's Fairer Funding Review of local government funding the Council is potentially facing an ongoing budget deficit over the medium term and substantial savings or other actions could be needed in the period beyond April 2020 to deliver a balanced budget. These proposals reduce the funding available to assist in balancing future budgets from the Financial Volatility Reserve to £43.970m.

**An amendment (i) was moved and seconded by the Labour Group as follows:**

The Labour Group's alternative budget recognises that our residents look to the County Council to provide important services and opportunities to protect and promote their interests. Three such areas have been identified for extra funding.

Improving Social Mobility for Children and Young People: Last year the Social Mobility Commission published the State of the Nation report on social mobility in England. The research showed amongst other things that there were marked variations in the educational outcomes for children between different council areas in Lincolnshire. The widest gap was for 'Average attainment 8 score for pupils eligible for Free School Meals where North Kesteven was placed 23<sup>rd</sup> nationally whereas West Lindsey was in 304<sup>th</sup>. For the indicator '% of children eligible for Free School Meals achieving at least the expected level of reading, writing and maths at the end of key stage 2 we see Boston placed 26<sup>th</sup>, South Holland at 66<sup>th</sup>, North Kesteven at 81<sup>st</sup> whereas Lincoln are at 249<sup>th</sup> and East Lindsey at 265<sup>th</sup>.

The aim of the increased spending is to break down barriers to social mobility which too many of our children face today. It is a long-term project and it is important that it starts now. If not, then another year group of children will not have every chance to go as far as their talents and drive will take them.

Citizens Advice Bureau (CAB) Funding: Many people in our county are entitled to and rely on state benefits. For those people who need help and advice to make sure that they get their full entitlement, the only independent service is that provided by CABs. The particular area of CAB expenditure which this budget seeks to protect relates to 'Income Maximisation' which is about CABs helping people to get their full entitlement to state benefit, which in turn aids social mobility.

Park and Ride in Lincoln: Lincoln, as the major centre of population and business activity in the county, needs a permanent, properly funded Park and Ride service like those operating in other major cathedral cities like Norwich (which has 6 sites), York (6), Salisbury (5), Chester, Exeter and Winchester each with 4 sites), Canterbury and Durham (3 sites each). The city needs one to reduce environmental pollution and traffic congestion and improve journey times for local people and businesses, commuters, out-of-city shoppers and visitors.

It is proposed that the following amendments are made to the circulated 'Council Budget 2018/19' report:

Extra Spending (Revenue) 2018/19

- Add additional spending for the following range of social mobility related issues in Children's Services designed to level up the opportunity for educational attainment across the County for all children and young people:
 

Establish a social mobility task force (page 75, new line 3.2)	<b>£850k</b>
Expand the Small Schools Project (page 75, new line 3.3)	<b>£1,400k</b>
Expand research based interventions at primary schools in target areas (page 75, new line 3.4)	<b>£750k</b>
Trial research based interventions KS4 in target areas (page 75, new line 3.5)	<b>£500k</b>
Transition Post 16 - Introduce wraparound support for NEETS through bespoke support to develop essential skills for life and work (page 77, new line 3.2)	<b>£815k</b>
Introduce a social mobility drive through Children's Centre's (page 73, new line 3.1)	<b>£550k</b>
- Reinstate cuts in Citizen Advice Services funding to February 2017 levels plus inflation (page 91, new line 3.3) add **£420k**

- Cost of Borrowing for new capital schemes listed below:
  - Park and Ride in Lincoln (page 28, Appendix A, line 27) add **£150k**  
(Full year borrowing cost from 2019/20 is £600k pa)

In addition revenue running costs of £1.15m pa for park & ride would be incurred from 2019/20 when the scheme is assumed to be operational (page 93, new line 7.3)

#### Extra Capital Spending

- Park and Ride in Lincoln (page 21, Table 5, Gross Programme line, 2018/19 column) add **£10m**

(Add an additional line to Appendix N, page 68, under Environment & Economy to reflect the above additional capital scheme)

#### Funding of the Extra Spending 2018/19

£5.435m to be taken from the Financial Volatility Reserve. That reserve account will have an estimated balance of £53.541m at 31/03/2018 of which £1.776m is already spoken for in the Conservative-led council budget leaving the account at £46.330m after allowing for the additional £5.435m revenue spending.

It is expected that there will be an underspending of £20m in the current financial year which has been factored into the estimated year-end balance on the Financial Volatility Reserve of £53.541m.

The Director of Finance & Public Protection has confirmed that these proposals are compliant with the existing Financial Strategy of the Council and represent a balanced budget for 2018/19. Subject to the outcome of the Government's Fairer Funding Review of local government funding the Council is potentially facing an ongoing budget deficit over the medium term and substantial savings or other actions could be needed in the period beyond April 2020 to deliver a balanced budget. These proposals reduce the funding available to assist in balancing future budgets from the Financial Volatility Reserve to £46.330m.

In accordance with the Local Authorities (Standing Orders)(England)(Amendment) Regulations 2014, a recorded vote was held for the amendment (i) and, upon it being put to the vote, the amendment was lost.

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Details of the recorded vote taken:

Those voting for the amendment (i):

M D Boles, K J Clarke, G E Cullen, S R Dodds, P M Key, Mrs J E Killey, R B Parker and R A Renshaw.

Those voting **FOR – 8**

Those voting against the amendment (i):

B Adams, W J Aron, T R Ashton, Mrs A M Austin, Mrs W Bowkett, Mrs P A Bradwell, D Brailsford, C J T H Brewis, A Bridges, Mrs J Brockway, M Brookes, R D Butroid, L A Cawrey, Mrs K Cook, P E Coupland, C J Davie, R G Davies, B M Dobson, M T Fido, R L Foulkes, M A Griggs, R Grocock, A G Hagues, M J Hill OBE, R J Kendrick, S R Kirk, Mrs C J Lawton, C S Macey, C E H Marfleet, C Matthews, A P Maughan, D McNally, Mrs A M Newton, C R Oxby, N H Pepper, Mrs C L Perraton-Williams, C R Reid, P A Skinner, Mrs E J Sneath, A Spencer, H Spratt, A N Stokes, M J Storer, C L Strange, E W Strengiel, Mrs C A Talbot, M E Thompson, R H Trollope-Bellew, M A Whittington, Mrs S Woolley, L Wootten, R Wootten, N Worth and B Young.

Those voting **AGAINST – 54**

Those abstaining:

Mrs M J Overton MBE

**ABSTENTIONS – 1**

In accordance with the Local Authorities (Standing Orders)(England)(Amendment) Regulations 2014, a recorded vote on the motion was taken. Upon being put to the vote, the motion was carried.

Details of the recorded vote taken:

Those voting for the motion:

B Adams, W J Aron, T R Ashton, Mrs A M Austin, Mrs W Bowkett, Mrs P A Bradwell, D Brailsford, C J T H Brewis, A Bridges, Mrs J Brockway, M Brookes, R D Butroid, L A Cawrey, Mrs K Cook, P E Coupland, C J Davie, R G Davies, B M Dobson, M T Fido, R L Foulkes, M A Griggs, R Grocock, A G Hagues, M J Hill OBE, R J Kendrick, S R Kirk, Mrs C J Lawton, C S Macey, C E H Marfleet, C Matthews, A P Maughan, D

McNally, Mrs A M Newton, C R Oxby, N H Pepper, Mrs C L Perraton-Williams, C R Reid, P A Skinner, Mrs E J Sneath, A Spencer, H Spratt, A N Stokes, M J Storer, C L Strange, E W Strengiel, Mrs C A Talbot, M E Thompson, R H Trollope-Bellew, M A Whittington, Mrs S Woolley, L Wootten, R Wootten, N Worth and B Young.

Those voting **FOR – 54**

Those voting against the motion:

M D Boles, K J Clarke, G E Cullen, S R Dodds, P M Key, Mrs J E Killey, Mrs M J Overton MBE, R B Parker and R A Renshaw.

Those voting **AGAINST – 9**

There were **NO ABSTENTIONS**.

**RESOLVED**

That the Council:

1. Has due regard to the responses to the consultation on the Council's Budget Book proposals as contained in the appended Budget Book (Appendix D – Budget Consultation Feedback);
2. Has due regard to the Section 151 Officer's Statement on the Robustness of the Budget and the Adequacy of Reserves as set out in the appended Budget Book (Section 11 – Section 151 Officer's Statement on the Robustness of the Budget and Adequacy of Reserves);
3. Has due regard to the Impact Analysis relating to increasing the Council Tax by 4.95% in 2018/19 set out in the appended Budget Book (Appendix C – Impact Analysis relating to increasing the Council Tax by 4.95% in 2018/19);
4. Approves:
  - 4.1 The service revenue budgets for 2018/19 contained in the appended Budget Book (Table 4 – Net Service Revenue Budget 2018/19) amended so that the Net Service Revenue Budget for 2018/19 set out in Table 4 of the Budget Book is amended to:-
    - (a) Increase the Revenue Budget for the Sustaining and Developing Prosperity Through Infrastructure Commissioning Strategy in 2018/19 by £3.3m to £43.970m; and

- (b) Increase the amount to be transferred to or from Earmarked Reserves by £3.3m to -£5.076m;
- 4.2 The Capital programme and its funding contained in the appended Budget Book (Section 8 – Capital Programme) and (Appendix N – Capital Programme)
- 4.3 The County Council element of the council tax for Band D property at £1,231.47 for 2018/19 contained in the appended Budget Book (Appendix B – County Precept 2018/19)

As together being the Council's Budget

- 5. Approves the Council's Financial Strategy contained in the appended Budget Book (Appendix E – Financial Strategy);
- 6. Approves the Council's Flexible Use of Capital Receipts Strategy contained in the appended Budget Book (Appendix G – Flexible Use of Capital Receipts Strategy);
- 7. Approves the prudential targets for capital finance and notes the prudential indicators contained in the appended Budget Book (Appendix M – Prudential Indicators);
- 8. Approves that the minimum revenue provision (MRP) be based on the asset life method, charged on an annuity basis for major infrastructure projects and in equal instalments for all other assets, over the estimated life of the assets acquired through borrowing as set out in the appended Budget Book (Section 10 – Minimum Revenue Provision);
- 9. Approves the change in the 2017/18 revenue budget as detailed in paragraph 1.6 to 1.7 of the report; and
- 10. Delegates to the Executive Director for Finance and Public Protection authority to make consequential amendments to the Budget Book to reflect the above amendments referred to at paragraph 4.1 above.

The Director for Finance and Public Protection has confirmed that these proposals are compliant with the existing Financial Strategy of the Council and represent a balanced budget for 2018/19. Subject to the outcome of the Government's Fairer Funding Review of local government funding the Council is potentially facing an ongoing budget deficit over the medium term and substantial savings or other actions could be needed in the period beyond April 2020 to deliver a balanced budget. These proposals reduce the funding available to assist in balancing future budgets from the Financial Volatility Reserve to £43.970m.

59     COUNCIL BUSINESS PLAN 2018-2020

A report by the Chief Executive had been circulated.

It was moved, seconded and

RESOLVED

That the Council Business Plan 2018-2020 be approved as attached at Appendix A to the report.

*.NOTE: At 12.33pm Councillor S P Roe re-entered the Council Chamber,*

60     INTERIM ARRANGEMENTS FOLLOWING THE RESIGNATION OF THE CHIEF EXECUTIVE

A report by the Chief Executive had been circulated.

It was moved, seconded and

RESOLVED

That the Council, with effect from and including 1 March 2018:

1. Designates the Executive Director for Environment and Economy as the Council's Head of Paid Service;
2. Designates the Chief Legal Officer as the Council's Monitoring Officer;
3. Appoints Richard Wills, the Executive Director for Environment and Economy as the Returning Officer for County Council by-elections; and
4. Approves the amendments to the Constitution as noted within Appendix A to the report.

61     LINCOLNSHIRE HEALTH AND WELLBEING BOARD MEMBERSHIP REVIEW

A report by the Monitoring Officer had been circulated.

It was moved and seconded:

That the Council approves:

1. The appointment of the Police and Crime Commissioner for Lincolnshire together with the Chairman of the Lincolnshire Co-ordination Board as members of the Lincolnshire Health and Wellbeing Board; and

2. The associated changes to the Constitution as detailed in Appendix A of the report.

*Note: Members were asked to note that Appendix A of the report should read 'NHS England' and not 'NHS Commissioning Board'.*

An amendment by the Labour Group was moved and seconded as follows:-

That the membership of the Health and Wellbeing Board, as noted below in the extract from Part 2 of the Constitution pages 2/44-2/46, be amended, :

There will be a Health and Wellbeing Board. The Board will comprise:

The Executive Councillor for NHS Liaison, Community Engagement

The Executive Councillor for Adult Care, and Health Services, and Children's Services

The Executive Councillor for Libraries, Heritage, Culture, Registration and Coroners Service and Emergency Services

Five further County Councillors, one of which should be from an opposition party

The Director of Public Health

The Executive Director of Children's Services

The Executive Director of Adult Social Services Care

A designated representative from each clinical commissioning group in Lincolnshire

A designated representative from the NHS Commissioning Board

One designated District Council representative

A designated representative of Healthwatch

The Police and Crime Commissioner for Lincolnshire

The Chairman of the Lincolnshire Coordination Board

Upon being put to the vote, the amendment was lost.

Upon being put to the vote, the original motion was carried.

**RESOLVED**

That the Council approves:

1. The appointment of the Police and Crime Commissioner for Lincolnshire together with the Chairman of the Lincolnshire Co-ordination Board as members of the Lincolnshire Health and Wellbeing Board; and
2. The associated changes to the Constitution as detailed in Appendix A of the report.

## **62      MEMBERS ALLOWANCE SCHEME 2018/19**

A report by the Executive Director for Environment and Economy had been circulated.



It was moved, seconded and

RESOLVED

1. That the IRP report and recommendations be considered; and
2. That the proposed Scheme of Members' Allowances for 2018/19 as set out in Appendix A of the report be agreed.

63     PAY POLICY STATEMENT

A report by the Executive Director for Children's Services had been circulated.

It was moved, seconded and

RESOLVED

That the Pay Policy Statement as attached at Appendix A to the report be approved.

64     MOTIONS ON NOTICE SUBMITTED IN ACCORDANCE WITH THE COUNCIL'S CONSTITUTION

No motions on notice had been submitted.

The meeting closed at 12.52 pm

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## **COUNTY COUNCIL MEETING – 11 MAY 2018**

**Statement from: Councillor M J Hill OBE – Leader of the Council**

### **FINANCE**

#### **National Fair Funding Review - Consultations**

In the last year, working with other authorities in Greater Lincolnshire, we have:

- had several meetings with the Secretary of State and senior ministers;
- met and spoken with our Members of Parliament who are supportive of our campaign and have written to the Secretary of State;
- written to all town and parish council and received letters of support;
- undertaken a publicity campaign across the area to inform our residents and encourage them to support us.

The National Fair Funding review instigated by the Ministry for Housing, Communities and Local Government (MHCLG) is now in full swing. This review will set the basis for a revised funding arrangement for all local authorities in England from 1 April 2020. At that date it is expected that the revised funding regime will be based on a 75% localisation of business rates to local authorities. The Fair Funding Review will establish the baseline funding for all authorities under the new regime. Three formal consultations are expected as part of the Review. The first, dealing with spending needs, took place over last winter and the County Council made a submission to that review in March 2018. A copy of that response was e-mailed to all members on 12 March. Further consultations are expected later this year on the resources available to local authorities to assist them in funding service provision (eg. ability to generate council tax and other income) and on a transition mechanism for moving to the new regime. As the new regime will likely have winners and losers, a transition period is necessary. Members will be kept up to date on progress with the Review.

#### **Closure of the Accounts 2017/18**

This coming summer English local authorities are now required to close their accounts, and have them externally audited, two months earlier than has previously been the case – by the end of July as opposed to the end of September. Work is in hand to meet this accelerated timetable and it is intended that the financial statements will be approved at the Audit Committee meeting on 23 July 2018. A report detailing the outturn position on the revenue budget and capital programme will be presented to the Executive on 3 July, having been considered by the Overview & Scrutiny Management Board on 28 June. The Executive will then make any recommendations to change the current budget to the Council meeting in September.

#### **Business Rate Pilot Bid**

As Members will be aware the Government had previously expressed a desire to fully localise business rate income to local authorities by the end of this Parliament. The

current regime is based on 50% localisation. Progress on this matter in terms of legislation has been delayed by the need for the current session of Parliament to concentrate on Brexit related matters. The revised intention is now to aim for 75% localisation from April 2020. However, 100% localisation remains a longer term objective. With that in mind, the Government invited bids from two tier areas to pilot 100% localisation during 2018/19. A successful bid was submitted for Greater Lincolnshire, incorporating the County Council, the seven Lincolnshire Districts and North Lincs unitary authority. The financial benefit of a pilot is that the pilot authorities get to keep all growth in business rates generated in their area. At the time of setting the Council's budget in February this year, it was estimated that the net gain to the County Council from being a pilot authority was around £7.5m. The MHCLG have recently announced that they made a technical error in terms of funding attributable to business rate pilot authorities for 2018/19 and they intend to correct that error in the current year. The impact on the gain for the County Council is to reduce it by just under £1m to around £6.5m. Pilot authorities will make representations aimed at persuading the MHCLG to honour the original allocations. The gain is a prudent estimate and the actual gain will be based on the actual growth of business rate income within the pilot area over the coming year. The impact, if any, on the budget of the Council will be monitored during the year.

### **External Audit Arrangements**

Members may recall that the Council participated in a national procurement exercise around 18 months ago to secure new external audit appointments for all English local authorities. As previously reported in this statement, our current external auditors, KPMG, have been replaced by Mazars with effect from 1 April this year. KPMG are responsible for auditing the 2017/18 accounts and once they have reported their findings in the coming summer, their appointment will have effectively ended. Liaison and planning work is already taking place with Mazars. Mazars have secured a significant number of local authority clients in the East Midlands area as a result of the national procurement exercise.

### **Recognition for Insurance and Risk Team**

I am pleased to announce that the Council's Insurance and Risk Team were the winners of the 'Innovation in Risk Management' category in the Public Finance Innovation Awards 2018. This was against stiff competition from six other national entries. The judges commented on a very strong entry that was cutting edge, had engaged services across the Council, and which had been enthusiastically presented.

## **PROPERTY**

The Council continues to be an integral part of the Blue Light Programme where Fire & Rescue, Lincolnshire Police and East Midlands Ambulance Service are working together to exploit the opportunities of co-locating services across the County. The construction of the flagship project at South Park, in Lincoln, is progressing well. This will bring together all three services in a new operational hub; the site will become operational in the summer of 2019. Elsewhere in the County, Louth Fire station

became the first joint Fire and Ambulance Station on 1 November 2017 and in Sleaford, Fire and Ambulance Services will move into a new facility on 1 May.

The Council is leading the One Public Estate programme on behalf of Greater Lincolnshire, recent activity has included Asset Challenge in each District and has identified 50 collaborative opportunities across the County which will help rationalise the public estate, improve services, generate capital receipts and release land for housing and regeneration. Cabinet Office funding has been received for the development of a business case for the relocation of Lincoln Crown Court. Public sector hubs have been delivered in Boston and Spalding with the DWP co-locating with the District Councils.

The Council is developing partnerships with District Councils to provide Extra Care Housing: District Councils will develop the buildings via Housing Revenue Accounts with care contracts provided by the County Council. The first scheme will be in Lincoln.

The property services contract supplied by VINCI has successfully completed its third year enabling an extension to the contract. The contract was a recent finalist in the LGC national awards.

The County Council is establishing a wholly owned Holding company: the first subsidiary company will be a specialist housing company and the business case will be developed during 2018.

## **COMMERCIAL TEAM**

### **GO Awards**

In March 2018 the Commercial Team achieved national recognition for its work supporting the Adult Care and Community Wellbeing Directorate and the wider organisation, by being shortlisted as a finalist for four awards in the prestigious National Government Opportunities (GO) Awards. Nominations are in the categories of Procurement Innovation or Initiative of the Year – Health and Social Care Organisations, and Procurement Team of the Year. To have achieved finalist status for four individual awards recognising excellence in public procurement reflects the hard work, dedication and skill of the Team.

### **Wellbeing Service**

The Wellbeing Service (WBS) is a key preventative service providing timely support to help people live healthy independent lives longer. The re-provision of the WBS during 2017 was through dialogue with bidders, providing the opportunity for service improvements and better value for money. As a result, more people will be made safe in their home after a fall, a stronger network of community based support services will be available, and more people will benefit from the hospital discharge service which ensures individuals' homes are safe, warm and well provisioned. At the same time, savings of £500,000 over the life of the contract were achieved.

### **Delayed Transfer of Care**

Once again performance in both Adult Care and Public Health represents some of the best in the region, if not nationally. Delays caused by Adult Care remain low with performance in the upper quartile range.

At the height of the winter pressures, our Home Care providers were dealing with over 170 referrals a week and, in spite of this, more than 50% of home care packages from hospitals were started within 24 hours of referral.

### **Care Quality Commission**

In the last year, the county has seen significant improvement in the ratings awarded to care providers by the Care Quality Commission, with 23% fewer providers rated as inadequate or requires improvement compared to 2016.

### **Residential Framework**

The Council has successfully negotiated a new three-year agreement with its residential care providers. This provides a strong foundation to perform well and to meet oncoming challenges up to 2021. There continues to be a diverse market, with approximately 3,600 service users placed by Lincolnshire County Council across 275 residential homes in Lincolnshire, with an annual spend of over £120m.

A new cost model for Learning Disability (LD) residential services has now been developed with providers, which is a significant step forward in commissioning residential care.

### **Transitional Care and Reablement Beds**

Integrated working continues with Health with a third round of jointly commissioned Transitional Care and Reablement beds. Since the start of this initiative the Council has secured 98 beds, which have a key role in improving hospital discharges whilst securing capacity in areas where it is most needed.

### **Corporate Support Services Re-Provision**

As the Corporate Support Services contract has passed the half way point of the initial five-year term, the Team working with service leads has led on much of the development activity looking at what the future arrangements might look like. Further development and implementation work will be led by the newly appointed Chief Commissioning Officer. He will be supported by project management and assurance activity from the Commercial Team.

### **Commissioning and Commercial Board**

The Commercial Team provides constructive challenge and a critical friend role to commissioners in terms of outcomes, delivery mechanisms and commercial terms. It works with commissioners to help ensure effective delivery. The Team administers and attends the new Commissioning and Commercial Board, ensuring senior

stakeholder engagement at the outset. The Board first met on 24 July 2017 and has received 22 reports since then.

### **Apprenticeships Dynamic Purchasing System**

A Dynamic Purchasing System (DPS) to support the provision of Apprenticeships has been set up with approximately thirty providers. This is a legally compliant approved open list of providers which new providers may join. The DPS will be a flexible and efficient way for the Council and schools to procure apprenticeship training while also providing the maximum opportunity for local training providers to compete for the work.

### **New Agency Staff Contract**

New agency staff arrangements have been put in place to better ensure the Council can access the required skills from the providers most likely to meet the need. As a result there are now two contracts in place: Social Care and General Admin plus Legal.

### **Procurement Compliance Training**

A comprehensive training programme was put together to improve Council Officers' awareness of technical procurement requirements. Sixty officers attended a six- day training programme reducing the risk of legal challenges.

### **Project Management**

Project management support has been provided on priority activities across the Council, including:

- Blue Light Project demolition of the old site at South Park and the building of a new purpose-built complex, housing Fire and Rescue, Lincolnshire Police and the Ambulance Service;
- Lincolnshire Connected – a piece of visioning work giving direction for accessibility and transport in Lincolnshire over the next 20/30/40+ years, to have in place the right access and transport policies and plans for Lincolnshire, and to develop the right partnerships to deliver for the county;
- The 0-19 Children's Health Service successfully transferred into the Council on 1 October 2017 transitioning on a phased approach; and
- Geographic Information System (GIS) Replacement Platform – A new corporate GIS solution replacing a number of platforms and migrating over 500 users from Highways, Emergency Planning, Property, and Lincolnshire Fire and Rescue, reducing both operating and licensing costs.

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## **COUNTY COUNCIL MEETING – 11 MAY 2018**

**Statement from: Councillor Mrs P A Bradwell, Deputy Leader and Executive Councillor for Adult Care, Health and Children's Services**

### **CHILDREN'S SERVICES**

#### **Extension of the Leaving Care Services**

In April 2018 a Statutory Duty was placed on all Local Authorities to extend the offer of support to Care Leavers in the UK. Previously those children Leaving Care were offered a personal advisor service up to the age of 21, but with the new duty from the DfE we are now required to extend that service up to the age of 25. It was left to local authorities to decide how best to extend that offer of support, and Lincolnshire wasted no time in ensuring that the needs of all our young people were catered for.

Working with Barnardo's Leaving Care Service, we identified what the legislation required us to do, and then ensured that we put in place effective planning to meet the requirements of our young people. From 1 April 2018, anyone who previously left the support of the Leaving Care Service can return and request information, advice and guidance from a personal advisor.

The whole Leaving Care Service and the extended Service also works closely with other services – particularly CAMHS, Adult Social Care, District Councils, health providers and criminal justice agencies – ensuring there are seamless pathways for Lincolnshire young people to access the services they need at the right time from the best placed professional. We are delighted to confirm that we have twenty care leavers attending university

#### **Children Centres Community Maternity Hubs**

Children's Services are a partner in the Local Maternity System to implement the national Better Births programme. As part of this joint working we have developed four community-based Maternity Hubs which have been launched with much positivity. Each of them is based in a Children's Centre within the county: in Lincoln Birchwood, Grantham Swingbridge, Skegness and Boston Children's Centres. Each one has held a launch event: two in December 2017 and two in January 2018. The engagement, both in a physical presence and virtually via social media, has been very encouraging with our greatest success at Skegness where over a hundred people attended on the day and 10,000 people joined the event remotely via live streaming.

The hubs provide access to Community Midwifery services, to enable families to access antenatal appointments locally within an environment that is friendly and comfortable. It also gives an opportunity to introduce families to the services Children's Centres can provide after their baby is born. There are great examples of how this is already seeing added value with the Boston team engaging with GPs and the Neighbourhood teams to discuss integration of other services for the benefits of the Community.

As this is a pilot, we want to ensure the benefits and outcomes are evaluated effectively. We will therefore be working with Lincoln University to plan the evaluation process.

### **Special Educational Needs: Transfer of Statements of SEN to Education, Health and Care Plans**

The Special Educational Needs and Disability (SEND) provisions in the Children and Families Act 2014 were introduced on 1 September 2014. There was a statutory duty placed on local authorities to transfer from a statement of Special Educational Needs to an Education, Health and Care Plan (EHC) all children and young people with statements of SEN who meet the criteria for an EHC plan, or have made a decision that it was not necessary to issue an EHC plan, by the 1 April 2018. Local authorities also had a duty to hold a Transfer Review – that is an EHC needs assessment in accordance with the Special Educational Needs and Disability Regulations 2014.

An EHC plan details the education, health and social care support that is to be provided to a child or young person who has Special Educational Needs or a disability.

The Department for Education expected that all young people who had a statement of SEN and who would have continued to have one under the previous SEN system would be transferred to an EHC plan. Lincolnshire had 3,300 children and young people with a statement of SEN when the new legislation was implemented in September 2014. Since that time an additional 1,300 young people have been issued with an EHC plan.

Many authorities have been unable to complete all transfers by the deadline and in March 2018 there were still 14,305 young people across the country who had not had their statements transferred. Despite the significant increase in requests for EHC needs assessments, Lincolnshire has achieved 100% compliance with the requirements to transfer existing statements of SEN. In addition, the SEND Service is finalising new EHC plans within the statutory twenty weeks in 95% of cases. Nationally, this figure is around 63%.

The authority is proud of its achievement in ensuring that children and young people are receiving their EHC plans in a timely way to ensure that all those involved with them are clear about the support they need and how that will be provided.

### **Lincolnshire Learning Partnership**

The partnership has established its purpose as a 'strategic board to set the conditions for schools to thrive in Lincolnshire.' Its mission is to ensure that 'all children and schools in Lincolnshire are our collective responsibility. Every child and school is known, valued and supported to achieve. No school is more important than an individual child's needs.'

The partnership has now been in existence and leading the sector-led model of school improvement for two years. It has been funded by the Schools Forum since its inception and additional funding was secured to continue the work until 2020. The central focus remains on the development and provision of high quality education provision for Lincolnshire's children and young people.

Further to the £500,000 awarded to support English attainment and achievement in Lincolnshire, the Lincolnshire Teaching Schools Together partnership (LTT) has been awarded £253,000 to boost primary school-to-school support for pupils aged 9-11. The funding will be used to focus on support for mathematics under the Lincolnshire Attainment Maths Project (LAMP), so that pupils make the best possible progress through their primary years. Boston Staniland Academy, Witham St Hughs Academy, Bourne Westfield Academy, Lincoln Mount Street Academy and Sandon School & Ambergate Sports College in Grantham are driving the collaboration and support with other schools as part of this Teaching Schools Together project.

This welcome funding boost will help ensure support is targeted at the schools that need it most in Lincolnshire. It makes sense that we use the talent, skills and experience of our teaching schools and those that are leading the way in terms of performance to drive improvements in other, more vulnerable schools.

### **Education Support**

Lincolnshire County Council continues to successfully deliver new school places across the county. In April 2017 we secured a £23m Basic Need capital allocation for 2019/20 towards providing additional school places across the county and we are in the process of planning for 2020/21 and beyond as well as reviewing Special School places. From 2011 through to 2020 over £90m will have been invested into Lincolnshire schools to ensure that there are sufficient school places to meet the needs of local communities. This will include our most recent new school, Grantham Poplar Farm, a 420-place primary school scheduled to open in September 2018, along with other successful collaborative projects with schools and academies across the county to create additional school places.

Creating enough school places ensures that parents and carers can secure a local school place for their children. Almost all parents now apply online for their child's school place when starting primary or secondary school for the first time. For these admissions, despite rising pupil numbers, more than 9 out of 10 parents still get their first choice school. This is in line with regional figures and better than the national average. Despite an increase in the Reception intake for September 2018 compared to 2017, the first preferences being met have increased from 94% in 2017 to 95% in 2018.

### **Ten days of events to celebrate ten years of Children Centres in Lincolnshire**

During May 2018, Children's Services will be holding events to promote the successes of our county's Children Centres. In total, there are 48 centres across the county. These were delivered in three phases, initially from 2004 to 2006, the second from 2006 to 2008 and finally phase three from 2008 to 2010. The Children Centre programme was funded via a capital grant received from central government.

The centres in phase two of the programme will be celebrating their 10<sup>th</sup> anniversary since their official opening in May 2008. This provided an additional 23 centres across the county, enabling families with children to access a range of services in one place. It was a huge achievement to plan, develop, and deliver 23 capital projects within a two-year period across the county. Over the past ten years the Children Centres have become a fundamental part of our Children's Services locality delivery model across Lincolnshire. The centres range from stand-alone buildings to integrated provision with schools providing opportunities for families to access services within their local communities. We are going to celebrate the 10<sup>th</sup> anniversary of the official opening from Monday 21 May to Friday 1 June 2018, promoting activities at each of these centres to engage existing users and new families to the provision available.

### **Caring2Learn**

Caring2Learn is a research project funded by the Department for Education through the Partners in Practice programme.

The overall aim of the project is to improve a wide range of learning outcomes for Lincolnshire's looked after children and young people. The project wants all Lincolnshire education settings to be confident in nurturing looked after children and young people so they achieve better than expected progress. We want both foster carers and residential care workers to champion education in the home. We want all our looked after children and young people to feel safe and to feel they belong in their home and school, which will provide them with a solid foundation to have the confidence to go on to learn, be aspirational and achieve their full potential.

Thirty two foster carers and sixty five education settings from the Lincolnshire community are participating, along with representatives from each of our Children Services areas. Caring2Learn have also recruited the first cohort of sixteen Foster Carer Education Champions. They are currently completing an induction programme which includes working and training across services and education. Their aim will be to support carers and the links between homes and education.

### **Nominated for award for podcast "The Adoption" about Lincolnshire's adoption process**

Back in the autumn of 2017 a podcast was broadcast by Radio 4 which followed the story of two children from Lincolnshire, who were going through the Family Court. The Court ultimately agreed that it was not safe for the children to be left in the care of their family and it would be in their best interests to be placed with prospective adoptive carers. Our adoption team worked very closely with the production team to make sure that the preparation for this sensitive and informative documentary was carefully managed. The birth family, the children, the adopters and the social workers were all heavily involved and contributed to this programme. The resulting podcast provides real insight into the experiences of all those involved in the process, and how we manage adoption in the county. The programme has received a number of accolades and has recently been nominated for two national awards, namely *Podcast of the Year* in the Drum Online Media Awards and *Best Family Podcast* in the British Podcast Awards.

## **ADULT CARE**

### **Hospitals**

Adult Care staff based in acute hospitals have worked with our reablement, home care, and care home providers and health colleagues to achieve over 5,500 discharges this winter. Adult Social Care delays remain very low in Lincolnshire at 6.6% compared to nationally 32% - this is upper quartile performance. At the same time, the County Council's commissioned reablement service has delivered 16% more support over this winter compared to last winter. Over 60% of people who received reablement did not need ongoing support and over 95% of people are very satisfied with their reablement support. Despite 'winter pressures' staff are doing an incredible job.

### **Workforce Development**

In the last twelve months, we have focussed on supporting further improved practice within the Adult Care workforce to encourage greater resilience and use of community resources. We continue to work closely with our partners including LinCA (representing social care providers) to address the wider workforce challenges which Lincolnshire is faced with, including the recruitment of care workers, and nurses within nursing homes as well as the more experienced social workers and occupational therapists.

### **Integration and Neighbourhood Teams**

Adult Care continues to work closely with partners across the health and care system to roll out Integrated Neighbourhood Working – with Gainsborough, Stamford, Grantham, Lincoln North, Spalding and Boston leading the way. Phase 2 of the roll out is underway to ensure that all teams are in place and are operational as soon as possible. Adult Care staff are co-locating with primary health care using the opportunity of the 'One Public Estate' programme. The Secretary of State for Health and Social Care recently announced that Lincolnshire will be one of three systems in England identified as a pilot site for Integrated Health and Care assessments. This will ensure vulnerable adults in Lincolnshire tell their story once, and have a truly joined-up experience. Integrated Personal Commissioning remains a focus for Adult Care and as a demonstrator site we are working with local and national partners to expand this programme and build on the early successes.

The Enhanced Care Home project continues with representatives across health and care exploring opportunities to develop support systems via technological innovations, telephone and skype support and face-to-face assistance to ensure people avoid unnecessary admissions to hospital and receive more primary health care support in residential settings.

Falls prevention and response will be a focus for joint work across the Adult Care workforce this year with the implementation of the countywide Wellbeing Service. A number of falls projects including a falls vehicle for the east of the county will be

working towards both reducing falls and assisting people who have had a fall to remain in their homes for longer. This is a very important area, as we know many residents find themselves being taken to A&E after a fall when it isn't necessary. This must be better for residents.

### **Better Care Fund**

The Lincolnshire Better Care Fund (BCF) for 2018/19 is £230m, of which £56.165m is the national allocation. Lincolnshire's BCF fund continues to be one of the largest in the country and gives us influence on policy development at a national level. This now includes our involvement with the NHS England Strategy Team. Lincolnshire County Council is one of a small number of councils currently involved in a project looking to create products which can be used by other areas across the country, as part of the wider national development towards integrated systems of care.

This year's BCF again includes increases in the national funding streams which have been allocated to Lincolnshire as part of the overall £230m total. These increases result from:

- Inflationary increases in CCG funding and, as a result, in the CCG funding for the Protection of Adult Care Services
- Increases to the 'Improved' Better Care Fund (iBCF) funding that was announced by the Chancellor in November 2015 and March 2017 which totals £23.858m in 2018/19
- Increases to the Disabled Facilities Grant funding which is passed onto District colleagues totalling £5.698m
- Innovative partnerships are being formed with District Councils and Housing Associations to develop much needed Extra Care Housing across the county. The first schemes will be in Lincoln and Sleaford and in both cases the District Council will build the facility with care provided by Lincolnshire County Council. The Council will have nomination rights in both facilities for a thirty-year period. The first facilities are expected to open in 2019/2020.

The requirement to ensure that the funding has a positive impact on performance in such areas as Delayed Transfers of Care, Reablement and Non-Elective Admissions continues and the Lincolnshire's Health and Care System has worked hard to ensure that those delays continue to fall.

## **PUBLIC HEALTH**

### **The 0-19 Children's Health Service**

September 2019 will see all schools making available a Relationship and Sexual Health Education programme to their students. This is in response to the Children's Commissioner's assessment that most children needed more education and emotional support in understanding their development and how to manage relationships, including protecting themselves from harm and managing online relationships. Our innovative response to this development will be offered to schools

via a new team of advisers working directly with schools, parents and young people to make sure we are offering high quality support in this important area.

### **Telecare**

On 1 April, a number of new services went live in our prevention and early intervention programme, all of which are designed to help local people live well and independently in their own homes for as long as possible, avoiding the need for higher cost services. Local people can now benefit from a range of telecare services, ranging from basic alarms through to higher technology equipment like falls monitors. People can sign up for a 24/7 Response Service which will provide support to them when they need help but are not experiencing an emergency. We have communicated with over 7,000 vulnerable people during March. This was a challenging task for officers in the Council and in provider organisations, but one which I am pleased to say has progressed well.

### **Wellbeing Service**

The Wellbeing Service now offers, amongst other things, an enhanced falls lifting service for people who sign up to receive a response service and a generic support service which can be utilised for up to twelve weeks rather than the six-week period in the old model.

### **Substance Misuse**

The substance misuse treatment service recently had its first annual inspection which highlighted that treatment is safe and well delivered. The new recovery service is developing well and is now running educational and peer support programmes across the county. The annual inspection also showed the service to be overall good and moving well towards its long term objectives.

During 2017/18 those at risk of harm due to parental or sibling substance misuse were seen as a prevention area that could be developed. To address this, 700 training places were commissioned for front line children's workers. This hidden harm training will be completed through 2018/19 and will help those in contact with young people to better identify and help those at risk of harm, thus lowering the chances of them engaging in substance misuse in the future.

### **Director of Public Health 2018 Annual Report**

Considering ageing and wellbeing, I am pleased to draw to members' attention the imminent publication of the 2018 Annual Report of our Director of Public Health. The report updates us on some of the environmental and biological risks to us all in one chapter and making a case for the health and care system, in partnership with local people, to maximise the wellbeing improvements possible as we age in the other. Ageing, ill health and disability are not inevitable partners is the message in the report and the developments in our prevention and early intervention services announced earlier are evidence of how seriously I take this agenda.

## **COMMERICAL TEAM**

### **Care Quality Commission**

CQC ratings across Lincolnshire have continued to improve. We now have seven providers rated as outstanding (an increase of four since the start of the year) and 234 rated as good.

Over the last twelve months the Commercial Team has focused its attention on providers that require improvement and this has played a part in a 23% reduction in providers rated as inadequate or requires improvement since October 2016.

Nursing provision continues to be a high priority area, with providers across the county reporting difficulties in recruiting and retaining nurses. In the last three years, twelve homes have deregistered from nursing which has resulted in a net loss of over 400 nursing beds across the county. Through the new residential contract and fee settlement, LCC is seeking to support nursing providers, but further engagement with health colleagues on a national level is required to ensure security of provision in the future.

### **Residential and Nursing Care**

The Council has successfully negotiated a new three-year agreement with its providers of residential care which came into effect on 1 April 2018. This provides a strong foundation for both the Council and the Adult Care market to continue to perform well and to meet oncoming challenges up to 2021. There continues to be a healthy and diverse market for residential care, with approximately 3,600 service users placed by Lincolnshire County Council across 275 residential homes within the county, accounting for an annual spend of over £120m.

In addition to this, the Council is launching an innovative new cost model for Learning Disability (LD) residential services. The new model has been developed in conjunction with LD providers over the last 18 months, representing a significant step forward in how the Council commissions residential care.

### **Wellbeing Service**

Our reformed Wellbeing Service went live on 1 April this year with the refreshed service *Wellbeing Lincs*, which aims to provide timely support that enables and empowers people to live healthy independent lives and reduce/delay escalation into more costly health and care services. It includes assessment, generic support, small aids and adaptations, telecare response and hospital in-reach services. I am excited about the lead we are taking in ensuring that we help people to stay well and independent for as long as possible – which is good for local people.

## **ADULT AND COMMUNITY LEARNING**

There continues to be high demand for Adult Learning provision that increases the skills of people in our communities, giving them new career opportunities and



allowing local businesses to recruit the talented employees they need to develop. So far in the 2017/18 academic year we have worked with over 4,000 learners, delivering 527 qualifications ranging from GCSE English and Maths to Food Safety, helping learners to progress into work.

The Family Learning Service has been supporting Tower Road Academy in Boston with its ambition to achieve '*Leading Parent Partnership Award*' (LPPA) status. We were delighted to meet with the LPPA Assessor to discuss how the school engages and works with parents, particularly via its very successful Family Learning programme which supports parents to be better able to help their children as well as develop employability skills. Feedback from the verifier was that the school was one of the best five schools that he has validated in his ten years of doing the job and that the school should become a case study for parental engagement.

The service has been collecting nominations from providers and tutors for the annual '*Learner of the Year Award*' which is presented at the Lincolnshire Show, which I hope as many councillors as possible will attend to meet the learners.

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## **COUNTY COUNCIL MEETING – 11 MAY 2018**

**Statement from: Councillor C J Davie**  
**Executive Councillor for Economy and Place**

### **Triton Knoll**

On 5 September 2016, development consent was granted by the Secretary of State for the construction and operation of the cabling and substation infrastructure which will support the still-to-be-constructed Triton Knoll Offshore Wind Farm.

The Council continues to be involved in this project, working with local groups and landowners to protect the coastal environment. Progress is slow, but recent meetings have focused on archaeology, ecology, site investigation and the Community Investment Fund. Project communications are also being discussed, covering the various site investigations, sequencing plan and public exhibitions.

### **Viking Link**

The project to install a cable to link the UK National Grid system with Denmark has reached the planning submission stage. Applications have been submitted to the four Districts which the cable will pass through and for the converter station at Bicker Fen. South Holland District Council and Boston Borough Council have already resolved to approve the applications for the development in their areas. East Lindsey are expected to resolve to approved their application in early May and North Kesteven will be considering their application on 15 May. No decision notices will be issued until all four authorities have reached a decision on all the applications.

Should all the applications be approved and the Secretary of State decides not to call the applications in for a public inquiry, it is anticipated that work could commence in summer 2019. However this is very much dependent on no planning challenges and the land ownership matters being satisfactorily resolved.

### **Peppermint Junction**

The Peppermint Junction road improvement scheme in Holbeach was completed on time in December 2017, with work comprising the completion of two new roundabouts on the A17 and A1151 respectively. These roundabouts have seen immediate safety improvements on the A17 in particular and also provide direct access to employment and residential development land on the northwest edge of Holbeach. Work is now well underway to bring forward these large development sites with the residential development land (with scope for circa 650 dwellings) now being marketed for sale and plans for a Food Enterprise Zone (FEZ) also being progressed.

The University of Lincoln will be an early "anchor" occupier on the FEZ and has submitted a reserved matters planning application to the Local Planning Authority for approval. The University will be occupying a 2,384 acre site which will comprise of a Food Centre of Excellence providing high quality post-graduate training and research facilities. The Council is working with utility providers to service the first phase of the FEZ and I am pleased to report that the Greater Lincolnshire Local Enterprise

Partnership (GLLEP) has now agreed contracts with LCC to provide a £3million "Growth Deal" contribution toward the enabling infrastructure. All stakeholders involved in bringing forward the FEZ are working hard to allow work on the construction of the Centre of Excellence to begin in late 2018.

### **Enterprise Commissioning**

In my last report to Full Council I explained that I had led a trade delegation to Hunan province in China. Since then we have continued to pursue economic opportunities between businesses and education providers in Lincolnshire and in Hunan. In April, I hosted a visit of around 70 businesses and politicians from Hunan. The businesses met counterparts from Lincolnshire, and I am aware that several new trade opportunities are now being pursued.

We are putting Lincolnshire on the world stage. Working with GLLEP, we also continue to promote Lincolnshire to UK based developers.

We held a "Lincolnshire in London" event in early March where around 30 Lincolnshire developers brought their potential clients to our meeting, raising the number of attendees to close to 100. Feedback from the event indicates that a number of specific contracts have been signed as a direct result of our event.

We also hosted a Team Lincolnshire brunch at the annual MIPIM property event in France in March 2018. Our attendance at MIPIM was funded by 28 private developers and by the GLLEP. The Lincolnshire brunch was attended by 165 developers, which indicates the level of interest in our county.

In mid-April we held a successful business networking event at the Belton Horse Trials. The event was promoted by our group of business partners, Team Lincolnshire. Close to 100 representatives of businesses and developers attended, and they received information about economic opportunities from both the Leader of the Council, Cllr Hill, and from myself. Matthew Lee, Leader of South Kesteven District Council, also spoke and we had a motivational speech about recruiting young people delivered by the Council's own HR adviser. The purpose of this event was to put developers in touch with possible partners, and I know from feedback that several business opportunities are being pursued. One area we will be exploring as a direct outcome of the event relates to us making contact with business partners who might support the Council's own drive for Extra Care Housing.

Employers tell us that there are two major challenges that constrain their growth: a lack of utility infrastructure and a difficulty in accessing skilled workers.

We continue to lobby hard for improved utilities in Lincolnshire, but we do need to find our own local solutions too. My support councillor, Councillor Mark Storer, and I have explored opportunities around Smart grids, electric vehicle charging points, and we were very impressed when we visited Hemswell Cliff Business Park where they have implemented a local solution based on a neighbouring anaerobic digester facility.

We also continue to lead skills initiatives: 3500 trainees and 900 businesses have already benefitted from our Skills Support to the Workforce programme. We will shortly also be launching a Career Learning scheme which will help employed

people to gain training in order to develop their careers further. This is a pilot scheme funded by Government and we are one of just a handful of areas in the country who are receiving this funding.

Providing business premises continues to be a priority. The Council's economic portfolio of sites is currently healthily occupied. It is 90% full, which gives us a useful income whilst leaving us with some headroom to respond to economic opportunities or any shocks. I have taken the formal decision for us to move ahead with delivering the Holbeach Food Enterprise Zone, and currently we are preparing for the handover to the County Council of the North Sea Observatory at Chapel Point. This is a truly magnificent building and it will add to our overall plans to extend and diversify the tourism season.

Finally, councillors will be aware that important anniversaries such as RAF 100 and Mayflower 400 help us to attract visitors to the county. I was delighted to see the excellent publicity that the various RAF anniversary events have generated locally and, as a direct result of us working with partners across the country, we are now starting to see the arrival of new American visitors to Lincolnshire.

### **Flood Risk**

We continue to work with our partners to reduce local flood risk to the residents of Lincolnshire in a cost-effective way. For example, a £1.1m flood alleviation scheme has recently been completed at Stamp End in Lincoln to protect 119 properties from surface water flooding, and similar value-for-money schemes in other places are being developed and prepared for delivery this year. Looking ahead, so that we can do more, we will endeavour to attract a significant proportion of external funding to support the Council's own capital investment in schemes to protect the public from flooding.

A review of our existing partnership arrangements and their governance has been completed this month, in preparation for a complete updating of our joint flood risk and water management strategy. The partnership and strategy were ground-breaking, and have been considered national exemplars of good practice since they were first developed in 2010 and 2012 respectively. However, in order to remain effective, we need to ensure that more recent developments, such as the establishment of Local Enterprise Partnerships, are fully reflected in our strategic and local approach to managing flood risk. The revision of the flood risk strategy will seek to achieve this, and we anticipate its completion by next April.

### **Coastal Development**

The Council continues to work closely with our partners to develop appropriate ways and robust approaches to managing our coastline. While the Environment Agency is the operating authority with responsibility for maintaining coastal defence structures, the importance of these to the successful growth of our economy means that the Council has a significant role to play in ensuring that they continue to provide the widest possible range of benefits as well as sustaining their basic function as flood risk management assets. Public consultation on the next stage of managing the east coast after 2021 has recently been completed, and we will be engaged in the next few months in refining proposals for the coast, initially for 2021-26, but also for the longer term future.

In a similar vein, the Council is supporting the development of a strategy for flood risk management on the Humber, which is important for Lincolnshire in terms of the potential impacts of estuary flooding on the upper reaches of the tidal Trent and Ancholme. A public consultation, similar to that for the east coast, is expected towards the end of this year.

## **Environment**

In early April Anglian Water published its draft proposals for managing public water supplies for the next five years, in the context of the need to explore how resilience of supply can be secured over future decades. The Council will be responding in detail to this consultation draft Water Resources Management Plan, and we see this as the first step in developing a robust vision, with our partners, for managing future water resources that meets the needs of communities and businesses in the long term.

Earlier this year, Defra published its twenty-five year plan for the environment. This policy document incorporates ideas previously articulated in a Government White Paper and in independent research, such as the Lawton report. It is the first that comprehensively links environmental management with community and economic growth, and provides a framework within which Lincolnshire can further develop its approach to this area. In particular, the concept of natural capital is a useful mechanism that we can apply to existing and emerging initiatives to ensure that we realise the full range of potential benefits to the health and well-being of local communities from successful environmental enhancements.

Work is now in progress to develop the Council's third Carbon Management Plan, building on the success in meeting the ambitious targets in the previous plan. This has begun with discussions in the Environment and Economy Scrutiny Committee, and officers are currently putting together a new plan for further examination later in the year.

## **COUNTY COUNCIL MEETING – 11 MAY 2018**

**Statement from: Councillor R G Davies, Executive Councillor for Highways, Transport and IT**

### **HIGHWAYS AND TRANSPORT**

#### **Highways 2020**

The Highways 2020 project is looking to replace the existing Highways Alliance contracts which end on 31 March 2020. The three existing contracts deliver the majority of highway works, traffic signal maintenance and enable Lincolnshire County Council (LCC) to access professional consultancy services.

The Highways 2020 Options Appraisal stage concluded on 5 December at the Executive meeting, where the recommended option was approved. The preferred model, supported by the Highways and Transportation Scrutiny Committee, is a developed iteration of the existing model that offers the most effective and efficient mechanism for delivering the Highways Service in Lincolnshire.

The current phase of work involves the preparation of contract documents to deliver the improvements identified in the selected option. During this crucial phase, the project team are continuing to meet providers to ensure that the approach taken by LCC remains attractive. An industry day has been arranged for later this month which will set out the procurement timescales and enable providers to gain a better understanding of the service. It is anticipated that the Highways 2020 procurement process will commence in June/July 2018 to allow sufficient time for a six month mobilisation period before the contracts start on 1 April 2020.

#### **Alliance Performance**

The Lincolnshire Highways Alliance has commenced its ninth year of operation. The final extension of the contract (up to its full ten year length) was awarded at the end of the seventh year, so incentives are no longer linked to contract extensions but rather to a share of the financial 'pain or gain', as well as reputation and the chance to re-bid for the next Term Maintenance Contract.

The results, per contract area, for quarter three of year eight were:

- Alliance Key Performance Indicators (LCC/Kier/WSP/Dynniq) – 62%
- Highways Works Term Contract Performance Indicators (Kier) – 87.5%
- Traffic Signals Term Contract Performance Indicators (Dynniq) – 95%
- Professional Services Contract Performance Indicators (WSP) – 85.5%
- Client Performance Indicators (LCC) – 64%

The performance achieved in quarter three suggests that the Alliance Indicators are at a challenging and appropriate level, however the results of the National Highways and Transportation (NHT) public satisfaction survey has had a significant adverse impact. Client performance has also dipped; mainly as a result of failing to have programmes of work agreed by the prescribed date. This was partly as a result of the

changes in the Future Operating Model (FOM) and partly because extra detail was included up front, which will be beneficial to the Alliance as a whole in the long term. Partner performance remains at a high level with WSP seeing an increase of 0.1%, Dynniq maintaining the same score as quarter two and Kier seeing a slight dip of 2.2%.

A new client indicator has been proposed for year nine which would measure the performance of response to public enquiries and is more relevant than ever due to the evolving nature of the service and the introduction of the web portal.

### **Winter Maintenance**

The County Council has 43 gritting routes in Lincolnshire covering all aspects of the variable geography of the County, from high traffic urban areas such as Lincoln, Boston and Grantham, to the rural flat fen lands and the hilly Wolds area. These present us with a wide range of winter weather challenges which we monitor through strategically placed weather stations. The winter of 2017/18 in general has been colder than recent years, resulting in 167 precautionary salting turnouts to date, compared with 109 in 2016/17. A total of 37,897 tonnes of salt was used over the winter season, in comparison with 13,377 tonnes the year prior.

February and March saw snow events of a severity not experienced for around eight years, which tested the resilience of the service and our incident response procedures. Kier and LCC staff worked shifts throughout to manage the event and a review of the event is currently underway to identify areas for improvement.

The severe winter weather has also had an adverse effect on the condition of the road network, creating perfect conditions for potholes to form whilst simultaneously reducing the ability to carry out reactive works to address the issues. The winter service has now been put onto low risk, with warmer conditions now expected which means that Mobile Maintenance Team (MMT) staff are able to return their focus to reactive road maintenance issues.

### **Lincoln Eastern Bypass**

This is the County Council's largest highway scheme with a budget of £99.6m and a Department for Transport (DfT) grant of £49.95m. The main contract of £53m was awarded to Carillion and a soft start was made in January 2017, with a three year contract period. In January 2018 Carillion announced that it had gone into liquidation and the elected decision was made to terminate this contract. Immediately following this a new contract was signed with Galliford Try, who are continuing with the initial critical elements on site to ensure the project stays on programme. Pricing exercises are ongoing with Galliford Try with an aspiration of awarding the remainder of the construction works package (dependent upon an acceptable price). The unexpected need to change the contractor is likely to lead to an increase in the outturn cost of the project.

The main work on site is currently focussed on providing the foundations for the Market Rasen Rail Line Bridge and diverting utilities across the whole site. In addition, works have commenced on constructing temporary bridges over the River



Witham to enable the major earthworks movement and construction of the permanent bridge over the River Witham.

A separate £15m contract was awarded to BAM Nuttall by Network Rail, on behalf of LCC, to de-risk the main contract, by creating a hole under the railway on the Spalding line near Washingborough Road. The bridge is now in place.

A separate contract was awarded to Network Archaeology and work is currently concentrated north of Washingborough Road. The extent and quality of the archaeological finds has had a significant impact on the project budget which is being assessed along with exploring ways of utilising these finds to benefit Lincoln.

### **Grantham Southern Relief Road**

This scheme is a 3.5km road with a five span viaduct carrying the road over the East Coast Mainline railway, has a current budget of £81.5m and consists of three phases. The works will be funded from a Single Local Growth Fund (SLGF) grant from the Local Enterprise Partnership (LEP), Homes and Communities Agency (HCA) grant and developer contributions, with LCC forward funding the developer contributions.

The King 31 Phase One from the B1174 running towards the A1 is now complete.

The completed design for King 31 Phase Two, which is based on the consented planning application for warehousing, has been submitted to Highways England for technical approval. Technical approval was granted in principal on 19 December 2017. A planning application for a Designer Outlet Village (DOV) submitted on behalf of Buckminster Estates was granted by South Kesteven District Council on 6 April 2018. The owners of Downtown submitted an alternative DOV planning application for their current site on the 2<sup>nd</sup> November 2017.

LCC have signed section six agreements with both DfT and Highways England to enable legal orders for the whole scheme to be published. The legal orders include the line orders for the Trunk Road and compulsory purchase orders for outstanding land required and were advertised on 2 March 2018.

The design for Phase Three of the Southern Quadrant Link Road is almost complete and negotiations are ongoing with Network Rail in relation to their Shared Value policy. Significant service diversions have already been carried out with Anglian Water and Western Power Distribution.

LCC have now qualified for the next stage of a bid to HCA for a forward funding Housing Infrastructure Grant.

### **Peppermint Junction, Holbeach**

This was a £5.4m road improvement scheme which replaced a T-junction at the A17/A151 interchange with a new roundabout. The project improved vehicle capacity, safety and reduced congestion in Holbeach while also providing access into a planned employment zone (Food Enterprise Zone - FEZ) and housing

development via an additional new roundabout on the A151. Additional information on the FEZ is provided in Councillor Davie's statement. The scheme was funded by SLGF grant and forward funding by LCC.

The project is now complete and the impact of the construction phase was low when considering the high vehicle flows on the A17. The highway project was completed three months earlier than proposed and approximately £500k under budget.

### **Lincoln Southern Bypass/ North Hykeham Relief Road**

An Outline Business Case is currently being prepared, funded by the Advance Design Block, to continue to progress this major scheme in preparation for any funding opportunities to enable delivery of the project. The aim was to submit a bid for funding to the DfT in June 2018, however they strongly suggested that there will not be a bid opportunity until the end of the calendar year. This month, initial community engagement is planned for updating key stakeholders on progress and ensuring compliance with the funding bid process. This road will be a key link in the Lincolnshire Coastal Highway.

In addition, LCC has submitted a Growth and Housing Fund bid to the DfT in collaboration with the LEP. This bid is for enlarging and improving the A46 Pennell's roundabout to reduce congestion and unlock early growth which will help drive the availability of development funding for the North Hykeham Relief Road.

### **Lincolnshire Coastal Highway**

LCC is investigating potential improvements to the A158 across the County from the A1 to the North Sea coast around Skegness. This will look at the options for intervention along the route. In identifying improvements to the highway, consideration will need to be given to being future-ready, building in capacity to support growth, investigating options across a range of modes and building in resilience and lower longer term costs for management of infrastructure. The Council has developed a number of potential projects and initiatives along the route and has also held four engagement events in Skegness, Horncastle, Wragby and Lincoln to gather perceptions, existing challenges and potential solutions from key stakeholders.

Current work sees the sifting of the 122 longlist of projects against assessment criteria to result in schemes which generate clear benefits and crucially are deliverable. The main output from the commission with WSP will be a 'Lincolnshire Coastal Highway Strategy' which will present high level proposals to improve access across the County and beyond to the coastal areas of Lincolnshire. This strategy will help to move potential improvements along a path to being 'bid ready' when funding opportunities become available. Where appropriate, the strategy will be multi-modal in nature, not just concentrating on the highway itself but also including measures that may encourage alternative modes of transport and reduce issues identified within the corridor. A scrutiny paper will be completed for 11 June 2018 Highways and Transport Scrutiny Committee. This work is being funded by the Advance Design Block. In addition, the eventual strategy document will likely further support various other existing projects currently being progressed.

## **National Productivity Investment Fund**

LCC have secured a grant of £5.4m from DfT, based upon a number of named schemes:

- Wolsey Way/Wragby Road Improvement in Lincoln to improve flows through two traffic signalised junctions – works started in February 2018
- A17 Sleaford Embankment Maintenance defect rectification
- A16 Louth Bypass resurfacing scheme, a thin surfacing replacement package and a re-tread package programme to improve roads

In addition LCC have been successful with the Northern Powerhouse Investment Fund (NPIF) bid for A46 Dunholme/Welton roundabout improvement at an estimated cost £4.6m with a £2m grant for expenditure by 2019/2010. A planning application was submitted in September 2017 with permission being granted in February this year. Work is progressing on land acquisition in parallel with the legal orders process.

## **Single Local Growth Fund 3 Schemes**

The A46/A15 Nettleham and A46/A158 Riseholme Road roundabout projects on Lincoln's Western Bypass attracted SLGF to a value of £2.4m. Work continues to progress an outline design for enlarging the size of both roundabouts and increasing the number of lanes both entering and exiting each leg of both roundabouts. This will alleviate congestion at these pinch points and improve journey time reliability. Discussions will soon commence with landowners regarding land acquisition to enable these planned works.

## **Brayford Wharf East Footbridge**

This is a Network Rail owned and managed project which consists of constructing a new iconic footbridge over the rail line on Brayford Wharf East. Following an appeal process, planning permission was granted to Network Rail in January 2018. Morgan Sindall have been awarded the tender to design and build the footbridge which is expected to commence in August 2018 for a period of five months. LCC are working closely with Network Rail to drive a coordinated approach between all parties.

In March, Network Rail commenced another project in the same locality, which includes developing the area and establishing a footway between Brayford Wharf East and High Street. The current programme suggests their affect in the highway network will cease in August 2018.

## **Rail Issues**

A vastly improved Sunday service on the Lincoln to Sheffield line commenced in December 2017. This has increased the number of services from eight to 27 (in both directions). Further Northern Railways service improvements were due to begin this month however will now to be delayed due to the overrunning of the electrification project between Manchester and Preston, which in turn will delay the cascade down of the diesel trains needed to deliver additional services across the Northern franchise.

DfT have announced the four shortlisted bidders for the new East Midlands rail franchise (Abellio, Arriva, Stagecoach and First/Trenitalia). The next step will be the publication of the formal Invitation to Tender (ITT) which is anticipated imminently. This will be the first indication of the base-line level of rail services being sought by DfT for Lincolnshire. Meetings with the shortlisted bidders are being arranged.

The Secretary of State for Transport announced in early February that the East Coast Main Line franchise operated by Virgin Trains East Coast (partnered with Stagecoach) would be ended earlier than anticipated due to poor financial performance. Various options are being considered by DfT to keep the services operating through to 2020, when the new East Coast Partnership is due to commence. As yet, no further information has been released. However, in response to parliamentary questions regarding the future of improved rail services proposed in the Virgin Trains franchise, the Parliamentary Under-Secretary of State for Transport has stated that they "expect to provide additional services between Lincoln, Harrogate, Bradford and London from May 2019".

### **Spalding Western Relief Road**

The scheme cost over £100m and is split into five sections.

**Section 1 (Southern Connection)** – LCC and the developer have reached a financial agreement for funding Section 1 of the SWRR. LCC Legal Services have been commissioned to draft an addendum to the Memorandum of Understanding regarding the agreed proportionate costs. Following the Examination in Public and adoption of the Local Plan, LCC will now submit a planning application for the road only, with an aspiration of works commencement in autumn 2021.

**Section 2** – This section of the SWRR is having options developed as part of the SWRR delivery strategy. Section 2 will be developed in tandem with Section 1 to allow a full connection between the B1172 and the A151 Bourne Road. It is important to stress that the two sections will be developed independently with an aspiration to have both schemes constructed sequentially.

**Sections 3 and 4** – These sections of the SWRR are having options developed as part of the SWRR delivery strategy.

**Section 5 (Northern Connection)** – Successful announcement of Housing Infrastructure Funding through the Marginal Variable Fund for £12m to fund a significant portion of the whole scheme costs for delivering section 5, which includes both roundabouts and the bridge over the rail line between. A meeting with Homes England on 6 April was very positive in terms of the progression of the development of the road. This funding needs to be spent by March 2021 and now sees this Section and Section 1 being completed in tandem. Planning Applications for both sections are to be completed by March 2019 along with consultation on the proposed route for Sections 2-4.

LCC are leading on the delivery of the strategic route. Traffic Modelling has been commissioned, surveys have taken place and the results will be used to inform planning applications.

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## **Broadband**

The Lincolnshire Broadband Programme (onlincolnshire) has successfully completed the upgrade of over 160,000 premises throughout the County. The result of this work now puts Lincolnshire in a position where over 93% of all premises can benefit from Superfast broadband.

Work is still continuing and the current deployment plan has an additional 13,500 premises still to complete by December 2019. This will then take county-wide coverage of Superfast broadband to circa 97%, well above what was originally anticipated.

There still remains around 10,500 premises that are without Superfast and are not in the existing plans for upgrade. To that end, The Lincolnshire Broadband Programme are going through the process of putting together a tender for a third phase of the programme, to endeavour to cover as many of the remaining premises as possible. It is felt that with the correct mix of existing and alternative technologies, we can achieve this. We expect the Initiation to Tender will be launched in late summer, with a view to awarding a contract in the autumn.

Customer take up of better broadband continues to improve and we are now at a little over 48% take up. This is well above what was expected and will result in over £10m coming back to the programme from BT for further investment into the broadband programme. It should be noted that BT has already placed £4.65m at our disposal from this fund.

The deployment to West Lindsey phase was finalised in April and it is hoped to begin upgrading areas as we get into the autumn. There are currently 3,200 eligible premises and it is hoped that the deployment plan will pick up the vast majority of these, subject to them representing value for money.

As the programme progresses, we are seeing more and more FTTP (Fibre to the Premises) being deployed to the most rural areas of the County and this is a direct result of the levels of fibre penetration into these areas that now exists.

Additionally, the programme team are also looking to put together a bid for further government funding under the Local Fully Fibre Networks (LFFN) scheme. This scheme is intended to fund the provision full fibre networks to designated areas of the County. It is considered that this might well be an opportunity to upgrade specific business areas of the County and at the same time, seek to upgrade existing connectivity between public buildings. We expect to present the bid in late summer.

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## **COUNTY COUNCIL MEETING – 11 MAY 2018**

**Statement from: Councillor E J Poll, Executive Councillor for Commercial and Environmental Management**

### **Joint Municipal Waste Management Strategy (JMWMS)**

The Lincolnshire Waste Partnership has approved a draft version of the JMWMS, which in April was considered at an Environment and Economy Scrutiny Committee and has now been released for public consultation.

### **Flood Risk & Water Management (FRWM)**

A review of the existing partnership arrangements and governance of our Joint FRWN Strategy Group has been completed, to ensure we remain national exemplars of good practice. However, we also need to incorporate more recent developments in our strategic and local approach to managing risk so a revision of the FRWM Strategy will be undertaken and we anticipate its completion by April 2019. The Council are also supporting the development of an FRWM strategy on the Humber. A public consultation is expected towards the end of 2018.

### **Coastal Management**

Public consultation on the next stage of managing the east coast after 2021 has recently been completed. The Council will be engaged in the next few months in refining proposals for the coast, initially for 2021-26, but also for the longer term future.

### **English Coastal Path**

The section between Skegness and Mablethorpe is in its establishment phase and we continue to work with partners at Natural England to create a walkway to improve accessibility in the vicinity of the new North Sea Observatory at Chapel St Leonards. The report for the section between Sutton Bridge and Skegness has now been published and to date has received two objections which will be reviewed by the Planning Inspectorate. The final section between Mablethorpe and the Humber Bridge is in its development phase and discussions have commenced with the Lincolnshire Wildlife Trust and the Ministry of Defence (MoD).

### **Lincolnshire Coastal Country Park**

The rights of way team have been completing a package of diversions and creations of public rights of way, which will create a greater level of accessibility and opportunity for circular walks at the coast. Further proposals to improve the network south of Anderby are being progressed throughout 2018. Officers continue to engage with Natural England on the opportunity to designate the section of the coastline from the northern county boundary to Gibraltar Point as a 'Heritage Coastline'. Work in the Coastal Country Park is currently focused on enhancing its visibility as a destination, including installing distinctive welcome signs and assessing a range of options for improving visitor amenities, such as car parking, in balance with the needs of the local community.

### **National Planning Policy Framework**

The Government is publishing consultations on the revised National Planning Policy Framework (NPPF) and the reform of developer contributions. According to the Government, this planning reform package is fundamental to delivering the homes needed and ensuring that we get the right homes, of the right quality, built in the right places. The revision of the NPPF implements around 80 previously announced reforms. Fortunately none of Lincolnshire's Local Plans will be immediately affected by this announcement as they are too far progressed.

### **South East Lincolnshire Local Plan**

The South East Lincolnshire Local Plan was submitted to the Secretary of State on 23 June 2017. The Secretary of State appointed an independent Inspector to conduct a Local Plan examination which ended on 27 April 18. The Council have worked closely with South East Lincolnshire to support the development of the plan, especially in the areas of infrastructure, viability and demographics and played a full role in supporting the plan at the various sessions.

### **East Lindsey Local Plan**

Following the modifications to the ELDC Local Plan which was consulted on in January 2018, the inspector's report is expected in July of this year.



## **COUNTY COUNCIL MEETING – 11 MAY 2018**

**Statement from: Councillor Mrs S Woolley, Executive Councillor for  
NHS Liaison and Community Engagement**

### **NHS LIAISON / LINCOLNSHIRE HEALTH AND WELLBEING BOARD**

#### **Lincolnshire Health and Wellbeing Board**

##### **Joint Strategic Needs Assessment**

Work is ongoing to regularly review the 35 topics in the Joint Strategic Needs Assessment (JSNA) to ensure it remains a live online evidence base to support service planning and commissioning. I am pleased to report that a new JSNA topic area on Transport is being developed by Public Health and Transport Services in conjunction with key stakeholders and partners. The new topic area is due to go live on the Lincolnshire Research Observatory in the summer.

##### **Joint Health and Wellbeing Strategy**

Following on from the JSNA engagement opportunities during 2017, which gathered the views of key stakeholders, partners and the public on what the health and wellbeing priorities are in Lincolnshire, the Board agreed to progress further work on the following priorities:

- Mental Health – both Adults and Children & Young People
- Housing
- Carers
- Physical Activity
- Obesity
- Dementia

I am pleased to report that work to finalise the Strategy and delivery plans is nearing completion. As part of this a short online engagement survey was undertaken over April 2018 with key stakeholders and partners, to ask for views on how the priorities and objectives in the draft strategy can be delivered. The feedback has been shared with the priority leads to help shape the delivery plans to ensure the Strategy:

- has a strong focus on prevention and early intervention
- identifies collective action across a range of organisations
- tackles inequalities and equity in service provision
- delivers transformational change in order to improve health and wellbeing in Lincolnshire.

The Board will approve the final strategy and delivery plans on 5 June 2018.

## **Work with the Local Government Association**

As part of my ongoing work with the Local Government Association (LGA) I have been involved in a number of visits and training events as part of their Sector Led Improvement Programme. In particular, I have been involved in a number of Health and Wellbeing Board Peer Reviews as well as delivering Prevention Matters Training to a number of areas across the country. I have been able to witness at first hand the benefits of work in supporting local health and wellbeing systems to identify their ambition and capacity to work towards greater integration.

I am therefore pleased to report that the LGA has been invited to work with the Lincolnshire Health and Wellbeing Board. A target workshop, planned for September and facilitated by the LGA, will look specifically at what steps the Board needs to take to escalate the scale and pace of integration to support the delivery of the new JHWS.

## **Wider Determinants**

There have been some positive steps towards improving health and wellbeing across East Lindsey in the past twelve months. Our Public Health team played a large part in producing a local health and wellbeing strategy for the area. This includes actions such as working with businesses in Skegness to become dementia friendly – in a bid towards it becoming the first dementia-friendly seaside resort in the country.

There has also been a successful outcome to a Health and Wellbeing Fund project to support the residents of Winthorpe, near Skegness, to increase its community resilience. The Community Partnership that was established there in 2013 has gone from strength to strength to become a registered charity and a C2 National Network of Connected Communities regional learning hub and demonstrator site covering the East Midlands. We shall now seek to roll this out in other areas of Lincolnshire.

## **Pharmaceutical Needs Assessment**

As previously reported to Council, the completion of a Pharmaceutical Needs Assessment (PNA) is a statutory duty for the Health and Wellbeing Board to undertake every three years. The PNA reports on the present and future needs for pharmaceutical services in Lincolnshire. It is used to identify any gaps in current services or improvements that could be made in future pharmaceutical provision. Following the statutory sixty day consultation period, held between December 2017 and February 2018, I am pleased to say that the Board approved the final PNA at their meeting on 27 March 2018. The PNA, along with details about the process and consultation findings, can be viewed on the [Lincolnshire Research Observatory](#).

## **Housing, Health and Care Delivery Group (HHCDG)**

The HHCDG has continued to meet in its role as a strategic link for housing, health and care. The recently updated Joint Health and Wellbeing Strategy (JHWS) identified housing as a priority and work has been undertaken to agree key objectives and outcomes.

## **Hospital Housing Link Worker**

In 2017, the number of Delayed Transfers of Care (DTOC) attributed to 'housing' appeared to increase. LCC has funded a Hospital Housing Link Worker, employed by East Lindsey District Council (ELDC), to understand the housing issues affecting residents of East Lindsey and Boston who are patients at Boston Pilgrim, Skegness and Louth Hospitals.

## **Hoarding**

It is recognised the number of cases of hoarding are increasing, and in certain circumstances can lead to a Delayed Transfer of Care (DTOC). A hoarding seminar was held in December 2017. A range of key partners were in attendance including Fire and Rescue, Safeguarding, Adult Social Care, Public Health, District Councils, Environmental Health Officers, and Anti-Social Behaviour Team. The seminar identified a strong appetite for a common protocol and guidance through a collaborative approach. This is being progressed through the Housing for Independence programme within LCC.

## **Better Care Fund (BCF)**

The Lincolnshire 2018/19 BCF pooled budget is £230m and remains one of the largest pooled budgets in the country. The expansion of funding reflects:

- Improved BCF (iBCF) funding coming directly to the County Council in 2018/19 of £22m, rising to an additional £30m in 2019/20; and
- Disabled Facilities Grant (DFG) funding of £5.7m in 2018/19. This funding will, as required within the regulations, be transferred to the District Councils.

The key performance areas continue to be Delayed Transfer of Care (DTOC), Non-Elective Admissions, Reablement and Residential Admissions, though there is an ever increasing focus on reducing the rate of DTOC.

The BCF Narrative Plan and related Planning Template were submitted to NHS England, with formal approval, without any conditions or changes required to the original plan, given on 31 October 2017 by NHSE, with all relevant agreements signed by Lincolnshire County Council and the four Lincolnshire Clinical Commissioning Groups ahead of the deadline set for 30 November 2017.

My colleague, Councillor Bradwell, refers to this in more detail in her statement. The Health and Wellbeing Board receives an update concerning the BCF at each of its formal meetings which includes performance against agreed targets.

Lincolnshire's status within the national context of the BCF continues with its involvement with the NHS England Strategy Team along with other areas that are advanced in the practice of integrating health and care services. Part of this currently involves a project that looks to produce applicable products which can be used by areas across the country, as part of a wider national development towards integrated systems of care.

This project aims to improve services and support for individuals by accelerating development of whole-system integration within local systems, by:

- Capturing and spreading applicable approaches from successful areas across the country;
- Developing the strategic relationship between NHS England and key sector bodies working in this area;
- Consolidating existing work across NHS England to create a single organisational perspective, and identify any central activity that can be taken to further enable integration;
- Submitting findings into the forthcoming Social Care Green Paper.

## **COMMUNITY ENGAGEMENT**

### **Lincolnshire Funding Portal**

The Lincolnshire Funding Portal provides a free of charge search facility to not-for-profit groups. The Portal allows groups to register on the site and receive funding news updates. In addition, groups can input information relating specifically to their own project activity and research possible funders.

The Portal is provided and maintained by an external organisation (IDOX Software) and has, in the past, been wholly funded by Lincolnshire County Council. However, over the past six months we have been in discussion with District Councils seeking a contribution and three of the seven have committed to contribute. Therefore, the contract with IDOX will now be renewed from April 2018 to March 2022. The Portal can be found at: [www.lincolnshire.gov.uk/fundingportal](http://www.lincolnshire.gov.uk/fundingportal).

### **Bourne Town Hall**

Bourne's disused Georgian Town Hall will now be leased by a new Trust which aims to restore it to its former glory, developing the building into a local arts centre. A special handover ceremony took part on Friday 2 March, with Cllr Martin Hill passing the keys to the chair of the new Board of Trustees. A lot of collaborative and consultative work has taken place behind the scenes. LCC teams, including Community Engagement, Legal, Democratic Services and Property Services worked together with the local community, interested groups, local Councillors and Bourne Town Council to ensure the successful transfer of a unique historical asset to local people.

### **Join the Dots**

In order to encourage and support the development of community delivered projects across Lincolnshire, seven funding and networking events will be held this year across the seven districts. These events bring external funders and local inspirational projects together with representatives from local communities and organisations to network and share experience and knowledge, along with providing funding training and project building exercises. So far, three events have been held in Lincoln, Boston and West Lindsey, with between 30 and 50 attendees at each. To date, comments received by those who have attended have been extremely positive. As a direct consequence of the events, we have multiple community groups working together on new and exciting local collaborative projects.

## **COUNTY COUNCIL MEETING – 11 MAY 2018**

**Statement from: Councillor C N Worth**  
**Executive Councillor for Culture and Emergency Services**

### **CULTURE**

#### **Libraries Overview**

Libraries have continued to engage with their local communities and provide events and activities such as story/rhyme times, family craft activities, IT taster sessions and author visits that are tailored to local needs and interests. There were 4,933 events across the fifteen core libraries in 2017/8, attended by over 68,000 adults and children, which is an increase on 2016/7 of 58% in terms of events and 38% in attendance.

Hours of community use in core libraries through community led activities such as exhibitions and meetings also increased by 87% year on year. A continued focus on improving library stock saw issues increase by 14% in 2017/8 compared to 2016/7, with use of the online catalogue and information resources increasing by 15%.

The annual customer survey in summer 2017 saw 100% of customers rating their overall satisfaction with the library service as *good* or *very good*, with staff helpfulness and knowledge rated at 99% and choice of books at 97% satisfaction.

2017/8 also saw Lincolnshire libraries successfully complete their £231,000 Arts Council England funded ForgingLincs Project. Stand-alone IT hardware has been installed at four 'Library Labs' across the county offering software relating to coding, graphics, digital photography, digital embroidery and film making. Travelling labs containing similar hard and software have also been created, allowing provision to be extended and deployed flexibly across the rest of the core library network.

Workshops tailored to participants' needs were run between November 2017 and March 2018 and extensive outreach work with the target audience (unemployed 16 to 25 year olds) ensured that the facilities provided met the needs and demands of this often hard-to-reach group. The project expanded its audience towards completion with intergenerational sessions, creating a firm foundation for the future promotion and use of facilities.

#### **Improvements to Radio Frequency Identification (RFID)**

The procurement exercise to update and improve the RFID system for issuing and managing library stock has been completed with a view to implementation in the current financial year.

## **Lincoln Castle Annual Pass Launch**

We are delighted to be able to offer our visitors the opportunity to purchase year round access to the castle with the launch of our annual pass. The pass gives access to the three main parts of the attraction (the Medieval Wall Walk, Victorian Prison and Magna Carta) and includes event days. Over 200 people have already purchased an annual pass since its launch in April 2018.

## **Lincoln Castle Awards**

Lincoln Castle picked up two awards at the county's inaugural Tourism Excellence awards ceremony held at the Doubletree by Hilton in March. The two categories won by the Castle were Best Visitor Attraction and Overall Winner. The event was well attended by a number of businesses and visitor attractions across the tourism industry.

Judges of the awards said: *"The Castle goes to great lengths to attract visitors from all over the world, each year they have managed to bring something new to the city for people to come see."*

## **Lincolnshire Archives**

Lincolnshire Archives has secured significant grant funding. Two grants worth a combined total of £262,500 have secured the future of one of Lincolnshire Archives' most popular collections.

Thanks to a grant of £242,500 from the National Heritage Memorial Fund and one of £20,000 from the Friends of the National Libraries, the County Council has been able to purchase the Monson papers, which are currently housed at Lincolnshire Archives.

The Monson papers are of immense local importance, with some documents being of national, and even international, significance. The core collection dates from 1221 to 1947 and comprises the estate and archive of the Monson family, the Barons Monson of Burton by Lincoln, together with family and personal papers and antiquarian collections.

Highlights from the Monson papers include:

- Correspondence of the diplomat Sir Edmund John Monson, first baronet (1834-1909), who held positions in Europe, Washington (at the start of the Civil War) and South America, including as ambassador to Vienna and then to Paris
- Correspondence of Hon. Charles Monson, deputy-paymaster general, concerning the American expedition, Pelham's correspondence with George Colebrook, deputy-paymaster for the West Indies expedition, correspondence to Pelham about affairs in Virginia and Jamaica, and more, 1739-1744
- The journal kept by Captain George Elers of his tour to the Continent in 1816 and France in 1825
- The memoirs of the mathematician John Speidell (*fl.* 1600-1634), known for his early work on the calculation of logarithms

- A 34 leaf early 14<sup>th</sup> century fragment of the Constitution of Pope Clement V, once the property of Bardney Abbey, which is the finest illuminated manuscript, held at Lincolnshire Archives.

### **Heritage Skills Funding Secured**

Lincolnshire County Council's Historic Environment Skills project has been awarded a grant of £585,600 from the Heritage Lottery Fund. Over the next four years the project will offer training to those who wish to gain traditional and specialist skills, but may not currently have relevant experience or qualifications.

Delivered through a partnership between Lincolnshire County Council's Heritage Skills Centre, Heritage Trust Lincolnshire and Lincoln Cathedral, it will provide 21 bursaries over four years across the East Midlands with a focus in Lincolnshire. The bursaries will cover a range of skills that relate to the historic environment and the heritage sector, which includes traditional building skills, archaeology, managing a building conservation project and community engagement.

The project began in April this year with the first trainees being in place by September 2018. The project is being led by the LCC Heritage Service.

### **Battles and Dynasties**

The Battles and Dynasties exhibition followed on from "Lincolnshire's Great Exhibition" in 2015 marking the 800th anniversary of Magna Carta. Battles and Dynasties had a wide narrative, stretching from the Norman Conquest to the present day but its particular focus was the Battle of Lincoln, fought in and around the city eight hundred years ago on 20 May 1217.

The exhibition was dispersed over two sites – The Collection held all the artefacts, paintings and documents, whilst The Magna Carta Vault at Lincoln Castle displayed the star artefact – the Domesday Book. It is noteworthy that Lincoln Castle is the first venue outside London that the Domesday Book has ever been on public display.

## **FIRE AND RESCUE**

### **General**

Over the past year, Lincolnshire Fire and Rescue have attended just over 13,000 operational incidents, which represents a slight increase on the previous year. Notable incidents since December 2017 include a fatal house fire in Mablethorpe, a serious road traffic collision in Baston in which three people were killed, support to the two severe snow weather incidents in the county and attendance by our Urban Search and Rescue (USAR) team at the Hinckley Road explosion in Leicester, in which five people died. The USAR team were there to provide specialist technical knowledge and equipment in support of this tragic incident.

The contract for the replacement of 33 new fire engines over the next three years has now been signed. Delivery of the first new fire engine is expected in the second quarter of 2019 and will ensure the Service's frontline fleet remains fit for purpose into the next decade.

## **Blue Light Collaboration**

With the contract signed in January, work continues apace at the South Park site developing the new shared Blue Light campus. Demolition of the old Fire and Rescue headquarters and the Lincoln South fire station is now complete with plans to occupy the new build in July 2019 still on target. Although, for technical reasons, there will be a delay in moving fire control to the Nettleham headquarters site, it is anticipated this will be completed by late summer.

At the forefront of the wider estates project is the new shared fire and ambulance station and County Council office accommodation at Sleaford. This is scheduled for occupation this month. In terms of broader collaboration initiatives, police and fire held their first joint Wellbeing conference in April aimed at supporting staff across both organisations. The event was well attended, demonstrating a real commitment to enhancing the '*health, happiness and resilience*' of the workforce.

## **Fire Peer Challenge**

Fire and Rescue have now received their final report from the Operational Assessment and Fire Peer Challenge process conducted in September 2017. The process was designed to provide external challenge across a number of key aspects of service provision, with a focus on the changes implemented over the last few years as a result of budget pressures, the effectiveness of our collaborative working with other emergency services, and elements of workforce reform.

Key findings from the Peer Challenge show that there is pride and a positive culture across Lincolnshire Fire and Rescue (LFR); changes have been well managed with good staff and partner engagement, ensuring that LFR remains fit for purpose; and there is a clear commitment to blue light collaboration, which is well resourced and governed.

The report was submitted to the Public Protection and Communities Scrutiny Committee in December 2017, with an update around the associated action plan scheduled to go back to the committee in June.

## **Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS)**

As part of the National Fire Reform programme, an independent inspectorate for Fire and Rescue authorities (HMICFRS) has been established, with the inspection programme and framework 2018/19 now having been approved by the Home Secretary. The inspection framework will cover the effectiveness and efficiency of each Service and how it looks after its people. A number of pilot inspections have recently taken place and these are being used to inform the detailed format of the inspection process. Lincolnshire Fire and Rescue are already engaging with the inspection teams and providing performance data to support the process. The Service is due to be inspected over the period 23-27 July 2018, as part of the first tranche of inspections.



## **Staffing**

Throughout March the Service ran a retained-to-wholetime firefighter conversion course which resulted in ten new wholetime firefighters joining Lincolnshire Fire and Rescue. This has enabled a number of temporary positions to be filled at Louth, Boston, Sleaford and Grantham. Fifteen on-call retained firefighter recruits also passed out from their training course at Waddington on 22 April 2018, having completed their initial 31-day phase one training.

A new Deputy Chief Fire Officer, Les Britzman, has also been appointed within the Service. Les joined Lincolnshire on 30 April from Norfolk Fire and Rescue. He will oversee the response and corporate support portfolio within the Service.

## **EMERGENCY PLANNING**

The Emergency Planning and Business Continuity Service have had a very busy year with the service involved in the multi-agency response to over 35 incidents and a further five business continuity related events. February and March saw the “Beasts from the East” affect large parts of the UK, with Lincolnshire being particularly badly affected. The Service co-ordinated the response from the County Emergency Centre (CEC) on both occasions. These incidents are currently being debriefed to ensure that lessons learnt are carried forward into future operations and plans.

Following the visit to the Grenfell Tower site back in June last year, the Service produced a report which looked at possible implications for Lincolnshire County Council and concluded with nine recommendations which have all been agreed by Corporate Management Board and Informal Executive Group. The report has been presented to the Greater Lincolnshire Leaders and Chief Executives Group where it was agreed that a new training package would be designed and delivered to all local authority elected members in the county through the SLA agreement. This is scheduled to take place late summer 2018.

The Lincolnshire Resilience Forum (LRF) Command and Control review report went out for consultation at the end of April. Once agreed by the LRF, the Service will begin work on the design and delivery of updated procedural training for all LRF strategic and tactical commanders, to ensure that a common approach is taken when responding to all future incidents requiring a multi-agency response. This training will commence in the autumn. The County Emergency Centre remains the preferred choice of location for the co-ordination of LRF command and command support functions, and work is currently underway to identify and update IT and communications requirements when the Service moves into the old Fire and Rescue Control accommodation later this year.

The Community Resilience project continues to go from strength to strength with a further 68 community groups signed up to the five stage programme over the last twelve months. A bid was submitted to NESTA and the Department for Digital, Culture Media and Sports for just under £90k for a two year project, aimed at improving and increasing resilience in the county. There were originally 460 project proposals from across England and Wales and our project was one of four to be

selected for final consideration. Although ultimately unsuccessful, valuable experience has been gained regarding future bid submissions. The Service has however been successful in gaining £30k from Anglian Northern Region Flood and Coastal Committee local levy which will be used to provide equipment to community groups as part of this ongoing project.

## **REGISTRATION AND CORONER'S SERVICES**

### **Coroner's Service**

The Council were delighted to appoint Paul Smith as Area Coroner in December 2017. Paul has been an Assistant Coroner in Lincolnshire since 2008 so the transition into his new role has been very smooth. His local knowledge and significant experience will be a great asset to the Coroner's Service. As we plan ahead to the retirement in October 2018 of Stuart Fisher, the Senior Coroner, initial engagement with the Chief Coroner's Office has been made. They will support the recruitment of a new Senior Coroner, although it remains a local authority appointment.

The Coroner's Service has continued to play an active role in supporting emergency planning work for winter planning and in the event of a mass fatalities incident. Two examples are the sharing of knowledge with funeral directors on recent fentanyl and carbonoid deaths and secondly the support on the removal of the deceased in specialist circumstances with colleagues from Lincolnshire Fire and Rescue.

The relationship with all partner organisations is valued and respected, especially recognising the sustained period of high volumes of death referrals that have been experienced.

### **Registration Service**

The Registration Service has also seen a higher number of deaths registered over the winter months, this is in line with national colleagues. Staff flexibility to meet these demands is recognised and throughout this period they have remained committed and professional. This was clearly demonstrated during the recent bad weather and snow disruption, when death registrations were facilitated and three wedding ceremonies were covered in both the local and national press, which shows the positive impact of ensuring ceremonies are attended and conducted whatever the weather conditions.

In January the Registration Service launched two new services for those in the early stages of their application for nationality:

1. Nationality Document Return Service to support the Nationality Checking Service as more citizens apply online; and a
2. Joint Citizenship and Passport Application Service.

A new website, appointment diary system and electronic payment mechanism is still being developed. We hope that this will be available in 2018 and that it will facilitate customer choice, especially with regard to payment of fees.

### **Medical Examiners**

The proposals in relation to death certification reform and the introduction of medical examiners were discussed in the House of Lords on 18 October 2017, with a stated implementation date of April 2019. Whilst this has been delayed nationally, there are additional considerations which will link into hospital programmes for learning from deaths. We eagerly await further communications from central Government departments to inform the implementation plan.

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## **COUNTY COUNCIL MEETING – 11 MAY 2018**

**Statement from: Councillor B Young, Executive Councillor for Community Safety and People Management**

### **SAFER COMMUNITIES**

#### **Trading Standards**

The final quarter of the financial year saw the conclusion of several Trading Standards investigations. In total eight defendants were successfully prosecuted for a range of offences relating to the sale of illicit tobacco, unsafe toys and make-up and counterfeit goods. The defendants were sentenced to a total of £1,103 in fines with a contribution to costs of £21,093.48. One defendant was imprisoned for six months having been convicted for a second time with further suspended sentences totalling eleven months to three others. In addition four defendants received community orders requiring them to complete a total of 650 hours unpaid work.

The Trading Standards Service completed its annual inspection programme targeting the sale of age restricted products. In total 64 attempts were made by volunteers tasked with purchasing tobacco, alcohol and fireworks. Over the year 14 sales were made. One business is currently under investigation for offences relating to the sale of fireworks.

The Trading Standards Service has continued to work closely with Lincolnshire Police and the Deputy Police and Crime Commissioner to protect local residents at risk from financial fraud arising from scams and doorstep crime. In addition to visiting individual residents who have fallen foul of rogue traders, officers have participated in several events to educate local communities in recognising scams and crime prevention.

Routine Inspection and Sampling programmes targeting high risk premises have been completed, including specific projects looking at second-hand car sales and foreign labelled food.

#### **Community Safety**

A review into the structure and priorities for the Community Safety Partnership for Lincolnshire has been facilitated by the Community Safety Team and was concluded in the final quarter of 2017/18. The review has recommendations for a revised structure that will bring partners together to tackle a smaller number of focused priorities that have been identified through analysis and partner engagement. The areas of focus will be Anti-Social Behaviour (ASB), Domestic Abuse, Reducing Offending and Serious and Organised Crime. A programme of delivery for the period 2018-2021 will now be put in place in partnership with the Police and Crime Commissioner for Lincolnshire, Lincolnshire Police, district councils, the health trusts and probation services.

To support partnership working, the Community Safety Team have facilitated the procurement of a new database to manage ASB, which will aid enforcement and help protect the most vulnerable victims.

It is estimated that 25,500 people experience domestic abuse every year in Lincolnshire. This quarter saw the commencement of a re-procurement exercise for the commissioning of services to support the victims of domestic abuse and their children; this will see an annual investment of over £800,000 into services to those who have suffered from physical, sexual, psychological or financial abuse, control or coercion. The new service providers were announced at the beginning of May, implementation work is now in full swing for the launch of the revised service on 1 August 2018.

## **PEOPLE MANAGEMENT**

### **Apprenticeship Reforms**

We see the government's apprenticeship reforms as central to our Workforce Development Strategy. Whilst we have started conservatively, the apprenticeship headcount has increased month-on-month. A number of training standards, that the organisation is keen to undertake are progressing in their development and we are proactively making contact with Trail Blazer leads to receive updates on the progression of standards.

We have been recognised for the excellent quality of our Business Administration Apprenticeship training and were assessed and awarded an A-rating for our Employer Provider Apprenticeship Programme by the Education and Skills Funding Agency at the start of this year. We received an award from Boston College in March in recognition of the work we do in supporting apprenticeships.

The Assessment of Care Leavers' aspirations has concluded and we have discovered that for many their desired careers sit outside of LCC and we are working with Barnados to support Care Leavers career ambitions.

We are proactively matching possible opportunities for apprenticeship training against current structures. Our main procurement of training providers has been commenced and this has generated interest from suppliers. Once the first tranche of procurement has concluded we will have a better understanding of how the current market is able to meet our workforce development needs.

## **LEGAL SERVICES**

At the end of March 2018 Legal Services Lincolnshire (LSL) reached its ten year anniversary. The occasion was marked by a conference for existing and potential future clients at which a range of speakers from the service addressed some of the main legal issues affecting local government and the public sector more widely.

When it was first established in April 2008, LSL was a ground-breaking shared service partnership between the County Council and five of Lincolnshire's district councils, which since then has become known as 'The Lincolnshire Model' and has been followed in a number of other areas around the country.

Ten years later the partnership remains strong and the service continues to fulfil the purposes for which it was established. In particular it remains a stable and sustainable source of in-house legal expertise not just for the County Council but also district partners ensuring ready access to expert legal advice at in-house costs,

well below those charged by external firms. It also provides services to other public bodies within Lincolnshire and more widely bringing in external revenue.

However, the world of local government and the world of legal practice has changed over the last ten years and continue to change. Local government has seen the introduction of more innovative approaches to service delivery with councils, for example, fulfilling their functions through partnership arrangements or the establishment of external bodies including companies. This can raise professional issues for LSL in continuing to support that work.

In the meantime the rules governing the ownership of legal practices has changed leading to the creation of new types of firm known as alternative business structures owned by entities such as insurance companies or accountancy firms. This is a route which has been followed by some councils who have established their own wholly owned law firms to enable them to support some of the entities those councils have created as well as allowing wider trading.

The Legal Management Board which oversees LSL, of which I and Cllr Butroid are members, is keeping abreast of these changes and has authorised work within the service to investigate whether it is necessary or would be desirable to establish such an alternative business structure in Lincolnshire as the next step in the journey started ten years ago with the creation of Legal Services Lincolnshire.

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**Open Report on behalf of Debbie Barnes, Executive Director of Children's Services with Responsibility for People Management**

Report to:	<b>County Council</b>
Date:	<b>11 May 2018</b>
Subject:	<b>Appointment to the Post of Chief Executive</b>

**Summary:**

This Report sets out the process followed by the Appointments Committee in recruiting to the post of Chief Executive and recommends the appointment of a successful candidate and that a conditional offer of employment is made to the successful candidate.

The Report also recommends that from the date the successful candidate takes up office they be designated as the Council's Head of Paid Service and appointed as Returning Officer and that from that date the Executive Director for Environment and Economy is designated as Monitoring Officer and that the necessary constitutional changes take effect.

**Recommendation(s):**

That the Council, on the recommendation of the Appointments Committee:-

1. Approves the appointment of the candidate referred to in Appendix A to the post of Chief Executive;
2. Approves the making of an offer of employment to the candidate referred to in Appendix A conditional on such of the following conditions as shall remain unsatisfied at the date of the full Council's meeting:-
  - a) Satisfactory health check;
  - b) Satisfactory completion of right to work checks;
  - c) Satisfactory completion of a basic Disclosure and Barring Service check
3. Delegates to the Executive Director for Children's Services Responsible for People Management authority to determine whether the conditions referred to in paragraph 2 above have been met.
4. Approves, from and including the date on which the new Chief Executive takes up post, that:-
  - a) The Chief Executive be designated as the Head of Paid Service;

- b) The Chief Executive be appointed as Returning Officer for County Council by-elections;
- c) The Executive Director for Environment and Economy be designated as the Monitoring Officer; and
- d) The amendments to the Council's Constitution attached at Appendix B take effect.

## 1. Background

### *Introduction*

- 1 Following the resignation of the Council's previous Chief Executive with effect from 28 February 2018, the Council has been pursuing a recruitment process to identify a new Chief Executive. This process has been undertaken by the Appointments Committee which has delegated authority to appoint to the post of Chief Executive.
- 2 However, under paragraph 4 of Part II of Schedule 1 to the Local Authorities (Standing Orders) (England) Regulations 2001 (as amended) the Council is required to adopt standing orders which provide that where a committee, sub-committee or officer is discharging, on behalf of the authority, the function of the appointment of an officer designated as the head of the authority's paid service, the authority must approve that appointment before an offer of appointment is made to that person. This is reflected in paragraph 2.3 of the Officer Employment Procedure Rules in Part 4 of the Council's Constitution.
- 3 As the post of Chief Executive is traditionally designated as the Head of Paid Service and that is the intention moving forward the appointment proposed by the Appointments Committee requires approval of the full Council to enable an offer of employment to be made and this Report recommends a candidate for approval.

### *Recruitment process*

- 4 The recruitment process commenced with:-
  - The appointment of Penna as recruitment consultants to support the process
  - The placing of advertisements in The Municipal Journal, Guardian online and Times online and use of LinkedIn alongside Penna approaching known, relevant candidates from their database and network.
  - Establishment of a dedicated micro-site giving information about the Council and the role including an interview with the Leader of the Council.

- 5 The closing date for receipt of applications was 26 March 2018 and the Council received 25 applications which represented a very strong response. The average response rate for this level of role is 10-15 applicants.
- 6 Members of the Appointments Committee received copies of the applications on Thursday 29<sup>th</sup> March 2018 and given the timescales were asked to provide feedback by Monday 2<sup>nd</sup> April 2018.
- 7 On 3 April 2018 a panel consisting of The Leader, Deputy Leader and Executive Director for Children's Services met to produce, with the support of Julie Towers from Penna a long shortlist of candidates taking into account the comments of the wider membership of the Committee. That long shortlist consisted of ten individuals.
- 8 These ten candidates then:-
- Attended an informal discussion with the Leader of the Council. This was not part of the formal process but continued the Council's engagement with the candidates and enabled the candidates to gather information about the Council prior to further formal steps in the process. At this stage applicants were also given feedback from psychometric testing that they undertook online; and
  - Attended a technical interview on either 10 or 11 April 2018. This was part of the formal process. It was designed to test knowledge of local government, understanding of the role and the candidate's leadership style and was conducted by Pete Bungard, Chief Executive of Gloucestershire County Council and Julie Towers of Penna.
- 9 At a meeting of the Appointments Committee on 12 April 2018 the Committee received the outcome of the technical assessments of the candidates made by the external assessors based on psychometric tests and technical interviews. At that meeting the Committee resolved to invite a shortlist of three of the candidates to the final round of interviews and assessments.
- 10 The final round of interviews and assessments, took place on 18 and 19 April 2018. All members of the Committee were involved in the scoring of the candidates against the assessment criteria in at least one of the interviews and assessments. The results of that evaluation process were collated and moderated with all the members of the Committee and a successful candidate identified.
- 11 At a meeting of the Committee on 19 April 2018 the Committee unanimously resolved to recommend the candidate referred to in Appendix A to the full Council for appointment to the post of Chief Executive. Appendix A contains a description of the qualifications and experience of the candidate proposed for appointment. This Appendix will follow.
- 12 However, because of the information available to the Committee in making its final decision to recommend appointment, the Committee's decision was conditional on a number of matters being satisfied. Those conditions were:-

- a) Receipt of satisfactory references;
- b) There being no well-founded objection by the Executive to the appointment pursuant to paragraph 2.6 of the Officer Employment Procedure Rules; and
- c) Satisfactory evidence from the candidate that if the offer of employment were to be approved by full Council it is likely to be accepted

Authority was delegated to the Executive Director for Children's Services with Responsibility for People Management in consultation with the Leader of the Council as Chairman of the Committee to determine whether conditions a) and c) were fulfilled.

- 13 By way of explanation of the condition at paragraph 12b) above, paragraph 2.6 of the Officer Employment Procedure Rules in Part 4 of the Council's Constitution states that no appointment can be made to the post of Chief Executive and Head of Paid Service unless every member of the Executive has been notified of:

- (i) the name of the person to whom the appointor wishes to make the offer;
- (ii) any other particulars relevant to the appointment which the appointor has notified to the proper officer; and
- (iii) the period within which any objection to the making of the offer may be made by the Leader of the Council on behalf of the Executive.

The appointment cannot then proceed unless

- (a) the Leader of the Council has, within the period specified in the notice notified the appointor that neither he nor any other member of the Executive has any objection to the making of the offer;
- (b) no objection is received within the specified period from the Leader of the Council; or
- (c) an objection is made by the Leader of the Council within the specified period but the Committee is satisfied that the objection is not material or is not well-founded;

A deadline of 5.00pm on Thursday 26 April 2018 was given by the Committee for notification of any objection by a member of the Executive.

- 14 In respect of these conditions:-

- a) satisfactory references have been received;
- b) no objection has been made by any member of the Executive to the appointment; and
- c) satisfactory evidence has been received from the candidate that if the offer of employment were to be approved by the Council it is likely to be accepted.

- 15 The conditions attaching to the Appointments Committee's recommendation have therefore been met and the Appointments Committee recommends that the candidate referred to in Appendix A be appointed to the post of

Chief Executive and that the full Council approve such appointment and approve the making of an offer of employment to the candidate referred to in Appendix A in respect of such appointment.

- 16 The Committee recommends however that the offer of employment is itself made conditional on the satisfaction of a number of other conditions as follows:-

- (i) Satisfactory health check;
- (ii) Satisfactory completion of right to work checks;
- (iii) Satisfactory completion of a basic Disclosure and Barring Service check

Again it is proposed that delegated authority be given to the Executive Director of Children's Services Responsible for People Management to determine whether these conditions have been fulfilled. At the date of this Report satisfactory completion of right to work checks has been achieved but the other conditions remain outstanding.

- 17 At its meeting on 23 February 2018, full Council approved a number of changes to ensure the smooth running of the Council's business following the resignation of the former Chief Executive and to ensure compliance with the Council's legal obligations. In particular the Executive Director for Environment and Economy was designated as the Head of Paid Service and appointed as Returning Officer, the Chief Legal Officer was designated as the Monitoring Officer and a number of changes to the Constitution were made.

- 18 On the taking up of office of a new Chief Executive these arrangements will need to be addressed. The new Chief Executive will need to be designated as Head of Paid Service and appointed as the Returning Officer which will enable the Executive Director for Environment and Economy to be designated as Monitoring Officer. Certain constitutional changes would then be required as a consequence. The necessary constitutional changes are attached at Appendix B to this Report. This Appendix does not reverse all of the changes that were made at the February meeting. In particular a number of changes of references to the Chief Executive to references to the Head of Paid Service remain valid. Amendments to Part 7 of the Constitution will follow with Appendix A.

## **2. Legal Issues:**

### Equality Act 2010

- 19 Under section 149 of the Equality Act 2010, the Council must, in the exercise of its functions, have due regard to the need to:

- \* Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act
- \* Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- \* Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The relevant protected characteristics are age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; and sexual orientation

20 Having due regard to the need to advance equality of opportunity involves having due regard, in particular, to the need to:

- \* Remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic
- \* Take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it
- \* Encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low

21 The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities

22 Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to tackle prejudice, and promote understanding.

23 Compliance with the duties in section 149 may involve treating some persons more favourably than others

24 The duty cannot be delegated and must be discharged by the decision-maker. To discharge the statutory duty the decision-maker must analyse all the relevant material with the specific statutory obligations in mind. If a risk of adverse impact is identified consideration must be given to measures to avoid that impact as part of the decision making process.

The recruitment has been conducted in accordance with the Council's policies and a rigorously designed assessment and evaluation process which ensures that all applicants are treated equally regardless of protected characteristics.

Joint Strategic Needs Analysis (JSNA) and the Joint Health and Wellbeing Strategy (JHWS).

25 The Council must have regard to the Joint Strategic Needs Assessment (JSNA) and the Joint Health & Well Being Strategy (JHWS) in coming to a decision

There are no direct implications of the decision for the JSNA or JHWS.

Crime and Disorder

26 Under section 17 of the Crime and Disorder Act 1998, the Council must exercise its various functions with due regard to the likely effect of the

exercise of those functions on, and the need to do all that it reasonably can to prevent crime and disorder in its area (including anti-social and other behaviour adversely affecting the local environment), the misuse of drugs, alcohol and other substances in its area and re-offending in its area

There are no direct implications of the decision for the JSNA or JHWS.

## **2. Conclusion**

27 The Council has undertaken a comprehensive and rigorous process for the recruitment of a replacement Chief Executive who will also be the Council's Head of Paid Service. This process has been undertaken by the Appointments Committee which has delegated authority to make appointments to the post of Chief Executive subject to full Council approval.

28 The Council is recommended by the Appointments Committee to approve the appointment of the candidate referred to in Appendix A to the post of Chief Executive and the making of an offer of employment to the candidate referred to in Appendix A conditional on such of the following conditions as shall remain unsatisfied at the date of the full Council's meeting

- (i) Satisfactory health check;
- (ii) Satisfactory completion of right to work checks;
- (iii) Satisfactory completion of a basic Disclosure and Barring Service check

It is further recommended that delegated authority be given to the Executive Director of Children's Services Responsible for People Management to determine whether these conditions have been fulfilled.

29 The Report also proposes changes to the designation of the Council's Head of Paid Service and Monitoring Officer, the appointment of the Returning Officer and a number of constitutional provisions to return the Council to the position prior to the resignation of the previous Chief Executive.

## **3. Legal Comments:**

The Appointments Committee has delegated authority to make appointments to the post of Chief Executive subject to full Council approval. The Report sets out the process that the Committee has followed in identifying a successful candidate and recommends to full Council approval to the appointment of that candidate.

The approval of the candidate is reserved to full Council on the grounds set out in the Report.

The Council must designate one of its officers as Head of Paid Service and one of its officers as Monitoring Officer. It must also appoint a Returning Officer. Changes were made to these designations and appointments at the meeting of the Council in February. The recommendations in the Report return the Council

to the position prior to the resignation of the former Chief Executive and make the necessary constitutional changes.

The designation of the Head of Paid Service and Monitoring Officer, the appointment of the Returning Officer and approving changes to the Council's Constitution are reserved to the full Council.

#### **4. Resource Comments:**

There are no additional budget implications arising from the recommendations within this report

### **5. Consultation**

#### **a) Has Local Member Been Consulted?**

n/a

#### **b) Has Executive Councillor Been Consulted?**

All members of the Executive have been notified of the proposed appointment under paragraph 2.6 of the Officer Employment Procedure Rules of the Constitution as described in the Report and no objection has been received.

#### **c) Scrutiny Comments**

This decision has not been the subject of prior scrutiny

#### **d) Have Risks and Impact Analysis been carried out?**

Yes

#### **e) Risks and Impact Analysis**

See the body of the Report

### **6. Appendices**

These are listed below and attached at the back of the report	
Appendix A	Details of Candidate (to follow)
Appendix B	Changes to the Constitution (Part 7 to follow)

### **7. Background Papers**

The following Background Papers within the meaning of section 100D of the Local Government Act 1972 have been used in the preparation of this Report.



Background Paper	Where it can be viewed
Full Council Report 23 February 2018 "Interim Arrangements following the resignation of the Chief Executive"	Democratic Services

This report was written by Debbie Barnes, who can be contacted on 01522 553200 or [debbie.barnes@lincolnshire.gov.uk](mailto:debbie.barnes@lincolnshire.gov.uk).

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# **Lincolnshire County Council**

## **CONSTITUTION**

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## Part 1

# A SUMMARY OF THE LINCOLNSHIRE COUNTY COUNCIL CONSTITUTION

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## 9 **Monitoring what we do**

9a We must appoint a Head of Paid Service, Chief Financial Officer, a Monitoring Officer, a Statutory Scrutiny Officer, (acting jointly with the Secretary of State) a Director of Public Health, and a Director of Children's Services and of Adult Social Care. Each of these officers has specific responsibilities but together they are responsible for making sure we put in place effective, efficient and well-designed arrangements for overseeing what we do.

### 9b **Head of Paid Service**

| 9b1 The ~~Executive Director for Environment and Economy~~Chief Executive is our designated Head of Paid Service. He or she is responsible for managing the workforce and has overall responsibility for how we carry out our services.

9b2 The Head of Paid Service may not be the Monitoring Officer but may hold the position of Section 151 Officer (see 9d).

### 9c **Monitoring Officer**

9c1 The Monitoring Officer is responsible for:

- advising us about our powers and responsibilities;
- making sure our decisions are fair and keep to the law;
- updating and advising us on the constitution;
- supporting and promoting high standards of behaviour among our councillors and officers; and
- making sure we know Executive decisions are kept within our Budget and Policy Framework.

### 9d **Section 151 Officer**

9d1 The 151 Officer is responsible for:

- looking after our financial affairs;
- making sure (with the Monitoring Officer) our financial dealings keep to the law;
- providing professional financial advice; and
- supporting and advising our councillors on the budgetary framework.

## 10 **Access to Information**

10a All Full Council, Executive and Overview and Scrutiny meetings and the Non-Executive committees are open to the public unless private or

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## **Part 2**

# **ARTICLES OF THE CONSTITUTION**

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## ARTICLE 9 – OFFICERS

### 9.01 Engagement of Staff

#### (a) **General**

The Council through its Head of Paid Service may engage such staff (referred to as Officers) as it considers necessary to carry out its functions.

The recruitment selection and dismissal of employees will comply with the Officer Employment Procedure Rules, Officer Employment Protocol and Councillor Role in Part 4 of this Constitution.

The Council will from time to time determine and publicise a description of the overall departmental structure of the Council showing the management structure. This is set out at Part 7 of this Constitution.

#### (b) **Chief Officers.**

All Chief Officers will:

- contribute to the corporate management of the County Council;
- represent and promote the County Council as a Local Authority concerned to secure high quality services in line with the Council's Business Plan for the people of Lincolnshire;
- develop partnership working.



- (c) **Statutory Officers** - Head of Paid Service, Monitoring Officer and Section 151 Officer

The Council will designate the following posts as Statutory Officers:

<b>Post</b>	<b>Designation</b>
<del>Executive Director for Environment &amp; Economy</del> <u>Chief Executive</u>	Head of Paid Service under section 4 of the Local Government and Housing Act 1989
<del>Chief Legal Officer</del> <u>Executive Director for Environment and Economy</u>	Monitoring Officer under section 5 of the Local Government and Housing Act 1989
Executive Director Finance and Public Protection	Chief Finance Officer with responsibility for the administration of the financial affairs of the Council under section 151 of the Local Government Act 1972
Executive Director of Children's Services	Director of Children's Services under section 18 of the Children Act 2004
Executive Director of Adult Care and Community Wellbeing	Director of Adult Social Services under Section 6 of the Local Authorities and Social Services Act 1970
Executive Director for Environment & Economy	Traffic Manager under section 17 of the Traffic Management Act 2004
Head of Democratic Services	Scrutiny Officer under section 9FB of the Local Government Act 2000

The statutory post of Director of Public Health under Section 73A of the National Health Service Act 2006 shall be fulfilled by the Director of Public Health, being a post line managed by the Executive Director of Adult Care and Community Wellbeing with direct responsibility to the Head of Paid Services in relation to fulfilment of the statutory role of Director of Public Health.

The Head of Paid Service, Monitoring Officer and Chief Finance Officer have functions set out in 9.02 – 9.04 below.

(d) **Structure**

The Council will publicise a description of the overall departmental structure of the Council showing the management structure and

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deployment of Officers. This is set out at Part 7 of this Constitution.



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## **Part 3**

# **RESPONSIBILITY FOR FUNCTIONS**

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## C SPECIFIC POWERS OF THE CHIEF EXECUTIVE, CHIEF OFFICERS AND OTHER OFFICERS

### CHIEF EXECUTIVE

1. To Act as the Head of Paid Service in pursuance of the Local Government and Housing Act 1989. To have overall Corporate Management and operational responsibility (including overall management responsibility for all staff).
2. To grant or refuse permission for the display of the Coat of Arms and/or Badge of the County.
3. To fix fees for copies of documents and extracts of documents requested by the public under the provisions of the Local Government (Access to Information) Act 1985 and Freedom of Information Act 2000.
4. To exercise the functions of the Council under charities legislation.
5. To appoint Councillors to Committees and Panels and Sub-Committees and Sub-Panels in accordance with the wishes of Group Leaders, Deputy Group Leaders and Group Whips in accordance with Rule 5 of the Council Procedure Rules in Part 4 of this Constitution and the duty arising under Section 16 of the Local Government and Housing Act 1989.
6. To progress the strategic development of the Council.
7. On appointment, to undertake all the functions of the Returning Officer.
8. To undertake appropriate and necessary action when vacancy in office occurs.

### EXECUTIVE DIRECTOR OF FINANCE AND PUBLIC PROTECTION

1. To undertake all money market transactions associated with the cash flow functions of the Council including the raising and repayment of all loans within the limits determined by the Council from time to time.
2. To authorise the payment of statutory pensions and allowances, gratuities and compensation.
3. To make ex-gratia payments for loss or damage to property and to settle claims where there is no legal liability up to the authorised limit of £1,000.
4. To pay national pay awards.
5. To effect appropriate insurance cover in respect of Members and



## EXECUTIVE DIRECTOR FOR ENVIRONMENT & ECONOMY

### Monitoring Officer & Democratic Services

1. To act as Monitoring Officer under Section 5 of the Local Government and Housing Act 1989. As Monitoring Officer to consider applications for dispensations in respect of disclosable pecuniary interests.
- ~~12. To manage support for the Leader and Chairman's Office.~~
- ~~23. To operate Members' Allowances in line with the resolution of the County Council on this matter.~~
- ~~3. To Act as the Head of Paid Service in pursuance of the Local Government and Housing Act 1989. To have overall Corporate Management and operational responsibility (including overall management responsibility for all staff).~~
- ~~4. To grant or refuse permission for the display of the Coat of Arms and/or Badge of the County.~~
- ~~5. To fix fees for copies of documents and extracts of documents requested by the public under the provisions of the Local Government (Access to Information) Act 1985 and Freedom of Information Act 2000.~~
- ~~6. To exercise the functions of the Council under charities legislation.~~
- ~~7. To appoint Councillors to Committees and Panels and Sub-Committees and Sub-Panels in accordance with the wishes of Group Leaders, Deputy Group Leaders and Group Whips in accordance with Rule 5 of the Council Procedure Rules in Part 4 of this Constitution and the duty arising under Section 16 of the Local Government and Housing Act 1989.~~
- ~~8. To progress the strategic development of the Council.~~
- ~~9. On appointment, to undertake all the functions of the Returning Officer.~~
- ~~10. To undertake appropriate and necessary action when vacancy in office occurs.~~

### Complaints

1. To act as the complaints manager under Regulation 22 of the NHS Bodies and Local Authorities (Partnership Arrangements, Care Trusts, Public Health and Local Healthwatch) Regulations 2012 and to make arrangements for dealing with complaints under Regulation 21 of the said Regulations.

### Highways, Construction and Maintenance

1. To act as Engineer in Civil Engineering Contracts where the County Council, Highways Agency, or Lincolnshire's Partners are the Employer.
2. To take the role of Employer in Civil Engineering Contracts where the County Council is the employer in respect of:
  - (i) deduction of liquidated damages;
  - (ii) other matters within the limits imposed by the Financial Regulations.
3. To accept appointments to prepare and supervise civil engineering works on behalf of the Highways Agency and other public bodies, private individuals, firms and other bodies.
4. To provide and maintain cattle grids, fences, boundary posts and road

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|---|
| 2. To produce the Annual Health Report.                                 |
| 3. To carry out and publish health needs and health impact assessments. |

#### CHIEF LEGAL OFFICER

- |   |
|---|
| 1. To act as solicitor to the Council for any purposes and subject to consultation with such of the Executive, Executive Councillor, Committee or Chief Officer as may be appropriate, to exercise discretion whether to issue or defend proceedings on behalf of the County Council in any Court or Tribunal or before any other body with jurisdiction, including arbitration or adjudication, to enter into mediation or other alternative dispute resolution processes or otherwise to settle claims disputes and proceedings and to take such other actions as are appropriate for the solicitor to the Council and which are necessary to protect, maintain and fulfil the interests, rights and duties of the Council. |
| <del>2. To act as Monitoring Officer under Section 5 of the Local Government and Housing Act 1989. As Monitoring Officer to consider applications for dispensations in respect of disclosable pecuniary interests.</del>  |



**Open Report on behalf of Richard Wills, Executive Director responsible for Democratic Services**

Report to:	<b>County Council</b>
Date:	<b>11 May 2018</b>
Subject:	<b>Political balance on committees and sub-committees and allocation of places to political groups</b>

**Summary:**

There is a duty to review political balance on committees and sub-committees and allocation of seats to political groups at the annual meeting of the Council. Since the last review in May 2017, the political make-up of the Council has changed following a request from a councillor to be treated as a member of a different political group. This has impacted on the political balance of committees, sub-committees and outside bodies of the Council.

**Recommendation(s):**

- 1) That Council notes the change in the political make-up of the Council following the request from a councillor to be treated as a member of a different political group.
- 2) That Council adopts the political balance of committees and sub-committees to be circulated with the Council Order of Proceedings.

## **1. Background**

1.1 The Council is required by the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990 (as amended) to review the allocation of seats to political groups on committees and sub-committees. Under the Council's Constitution the composition of committees and sub-committees is the responsibility of the full Council. This was last reviewed at the annual meeting of Council on 19 May 2017.

1.2 Proportionality is based not on political parties but on political groups. A political group is simply a grouping of elected members which has been validly formed under the 1990 Regulations and consists of those elected members who have been validly notified as being a member of that group. A political group cannot have fewer than two members and an elected member cannot be a member of more than one political group.

1.3 On 26<sup>th</sup> April 2018 the interim chief executive received a letter from Councillor K Cook informing him that she had resigned from the Conservative Group and wished to be treated as a member of the Independent Group.

Following this change the political groupings are as follows:

<b>Political Group</b>	<b>Number of Councillors</b>
Conservative	57
Labour	6
Independent	5

1.5 In addition there are two elected members who do not belong to a political group.

1.6 Under Regulation 16 of the 1990 Regulations, where some of the members of the relevant authority fall to be treated as members of one or more political groups and the others do not the Council's obligations are as follows

- To determine the allocation to each of the political groups of such of the seats that fall to be filled as bears to the total of all seats the same proportion as the number of members of that group bears to the membership of the authority; and
- To secure that persons appointed to any seats that do not fall to be allocated to a political group under the above requirement are not a member of a political group

There are 127 seats that fall to be filled by the Council. The Table below sets out the political groups, the number of councillors and the proportion of the total membership of the authority that belong to that group (previous figures in brackets). Using that percentage the final column of the Table shows the number of seats that the Council can allocate to each of the political groups.

<b>Political Group</b>	<b>Number of Councillors</b>	<b>%</b>	<b>Number of seats</b>
Conservative	57 (58)	81.43 (82.86)	103 (105)
Labour	6	8.57	11
Independent	5 (4)	7.14 (5.71)	9 (7)

The remaining seats (four in number) cannot be allocated to the political groups and must be allocated to the members who are not members of a political group.

1.7 In allocating seats on politically balanced committees and sub-committees to political groups as set out above the Council must only make such determinations as give effect, so far as reasonably practicable, to the following principles (in the order shown)

- a) that not all of the seats on the body are allocated to the same political group
- b) that the majority of seats on the body is allocated to a particular political group if the number of persons belonging to that group is a majority of the Council's membership
- c) that the number of seats on the ordinary committees of the Council which are allocated to each political group bears the same proportion to the total of all the seats on the ordinary committees of the Council as is borne by the number of members of that group to the membership of the Council and
- d) that the number of seats on the body which are allocated to each political group bears the same proportion to the number of all the seats on that body as is borne by the number of members of that group to the membership of the authority.

In applying principles c) and d) above the proportion of members of a group to the membership of the Council is calculated using the % above. The legal entitlements for all the political groups, applying the above principles, will be attached as an appendix to the Council's Order of Proceedings.

1.8 It is the duty of the Council having allocated seats on the committees and sub-committees of the Council to the political groups to make appointments to those seats in accordance with the wishes of the group. If the group fails to express its wishes within three weeks beginning with the day it is notified of its allocation of seats by the proper officer the Council may make such appointment to that seat as it sees fit.

## **2. Conclusion**

It is a matter for the Council to allocate seats on committees and sub-committees to the political groups on the Council, which it must do in accordance with the law relating to proportionality.

### **3. Legal Comments:**

Council is required to allocate seats on the Committees of the Council to political groups in accordance with the law relating to proportionality as set out in the Report.

The decision is within the remit of the Council.

### **4. Resource Comments:**

There are no material financial implications arising from acceptance of the recommendations in this report.

## **5. Consultation**

### **a) Has Local Member Been Consulted?**

n/a

### **b) Has Executive Councillor Been Consulted?**

Yes

### **c) Scrutiny Comments**

n/a

### **d) Policy Proofing Actions Required**

n/a

## **6. Background Papers**

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Nigel West, who can be contacted on 01522 552840 or [nigel.west@lincolnshire.gov.uk](mailto:nigel.west@lincolnshire.gov.uk).





## County Council

### Open Report on behalf of Richard Wills, Executive Director responsible for Democratic Services

Report to:	County Council
Date:	11 May 2018
Subject:	Appointment of Chairmen and Vice-Chairmen of Committees and Sub-Committees (Except the Lincolnshire Health and Wellbeing Board, the Health Scrutiny Committee for Lincolnshire and Bourne Town Hall Trust Management Committee)

#### Summary:

The purpose of this report is to consider the appointment of Chairmen and Vice-Chairmen of the Council's Committees and Sub-Committees for the Municipal Year 2018/19.

#### Recommendation:

That the appointment of Chairmen and Vice-Chairmen of Committees and Sub-Committees be considered and approved.

## 1. Background

The Council has approved, under the preceding item of business the allocation of seats to political groups and the appointments to Committees and Sub-Committees.

Nominations for the appointment of Chairmen and Vice-Chairmen will be circulated with the Order of Proceedings.

## 2. Conclusion

Under the Council's Constitution it is for the Council at the Annual Meeting of the Council to appoint the Chairmen and Vice-Chairmen of Committees and Sub-Committees, excluding the Health Scrutiny Committee for Lincolnshire the Lincolnshire Health and Wellbeing Board and the Bourne Town Hall Trust Management Committee. Councillors are asked to consider the nominations circulated at the meeting.

**3. Legal Comments:**

The Council's Constitution provides for the Council to appoint the Chairmen and Vice-Chairmen of the Council's Committees and Sub-Committees, (with the exception of the Health Scrutiny Committee for Lincolnshire, the Lincolnshire Health and Wellbeing Board and the Bourne Town Hall Trust Management Committee) and for appointment to take place at the Annual Meeting.

**4. Resource Comments:**

There are no specific financial implications arising from the adoption of the recommendations in this report.

**5. Consultation****a) Has Local Member Been Consulted?**

n/a

**b) Has Executive Councillor Been Consulted?**

n/a

**c) Scrutiny Comments**

n/a

**d) Have Risks and Impact Analysis been carried out?**

No

**e) Risks and Impact Analysis**

Not applicable

**6. Background Papers**

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Katrina Cope, who can be contacted on 01522 552104 or [katrina.cope@lincolnshire.gov.uk](mailto:katrina.cope@lincolnshire.gov.uk).



## County Council

### Open Report on behalf of Richard Wills, Executive Director responsible for Democratic Services

Report to:	County Council
Date:	11 May 2018
Subject:	Calendar of Meetings 2018/19

#### Summary:

This report proposes a calendar of meeting dates, shown in Appendix A for the year 2018/19.

#### Recommendation:

That the calendar of meeting dates 2018/19, as shown in Appendix A, be approved.

## 1. Background

The Council's Constitution requires that the Council approves a programme of ordinary meetings of the Council for the year at its Annual Meeting in May.

Attached is a schedule of proposed dates for 2018/19. The 2018 dates are based on those agreed by the Council in May 2017, and as later amended, and the 2019 dates are based on the 2018 schedule.

## 2. Conclusion

Councillors are asked to consider and approve the Calendar of Meeting dates for 2018/19 as detailed at Appendix A.

#### 3. Legal Comments:

The Council's Constitution provides for the Annual Council Meeting to approve a programme of ordinary meetings of the Council for the forthcoming year.

#### 4. Resource Comments:

There are no specific financial implications arising from the recommendations of this report.

## 5. Consultation

### a) Has Local Member Been Consulted?

n/a

### b) Has Executive Councillor Been Consulted?

Yes

### c) Scrutiny Comments

n/a

### d) Have Risks and Impact Analysis been carried out??

No

### e) Risks and Impact Analysis

Not applicable

## 6. Appendices

These are listed below and attached at the back of the report

Appendix A	Calendar of Meetings 2018/19
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## 7. Background Papers

The following background papers as defined in the Local Government Act 1972 were relied upon in the writing of this report.

Document title	Where the document can be viewed
Calendar of Meeting 2017/18 report from the 19 May 2017 Council meeting	Lincolnshire County Council Website and Democratic Services

This report was written by Katrina Cope, who can be contacted on 01522 552104 or [katrina.cope@lincolnshire.gov.uk](mailto:katrina.cope@lincolnshire.gov.uk).

	MAY 2018	JUNE 2018	JULY 2018	AUG 2018	SEPTEMBER 2018	OCTOBER 2018	NOVEMBER 2018	DECEMBER 2018
Sat/Sun			1		1 & 2			1 & 2
			2 Planning & Regulation 10.30		3 Planning & Regulation 10.30	1 Planning and Regulation 10.30		3 Planning & Regulation 10.30
Tue	1 Executive 10.30		3 Executive 10.30		4 Executive 10.30	2 Executive 10.30		4 Executive 10.30 Health & Wellbeing Board 2.00
Wed	2		4 Adults & Community Wellbeing Scrutiny 10.00	1	5 Adults & Community Wellbeing Scrutiny 10.00	3		5
Thu	3		5	2	6	4 Pensions 10.00	1	6
Fri	4	1	6	3	7 Children & Young People Scrutiny 10.00	5	2	7
Sat/Sun	5 & 6	2 & 3	7 & 8	4 & 5	8 & 9	6 & 7	3 & 4	8 & 9
Mon	7	4 Planning & Regulation 10.30	9	6	10 Highways & Transport Scrutiny 10.00	8	5 Planning & Regulation 10.30	10 Highways & Transport Scrutiny 10.00
Tue	8	5 Executive 10.30 Health & Wellbeing Board 2.00	10 Environment & Economy 10.00	7	11 Public Protection & Communities Scrutiny 10.00	9	6 Executive 10.30	11 Public Protection & Communities Scrutiny 10.00
Wed	9	6	11 Health Scrutiny Committee 10.00	8	12 Health Scrutiny Committee 10.00	10 Adults & Community Wellbeing Scrutiny 10.00	7	12 Health Scrutiny Committee 10.00
Thu	10	7 Pensions 10.00	12	9	13	11	8	13 Pensions 10.00
Fri	11 County Council (AGM)	8 Children & Young People Scrutiny 10.00	13	10	14 County Council 10.30	12	9	14 County Council 10.30
Sat/Sun	12 & 13	9 & 10	14 & 15	11 & 12	15 & 16	13 & 14	10 & 11	15 & 16
Mon	14 Planning and Regulation 10.30	11 Highways & Transport Scrutiny 10.00	16 Highways & Transport Scrutiny 10.00	13	17 Flood and Water Management Scrutiny 10.00	15	12	17
Tue	15	12 Public Protection & Communities Scrutiny 10.00	17	14	18 Environment & Economy Scrutiny 10.00	16	13	18 Executive (Budget) 10.30
Wed	16 Health Scrutiny Committee 10.00	13 Health Scrutiny Committee 10.00	18	15	19	17 Health Scrutiny Committee 10.00	14 Health Scrutiny Committee 10.00	19
Thu	17	14	19 Pensions 10.00	16	20	18	15	20 Overview & Scrutiny Management Board 10.00
Fri	18	15	20 Children & Young People Scrutiny 10.00	17	21	19 Children & Young People Scrutiny 10.00	16	21
Sat/Sun	19 & 20	16 & 17	21 & 22	18 & 19	22 & 23	20 & 21	17 & 18	22 & 23
Mon	21	18	23 Audit 10.00	20	24 Audit 10.00	22 Highways & Transport Scrutiny 10.00	19 Audit 10.00	24
Tue	22 Environment & Economy 10.00	19	24 Public Protection & Communities Scrutiny 10.00	21	25 Health and Wellbeing Board 2.00	23 Public Protection & Communities Scrutiny 10.00	20	25
Wed	23	20	25	22	26	24	21	26
Thu	24 Overview & Scrutiny Management Board 10.00	21	26	23	27 Overview & Scrutiny Management Board 10.00	25 Overview & Scrutiny Management Board 10.00	22	27
Fri	25	22	27	24	28	26	23	28
Sat/Sun	26 & 27	23 & 24	28 & 29	25 & 26	29 & 30	27 & 28	24 & 25	29 & 30
Mon	28	25 Audit 10.00	30 Planning & Regulation 10.30	27		29	26 Flood and Water Management Scrutiny 10.00	31
Tue	29 Flood & Water Management Scrutiny 10.00	26	31	28		30 Environment & Economy Scrutiny 10.00	27 Environment & Economy Scrutiny 10.00	
Wed	30 Adults & Community Wellbeing Scrutiny 10.00	27		29		31	28 Adults & Community Wellbeing Scrutiny 10.00	
Thu	31	28 Overview & Scrutiny Management Board 10.00		30 Overview & Scrutiny Management Board 10.00			29 Overview & Scrutiny Management Board 10.00	
Fri		29		31			30 Children & Young People Scrutiny 10.00	
Sat/Sun		30						

	JANUARY 2019	FEBRUARY 2019	MARCH 2019	APRIL 2019	MAY 2019	JUNE 2019	JULY 2019	AUG 2019	SEPTEMBER 2019	OCTOBER 2019	NOVEMBER 2019	DECEMBER 2019
Sat/Sun									1			1
Mon				1		3 Planning & Regulation 10.30	1 Planning & Regulation 10.30		2 Planning & Regulation 10.30			2 Planning & Regulation 10.30
Tue	1			2 Executive 10.30		4 Executive 10.30	2 Executive 10.30		3 Executive 10.30	1 Executive 10.30		3 Executive 10.30 Health & Wellbeing Board 2.00
Wed	2			3	1	5	3 Adults & Community Wellbeing Scrutiny 10.00		4 Adults & Community Wellbeing Scrutiny 10.00	2		4
Thu	3 Executive 10.30			4	2	6	4	1	5	3 Pensions 10.00		5
Fri	4	1	1	5	3	7 Children & Young People Scrutiny 10.00	5	2	6 Children & Young People Scrutiny 10.00	4	1	6
Sat/Sun	5 & 6	2 & 3	2 & 3	6 & 7	4 & 5	8 & 9	6 & 7	3 & 4	7 & 8	5 & 6	2 & 3	7 & 8
Mon	7	4 Planning & Regulation 10.30	4 Planning & Regulation 10.30	8 Planning & Regulation 10.30	6	10 Highways & Transport Scrutiny 10.00	8	5	9 Flood and Water Management Scrutiny 10.00	7 Planning & Regulation 10.30	4 Planning & Regulation 10.30	9 Highways & Transport Scrutiny 10.00
Tue	8	5 Executive 10.30 Pay Policy Sub 1.00	5 Executive 10.30	9 Environment & Economy 10.00	7	11 Public Protection & Communities Scrutiny 10.00 Health & Wellbeing Board 2.00	9 Environment & Economy 10.00	6	10 Environment & Economy 10.00	8	5 Executive 10.30	10 Public Protection & Communities Scrutiny 10.00
Wed	9	6	6	10 Adults & Community Wellbeing Scrutiny 10.00	8 Executive 10.30	12 Health Scrutiny Committee 10.00	10 Health Scrutiny Committee 10.00	7	11	9 Adults & Community Wellbeing Scrutiny 10.00	6	11
Thu	10 Pensions 10.00	7	7	11	9	13 Pensions 10.00	11	8	12	10	7	12 Pensions 10.00
Fri	11	8	8 Children & Young People Scrutiny 10.00	12	10	14	12	9	13 County Council 10.30	11	8	13 County Council 10.30
Sat/Sun	12 & 13	9 & 10	9 & 10	13 & 14	11 & 12	15 & 16	13 & 14	10 & 11	14 & 15	12 & 13	9 & 10	14 & 15
Mon	14 Planning & Regulation 10.30	11 Flood & Water Management Scrutiny 10.00	11 Highways & Transport Scrutiny 10.00	15	13 Planning & Regulation 10.30	17 Audit 10.00	15 Highways & Transport Scrutiny 10.00	12	16 Highways & Transport Scrutiny 10.00	14	11	16
Tue	15 Environment & Economy 10.00	12	12 Public Protection & Communities Scrutiny 10.00	16	14	18	16	13	17 Public Protection & Communities Scrutiny 10.00	15	12	17 Executive (Budget) 10.30
Wed	16 Adults & Community Wellbeing Scrutiny 10.00	13	13	17 Health Scrutiny Committee 10.00	15 Health Scrutiny Committee 10.00	19	17	14	18 Health Scrutiny Committee 10.00	16 Health Scrutiny Committee 10.00	13 Health Scrutiny Committee 10.00	18 Health Scrutiny Committee 10.00
Thu	17	14	14	18	16	20	18 Pensions 10.00	15	19	17	14	19 Overview & Scrutiny Management Board 10.00
Fri	18 Children & Young People Scrutiny 10.00	15	15	19	17 County Council (AGM) 10.30	21	19 Children & Young People Scrutiny 10.00	16	20	18 Children & Young People Scrutiny 10.00	15	20
Sat/Sun	19 & 20	16 & 17	16 & 17	20& 21	18 & 19	22 & 23	20 & 21	17 & 18	21 & 22	19 & 20	16 & 17	21 & 22
Mon	21 Highways & Transport Scrutiny 10.00	18	18	22	20	24	22 Audit 10.00	19	23 Audit 10.00	21	18 Audit 10.00	23
Tue	22 Public Protection & Communities Scrutiny 10.00	19	19	23 Public Protection & Communities Scrutiny 10.00	21 Environment & Economy 10.00	25	23 Public Protection & Communities Scrutiny 10.00	20	24 Health & Wellbeing Board 2.00	22 Environment & Economy 10.00	19	24
Wed	23 Health Scrutiny Committee 10.00	20 Health Scrutiny Committee 10.00	20 Health Scrutiny Committee 10.00	24	22 Adults & Community Wellbeing Scrutiny 10.00	26	24	21	25	23	20	25
Thu	24	21	21 Pensions 10.00	25 Overview & Scrutiny Management Board 10.00	23	27 Overview & Scrutiny Management Board 10.00	25	22	26 Overview & Scrutiny Management Board 10.00	24 Overview & Scrutiny Management Board 10.00	21	26
Fri	25	22 County Council 10.00	22	26 Children & Young People Scrutiny 10.00	24	28	26	23	27	25	22 Children & Young People Scrutiny 10.00	27
Sat/Sun	26 & 27	23 & 24	23 & 24	27 & 28	25 & 26	29 & 30	27 & 28	24 & 25	28 & 29	26 & 27	23 & 24	28 & 29
Mon	28 Audit 10.00	25	25 Audit 10.00	29 Highways & Transport Scrutiny 10.00	27		29 Planning & Regulation 10.30	26	30	28 Highways & Transport Scrutiny 10.00	25 Flood and Water Management Scrutiny 10.00	30
Tue	29	26 Environment & Economy 10.00	26 Health & Wellbeing Board 2.00	30	28 Flood and Water Management Scrutiny 10.00		30	27		29 Public Protection & Communities Scrutiny 10.00	26 Environment & Economy 10.00	31
Wed	30	27 Adults & Community Wellbeing Scrutiny 10.00	27		29		31	28		30	27 Adults & Community Wellbeing Scrutiny 10.00	
Thu	31 Overview & Scrutiny Management Board 10.00	28 Overview & Scrutiny Management Board 10.00	28 Overview & Scrutiny Management Board 10.00		30 Overview & Scrutiny Management Board 10.00			29 Overview & Scrutiny Management Board 10.00		31	28 Overview & Scrutiny Management Board 10.00	
Fri			29		31			30			29	
Sat/Sun			30 & 31		1 & 2			31			30	



## County Council

### Open Report on behalf of Richard Wills, Executive Director responsible for Democratic Services

Report to:	County Council
Date:	11 May 2018
Subject:	Overview and Scrutiny Annual Report 2017-18

#### Summary:

This report invites the County Council to consider and approve the Annual Report for Overview and Scrutiny for 2017-18.

#### Recommendation(s):

To approve the Overview and Scrutiny Annual Report for 2017-18.

### 1. Background

#### Annual Report for 2017-18

The Overview and Scrutiny Annual Report for 2017-18 is attached at Appendix A to this report.

The Annual Report represents an ideal opportunity to highlight the scrutiny work that has taken place throughout the last year and to look forward to the year ahead.

### 2. Conclusion

The Overview and Scrutiny Annual Report for 2017-18 provides an opportunity to consider the work of the Overview and Scrutiny function and the County Council is invited to approve this year's report.

### 3. Legal Comments:

The Report introduces for approval the Annual Scrutiny Report. Overview and Scrutiny is an important aspect of the Council's functions and the report enables the Council to assess the carrying out of this function in the last year. The matter is within the remit of the full Council.

**4. Resources Comments:**

There are no financial implications arising from acceptance of the recommendation in this report.

**5. Consultation****a) Has Local Member Been Consulted?**

n/a

**b) Has Executive Councillor Been Consulted?**

n/a

**c) Scrutiny Comments**

The Overview and Scrutiny Management Board met on 26 April 2018 and considered and approved the Overview and Scrutiny Annual Report for 2017-18.

**d) Have Risks and Impact Analysis been carried out?**

Not Applicable

**e) Risks and Impact Analysis**

Not Applicable

**6. Appendices**

These are listed below and attached at the back of the report

Appendix A	Overview and Scrutiny Annual Report 2017-18
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**7. Background Papers**

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Nigel West, who can be contacted on 01522 552840 or [nigel.west@lincolnshire.gov.uk](mailto:nigel.west@lincolnshire.gov.uk).





# Overview and Scrutiny Annual Report 2017-18

## Foreword

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I am pleased to present the Overview and Scrutiny Annual Report for 2017-18. The report contains a look back to scrutiny activity over the last year and what we will be doing in the coming year. First, a reminder of what the key aims of scrutiny work are in local councils:-

- Provide healthy and constructive challenge
- Give voice to public concerns
- Support improvement in services
- Provide an independent review

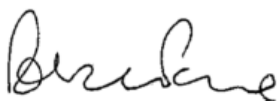
The past year has seen the implementation of a new Overview and Scrutiny committee structure and procedures following a review by a councillor working group. Fourteen recommendations were agreed by the Council in December 2016 which came into force in May 2017. What has been noticeable is

- the greater engagement firstly of Executive councillors with scrutiny committees and secondly of the Chairman of the Overview and Scrutiny Management Board with the Executive through attending Executive meetings.
- that the development of the Executive and Scrutiny Protocol, *"Developing Effective Relationships Between the Executive and Scrutiny"* has helped to establish practical working arrangements between the Executive, scrutiny committees as well as the Council's senior managers which develops a unity of purpose. The Protocol provides a framework for positive relationships between the Executive and scrutiny committees. That said, its effectiveness is dependent on all councillors and officers accepting the principles underlying the Protocol.

The Council also agreed

- a revised three tier scrutiny committee structure, detailed on Page 4 of this Report. This Annual Report sets out the work of these new committees since the implementation of the revised committee structure.
- that the new scrutiny arrangements should be reviewed 12 months after implementation. This review will be undertaken over the next few months. I look forward to the outcomes and lessons learnt from this review and will be reporting back with progress made.

Should you want to know more about our overview and scrutiny work then please feel free to get in touch using the contact details at the end of the report.



**Councillor Robert Parker**  
**Chairman, Overview and Scrutiny Management Board**

## Introduction to Overview and Scrutiny

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Overview and scrutiny is the process whereby non-executive councillors of the Council examine the authority's functions and services, plus those of partner organisations. It is a function of local authorities in England and Wales. It was introduced by the Local Government Act 2000 which created separate Executive and Overview and Scrutiny functions within councils. All non-Executive councillors are eligible to participate in the work of scrutiny. Joining them to scrutinise particular issues are parent governors, church representatives, councillors from the district councils and representatives from other local organisations.

The Council has eight overview and scrutiny committees that consider new policies and strategies, existing policies to see how well they are working and performance information to check that the Council is meeting the standards that have been set.

Committees can also establish working groups to work in a less formal way either working independently or in collaboration with Council officers. These working groups have responded to national consultations, reviewed existing policies and looked to develop new policies in conjunction with officers.

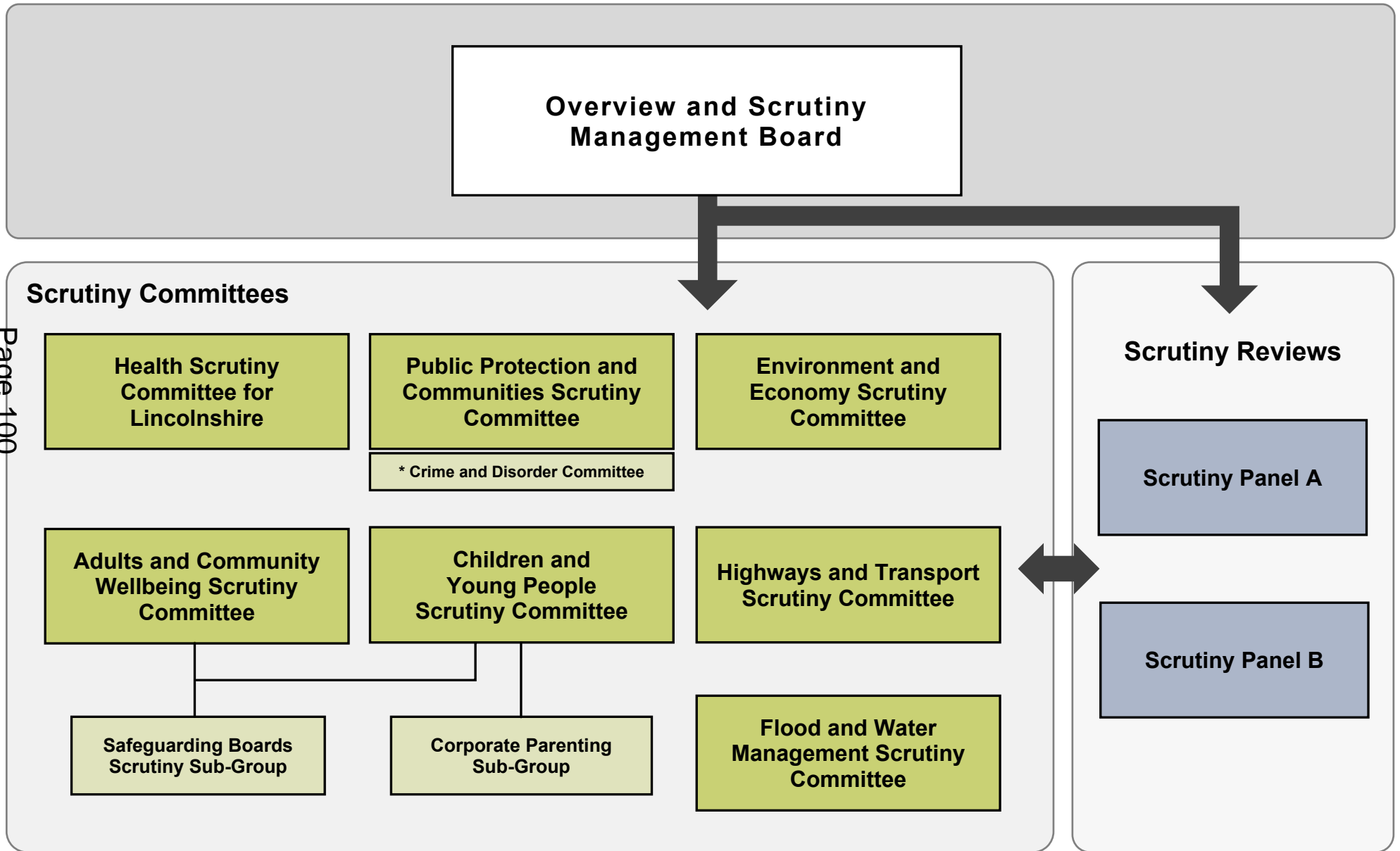
The Council also has two scrutiny panels to undertake reviews that focus on a particular issue and consider it in greater detail than is possible at Committee. These reviews will typically last around six months and will include a mixture of interviews with relevant council officers, research of best practice elsewhere, meetings with service users and community groups and consultation with wider parts of the community. These reviews culminate in a final report with recommendations which are then presented to a meeting of the Council's Executive.



# OVERVIEW AND SCRUTINY STRUCTURE

May 2017

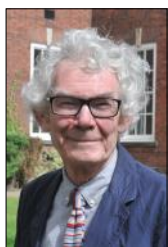
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\* The Public Protection and Communities Scrutiny Committee also serves as the Crime and Disorder Committee.

## Overview and Scrutiny Management Board

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### Chairman

**Councillor Robert  
Parker**



### Vice-Chairman

**Councillor Ray  
Wootten (from December  
2017)**



**Councillor Lindsey  
Cawrey (up to December  
2017)**

Communication between the Executive and Scrutiny has improved markedly over the first 12 months of the new structure. The attendance at scrutiny committee meetings of Executive councillors and/or Executive support councillors has helped in this regard. In addition, the Chairman of the Overview & Scrutiny Management Board now attends each meeting of the Executive. On a practical level, this allows the Chairman to convey in person some of the feelings of the Board and not simply the formally resolved outcome. Scrutineers can be reassured that the Executive has been made fully aware of their views and comments before decisions are made. The importance of this was underlined when during adverse weather conditions, a scrutiny committee meeting was cancelled and the views of the committee were sought by email and reported to the Executive before decisions were made. The Chairman's attendance at the Executive meetings has an additional benefit of being a visible presence of the Scrutiny function at a meeting that is usually attended by media representatives.

During the year, the Overview and Scrutiny Management Board has paid particular attention to:-

- monitoring the performance of the Council by receiving the Council Business Plan outcomes, updates on the Treasury Management performance, and commented on regular quarterly reports on the financial performance of the Council; in short finding out whether our performance was in line with targets.
- monitoring the performance of the Corporate Support Services contract which is being delivered by Serco on behalf of the Council. We have received regular updates on the performance of this contract and due to the close monitoring and challenge by the Board, Serco is now delivering all the key performance indicators (KPIs) in relation to this contract.
- scrutinising the 150 Information Management Technology (IMT) projects which are being delivered by Serco. Examples of IMT projects include online and phone fault reporting for highways faults; new website and replacement web hosting platform; and replacement of Children's Services system Edica which is used by parents for schools admissions.
- monitoring and co-ordinating the scrutiny activity of each of the scrutiny committees by receiving quarterly in-depth updates from the chairmen of each scrutiny committee. The Review of Scrutiny Working Group felt that the new

Overview and Scrutiny Management Board should take a stronger lead in the prioritisation of scrutiny topics and delivery of the scrutiny work programmes. This is now happening at every Board meeting with more attention being given to the outcomes that are to be achieved in scrutiny committees. This enables some "peer review" of how the scrutiny committees are monitoring performance within the Council, which is part of the Scrutiny function, and how the committees themselves are working. This has resulted in more inclusion and information sharing amongst members of the Board in relation to work that is going on in other scrutiny committees.

Going forward, the Board will

- identify the top 20 IMT projects which we consider to be of the highest priority for the Council to ensure that these are delivered within agreed timelines.
- work more closely with the Audit Committee around information sharing and joint working in relation to monitoring the performance of the Council.
- determine new topics for deliberation within the Scrutiny Panels. It is acknowledged that lessons are still being learnt about the way these should work, but there is a sense that they will become a good mechanism to being more proactive in Scrutiny. More discussion on this subject area can be seen on page 19.
- continue to ensure that all Scrutiny work provides healthy and constructive challenge, gives voice to public concerns, supports improvement in services and provides an independent review of Executive actions.

## Adults and Community Wellbeing Scrutiny Committee

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### Chairman

**Councillor Hugo  
Marfleet**



### Vice-Chairman

**Councillor Mrs Elizabeth  
Sneath**

The 'community wellbeing' element of the Committee's name refers to the County Council's public health function and this represents the first time that adult care and public health have been combined in the same scrutiny committee.

The consideration of procurement proposals for adult care and community wellbeing services has been a recurring theme for the Committee. The Committee has considered the following procurement pre-decision scrutiny items over the last year meetings: Local Stop Smoking Service; NHS Health Check Programme; Shared Lives Services; Strategic Market Support Partner; and Domestic Abuse Support Services. In addition to this, the Committee has considered the overall contract management arrangements, included the expected items subject to procurement in the coming year.

Adult care and community wellbeing constitute the largest budget area for the County Council (£183.066 million during 2017-18), and because of this, the Committee receives regular budget monitoring reports. These reports include the Better Care Fund allocations, which provided £33.27 million to the County Council during 2017-18.

The Committee has adopted a themed approach to the reporting of performance. In effect, rather than focusing on a range of indicators for re-ablement, non-elective admissions and delayed transfers of care; services for carers; and the health check programme. This approach has been beneficial in enabling the Committee to explore how the indicators relate to the service areas in question.

The Committee receives regular report from the Care Quality Commission on its overall findings for residential and nursing homes in Lincolnshire. In November 2017, the Committee was advised that 79% of residential and nursing homes were rated as 'good' or 'outstanding'. The Committee was made aware of the support given to those homes in the 'requires improvement' and 'inadequate' categories.

In terms of volume of material the most significant item considered by the Committee was an item on the 'usual costs' paid by the Council for residential and nursing care. As part of this item, the Committee considered a proposed decision by the Executive Councillor, on the proposed levels of 'usual costs'. As part of this item, the impact of increased agency nursing costs on nursing homes was highlighted by the Lincolnshire Care Association, which has led some of these homes to deregister their nursing beds. Potentially the Health and Wellbeing Board could become involved, with a view to engaging the Clinical Commissioning Groups and the Care Quality Commission on their approach to registered nursing care.

## Children and Young People Scrutiny Committee

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### Chairman

**Councillor Robert  
Foulkes**



### Vice-Chairman

**Councillor Robert  
Kendrick**

One key issue that the Children and Young People Scrutiny Committee has considered over the past year is the review of Special Educational Needs and Disabilities (SEND) school provision across Lincolnshire. In March 2017, the Department for Education announced the High Needs Strategic Review instructing all local authorities to review provision for pupils with SEND in order to ensure that there are sufficient good school places which meet the changing needs of pupils with SEND. The SEND review has looked at how the 20 special schools in Lincolnshire can supply provision for all types of SEND across the county. In December 2017, the Committee strongly supported the strategic vision of SEND provision, as detailed in the *Building Communities of Specialist Provision Strategy*, before a decision was taken by the Executive to go out to formal consultation between January and March 2018. The proposed strategy has many aims including reducing the length of journeys to school for pupils with SEND by ensuring all special schools can meet all types of need and disability, so pupils can go to their nearest school. The Committee received an update in April 2018 on the consultation process, initial outcomes from the consultation and the timeline on the next steps. In October 2018, the Committee will scrutinise the final version of the *Building Communities of Specialist Provision Strategy*, before it is approved by the Executive in November 2018.

Another key issue for the Committee has been pupil exclusions from schools. The Committee received updates in July 2017 and January 2018 on the Inclusive Lincolnshire Strategy, which was implemented in 2016/17 to address the problem of a rising and unsustainable rate of permanent exclusions from Lincolnshire schools. The Committee decided in March 2018 to establish a working group to look into the work being undertaken by officers and schools to reduce pupil exclusions in Lincolnshire. The Committee looks forward to receiving the outcomes from the working group and any recommendations on how pupil exclusions in Lincolnshire could be addressed at a future meeting.

To improve the understanding of the Committee of pupil exclusions, Members have undertaken visits to providers of alternative provision. The providers of alternative provision deliver education for young people excluded from school. Visits were arranged for the Committee members to visit Bridge House Independent School in Boston, First Steps Vocational Training Centre in Hubberts Bridge, Boston, and Gelders Group in Sturton by Stow, Lincoln as providers of alternative provision.

The Committee has raised a number of concerns over the last year regarding the high number of juvenile first time offenders. For October 2015 - September 2016, there were 266 juvenile first time offenders, although this was a reduction on previous years. To address the high level of juvenile first time offenders, the Council has launched a new diversionary project in Lincolnshire in conjunction with the Police. Young people who offend at a low level for the first time and accept that they



have committed the offence will be diverted through local Restorative Panels which will try to prevent young people from getting a criminal record. The Restorative Panels pilot started in July 2017 and the Committee is looking forward to receiving the outcomes from the Restorative Panels pilot at its meeting in July 2018.

Going forward, the Committee will consider an item on Prevent and the implications for children and young people. The Counter-Terrorism and Security Act 2015 contains a duty on specified authorities to have due regard to the need to prevent people from being drawn into terrorism. This is known as the Prevent duty which came into force on 1 July 2015. Specified authorities include local authorities, NHS trusts, schools, and also providers of certain services to those authorities. The Committee will learn about the statutory requirements around Prevent since 2015 and the implications for children and young people. The Committee will also consider how the Council is responding to the Prevent duty in relation to children and young people and see if there are any recommendations it could make.

## Environment and Economy Scrutiny Committee

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### Chairman

**Councillor Tony  
Bridges**



### Vice-Chairman

**Councillor Barry  
Dobson**

The Environment and Economy Scrutiny Committee combines two areas of responsibility (Protecting & Sustaining the Environment, Sustaining & Growing Business & the Economy) to provide an opportunity to join these areas and encourage a more holistic approach and a greater focus on strategic outcomes.

The Lincolnshire Local Industrial Strategy has been a key area of interest and the Committee continues to engage with officers during the development process to offer advice/support during the preparation of the local industrial strategy and ensure the strategy responds effectively to local priorities.

The Committee has also engaged and considered key topics in relation to the Midlands Engine, which provides a good opportunity to deliver the council's growth priorities. As part of the consideration of this topic the Committee supported that a strong economic narrative for Lincolnshire projects continues to be articulated to the Midlands Engine partnership in order to attract resources into Lincolnshire as a whole. In addition, the Committee supported the improvements to the A1/A17/A46 junction at Newark as a project which could have economic benefits as a gateway to Lincolnshire, and highlighted the Port of Boston as an important consideration for the Midlands Engine. The Committee continues to strongly highlight the need to ensure the whole of Lincolnshire benefits from the work of the Midlands Engine.

The Committee has continued to monitor the progress of Brexit and the National Productivity Investment Fund which is proposed will replace EU funding going forward. The Committee has highlighted to officers that future transitional arrangements, through the Brexit process, were key in ensuring the economy remained stable throughout this process. In addition the Committee continues to emphasise the importance of a localised focus on future funding arrangements.

In October 2017 the Committee visited the Eventus Business Centre in Market Deeping. The Committee toured the Eventus site and reviewed the inclusive managed workspace on offer for small to medium enterprises. The Committee held a networking session with some of the Businesses currently occupying the centre to better understand the added value provided by the Business Centres across the county.

The Committee has also considered DEFRA'S twenty-five year plan to improve the environment and how the vision for long term environmental improvement can be implemented within the Council's Commissioning Strategies. Because of the wide-ranging scope of the Environment Plan, the Committee will look to consider further exploration of specific subject areas at future meetings as the County Council develops its response to this new policy direction.

Looking ahead, the Committee will continue to have input into the development of a new Joint Municipal Waste Management Strategy for Lincolnshire and the development of the Third Carbon Management Plan. In addition, the Committee has also identified the need for a greater focus on Utility provision in Lincolnshire, including rural broadband as a key priority for the coming years.

## Flood and Water Management Scrutiny Committee

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### **Chairman**

**Councillor Daniel  
McNally**



### **Vice-Chairman**

**Councillor Paul  
Skinner**

The Flood and Water Management Scrutiny Committee considers Lincolnshire County Council's delivery of its local leadership role in relation to flood and water management. The Committee also considers the effectiveness of the Lincolnshire Flood Risk and Drainage Management Partnership and related partnership developments.

The Flood and Water Management Scrutiny Committee meets on a quarterly basis.

Lincolnshire has a wide range of potential flood risk and extensive existing infrastructure & water level management systems. The Committee continues to include key partners from Internal Drainage Boards, the Environment Agency and Anglian Water to build an effect partnership approach.

The Committee continues to scrutinise Section 19 investigations undertaken to resolve flooding incidents. The majority of S.19 investigations relate to surface water flooding and at the July meeting the Committee requested future reports pay more attention to the outstanding recommendations arising from completed investigations.

The Committee received a presentation as part of the review of the Lincolnshire Flood Risk and Water Management Partnership. Lincolnshire has a unique Joint Scrutiny Committee reflecting the Flood Risk and Water Management Partnership. The Committee highlighted the need for economic growth and water management to be considered together in order to develop long term protection measures that would be necessary for the coast.

The Committee has also considered detail on the Water Resources East project and supported the work to develop a long-term, multi-sector, water resource strategy. The Water Resource Management Plan will look to ensure Lincolnshire is correctly positioned to exploit the wider opportunities to deliver benefits to the environment, flood risk management, the agri-food and tourism sectors.

The Committee continues to engage with the Environment Agency and has had consultation input into the review of the management of coastal flood risk on the Lincolnshire coast between Saltfleet and Gibraltar Point.

Looking ahead, the Committee will look to consider the work being undertaken as part of the River Maintenance Transfer (De-maining) pilots in Lincolnshire. In addition the Committee are keen to undertake an Environment Agency visit to the Boston Barrier site works.

## Health Scrutiny Committee for Lincolnshire

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### Chairman

**Councillor Carl  
Macey**



### Vice-Chairman

**Councillor Chris  
Brewis**

The Lincolnshire Sustainability and Transformation Partnership (STP) has been a dominant feature of the Committee's work programme in the last year. In addition to consideration of quarterly reports on the overall STP, the Committee has focused on four of the STP's priorities: Mental Health; Operational Efficiency; the GP Forward View; and Integrated Neighbourhood Working. A key development for the Lincolnshire STP has been its preparation of an Acute Services Review in early 2018. The content of the Acute Services Review is not yet known, but it is understood that this will impact on the timing of the elements of STP's activities that are due for full public consultation. The absence of meaningful consultation, compounded by the Acute Services Review, continues to be a frustration for the Committee.

Despite assurances in November 2017 that the required threshold for middle grade doctors would be reached to enable Grantham A&E to open overnight, a decision was made in December 2017 to continue with its overnight closure. This followed a review by the East of England Clinical Senate and a change to the staffing threshold. As a result in January 2018, the Health Scrutiny Committee referred the matter to the Secretary of State for Health and Social Care on the grounds of absence of consultation. A determination from the Secretary of State is awaited.

Responding to a consultation on the proposed closure of the Lincoln Walk-in Centre was the first major activity for the Committee, which has followed this through with further consideration of the alternatives to the Walk-in Centre, such as extended GP opening hours; same-day appointments being made for children with urgent care needs; and alternative provision for students in Lincoln.

Non-emergency patient transport has been a major concern for the Committee and monthly reports on performance of the provider, Thames Ambulance Service Ltd (TASL), have been submitted each month since December 2018. Whilst there has been some improvement, TASL is still not meeting the key performance indicators.

The Committee has continued to receive regular reports from the East Midlands Ambulance Service (EMAS). Revised national ambulance performance standards were introduced in July 2017, but EMAS has advised the Committee that it is not currently commissioned by the clinical commissioning groups in the East Midlands to meet these standards and additional resources would be required to meet the standards in full. A continuing concern is the time taken to handover patients at Lincolnshire hospitals, which exceed the regional and national average.

In the coming year, the Committee is expecting to respond to formal consultation on the elements of the STP where this is required. Services such as Grantham A&E, and maternity services in Pilgrim Hospital are expected to form part of this formal

public consultation. In addition to this, the Committee will continue to focus on other elements of the STP, where consultation is not legally required. A further concern for the Committee is the likelihood of decisions to temporarily suspend services on the grounds of patient safety, owing to a lack of staff, as previous experience of this at Grantham A&E in fact led to a temporary closure becoming permanent in all but name.

## Highways and Transport Scrutiny Committee

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### Chairman

**Councillor Michael  
Brookes**



### Vice-Chairman

**Councillor Chris  
Brewis**

The Highways and Transport Scrutiny Committee considers key areas of public interest including Highway Network Management, Highways maintenance, transport commissioning and new transport investments such as highways improvements.

The development of a replacement for the Lincolnshire Highways Alliance contracts from 2020 has been a key priority in 2017/18 and the Committee has continued to support the involvement of councillors in the process to develop an effective replacement. The Committee continues to scrutinise regular updates on the progress towards Lincolnshire Highways 2020 and considers key milestones in the project as required. Highways 2020 is a key priority for Lincolnshire County Council going forward and effective scrutiny involvement is key to ensure local priorities are realised.

The major highways schemes are a key priority for Lincolnshire and the Committee continues to receive regular updates as part of the quarterly performance report. These schemes include the Lincoln Eastern Bypass, which is currently the County Council's largest Highway scheme. The committee will continue to review the progress towards the Lincoln Eastern Bypass going forward. In addition, the Committee continues to review the progress made towards the Grantham Southern Relief Road, Boston Distributor Road, Spalding Western Relief Road, North Hykeham Relief Road and Lincolnshire Coastal Highway.

The Committee continues to review and monitor quarterly performance information, including performance of the long standing Lincolnshire Highways Alliance which delivers the majority of highway services through a number of contracts. In addition, the Committee continues to monitor and review the winter maintenance arrangements for the County on a regular basis.

The Committee has also had input into the Department for Transport (DfT's) proposal to create a Major Road Network (MRN) comprising the most economically important local authority A Roads. This work looks to attract funding support for major improvements and is an area the Committee will continue to monitor moving forward and is a key area to highlight the importance of the Coastal Highway.

In November 2017 the Committee considered reports on the control of weeds within the public highway and the maintenance of highway grass within the public highway. These items were presented following a request from the Committee to review these areas of policy. The Committee resolved to support a formal recommendation to the Executive / Executive Councillor for Highways, Transport and IT that the current Highways weed spraying single-spray policy be reviewed and consideration given to increase the number of treatments as part of the budget setting process for 2018/19.

The Committee has also requested future updates on changes to the Well Managed Highway Infrastructure Code of Practice to give forward visibility of the potential changes to the Highways Asset Management Plan. The Highways and Transport Scrutiny Committee will continue to consider this area as it is important to have good forward visibility of the likely proposed changes and the impacts these may have on services.

After successful lobbying, the Committee welcomed Network Rail in November 2017 to review the current Rail Plan and Joint Schemes in Lincolnshire. It is hoped that the Committee will build on this relationship to continue to engage positively with Network Rail on an annual basis to promote the delivery of key rail schemes within the County.

Looking ahead, the Committee plans to continue to consider areas of key local interest, including reviewing proposals to deliver improved transport corridors across the County. The Committee aim to review the progress against the actions in the various local Transport Strategies and the work being undertaken towards developing the Boston Distributor Road and Coastal Highway.

In addition, the Committee will look to have greater focus on Passenger Transport issues over the coming year, as well as considering the value for money assessment of the New Highways Operating Model. Effective Highways Communication will also be considered later in 2018 as part of work being undertaken to improve Highways fault reporting system.



## Public Protection and Communities Scrutiny Committee

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### **Chairman**

**Councillor Nigel  
Pepper**



### **Vice-Chairman**

**Councillor Adam  
Stokes**

The Committee continues to scrutinise the services covered within Public Protection and Communities remit. This includes County Public Protection, Community Resilience and Assets and Lincolnshire Fire and Rescue.

The Committee has continued to fulfil its role in scrutinising performance of the out-sourced Library Contract to Greenwich Leisure Limited (GLL). At the meeting in July 2017 the Committee supported the ongoing development of the library service by GLL, including a set of proposed 'Year 2 Developments' which included delivering the Arts Council funded 'ForgingLincs' project and implement revised District Mobile Library routes.

The Committee has continued to have input into the future of the Heritage Service and formed a Working Group to explore potential future options of reducing the costs of the Heritage Service, whilst improving and enhancing its public offer and becoming financially self-sustainable. The Committee endorsed the need for officers to focus on the offer the County Council wanted to make and what the service would look like before considering what the best delivery model would be. The Committee expects further updates on the Heritage Service later in 2018.

The Committee has also scrutinised the progress made against the Retained Duty System (RDS) improvement action plan; following on from a report presented in November 2016 on the RDS Improvement Strategy. The Committee paid particular attention to how Fire and Rescue could get across the message to larger employers of the benefits of releasing staff to become retained fire fighters and received reassurance that Fire and Rescue continues to be a priority service area.

The Committee continues to consider the Lincolnshire Road Safety Partnership (LRSP) Annual Report which provided the committee with the opportunity to review detailed information on the fatal, and killed and serious injury (KSI) casualty figures for Lincolnshire. The report also provided data on trends, comparisons and areas of priority for the Road Safety Partnership moving into 2018. The Committee continues to endorse the work of the Road Safety Partnership and requested to continue to review this information on an annual basis.

The Fire and Rescue Fire Peer Challenge has also been an area of review following a Local Government Association and National Fire Chiefs Council Fire Peer Challenge in September 2017. Feedback from the Peer Challenge was generally positive and the Committee considered the development of an action plan to address the 'areas for consideration' identified in the report. The action plan will be presented to the Committee later in 2018 for review.

Sitting as the Crime and Disorder Scrutiny Committee the Committee has reviewed information on the delivery of Assisting Rehabilitation through Collaboration (ARC), and how it is reducing offending by the most prolific offenders in Lincolnshire through the use of a multi-agency approach. The Committee endorsed the excellent progress made by the scheme to reduce offending throughout the county.

Looking ahead, the Committee plans to consider the Integrated Communities Strategy Green Paper consultation, published by the government in March 2018, and provide feedback as part of this consultation. In addition, the Committee will consider the Fire and Rescue Wellbeing Strategy developed to promote health and wellbeing within the Fire and Rescue workforce.

The Safer Lincolnshire Partnership Priority areas will be considered as part of the Crime and Disorder Scrutiny Committee role. The work being undertaken Supporting Volunteers will also be a key area of consideration later in 2018.

## SCRUTINY PANELS

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**Chairman of Scrutiny  
Panel A**

**Councillor Mrs Jackie  
Brockway**



**Vice-Chairman of  
Scrutiny Panel A**

**Councillor Sarah  
Dodds**



**Chairman of Scrutiny  
Panel B**

**Councillor Mrs Angela  
Newton**



**Vice-Chairman of  
Scrutiny Panel B**

**Councillor Stephen  
Kirk**

In July 2017, the Overview and Scrutiny Management Board agreed the first topics for the two Scrutiny Panels.

Scrutiny Panel A, chaired by Councillor Mrs Jackie Brockway, was tasked with looking at the impact of current IT provision on council working practices with particular reference to the potential for enhancing roles by means of updated IT provision. From the outset of the review it became apparent that certain building blocks needed to be in place before consideration of future technologies could be properly considered. Whilst the emphasis of the review was on future IT provision, it was not possible to separate past and present circumstances from future plans.

In March 2018, the Board decided that a six-month scrutiny review did not allow sufficient opportunity to delve into the detail of the topic and that a greater contribution could be realised through a more in-depth study within a working group setting. As a result, the Board agreed to establish a working group to continue the work undertaken by Scrutiny Panel A. The Board will receive the outcomes from the working group at a future meeting.

Scrutiny Panel B, chaired by Councillor Mrs Angela Newton, was tasked with looking at the impact of the change in the Street Lighting Policy to turn street lights off in certain areas between midnight and 6am. The review considered topics including the environment, road collisions, crime rates, fears about safety and crime, emergency services, health and public health services, the impact on businesses and the night time economy. A key aim of the review was to ensure that the Council's Street Light Policy in relation to part night lighting was being managed to minimise any adverse impact on the communities in Lincolnshire affected by the changes.

From the start of the review, Scrutiny Panel B agreed that a key priority was to engage and listen directly to the people who live and work in Lincolnshire. A survey was developed to invite views from members of the public and was promoted via County News at the end of November 2017. The survey attracted in excess of 5,000 responses. The Scrutiny Panel also heard a range of evidence in order to form a

better understanding of the matters relating to part night street lighting. A final report setting out the Scrutiny Panel's findings and five recommendations was considered by the Board in April 2018 where it was approved (*subject to approval at the April meeting*) for submission to the Executive for its consideration and response. The Board will receive the Executive's response at a future meeting and then monitor the implementation of the recommendations which are accepted by the Executive.

In March 2018, the Overview and Scrutiny Management Board agreed that the next topics for the Scrutiny Panels would be Roundabout Sponsorship and Transitions.

The scrutiny review on Roundabout Sponsorship will focus on reviewing the current 'Sponsorship of Highway Planting' policy. The current policy dealing with the sponsorship of roundabouts (HAT 63/1/10) has been in existence since 1996. It is proposed that the scrutiny review will consider and develop the policy to enable effective management of roundabout sponsorship in Lincolnshire.

The scrutiny review on Transitions will focus on young people as they transition from Children's Services to Adult Services, in relation to SEND (Special Education Needs and Disability) including Learning Disability and Autism, and Looked After Children. As part of the review, there will be engagement with young people and their carers, as well as consideration of services in other local authority areas and best practice. In relation to Looked after Children, the scrutiny review will also take account of the implications of the Children and Social Work Act 2017, which increases the age of eligibility for support for care leavers, from the age of 21 to 25.

## SUB GROUPS

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### Corporate Parenting Sub Group



**Chairman**

**Councillor  
David Brailsford**



**Vice-Chairman**

**Councillor Clio  
Perraton-Williams**

The Corporate Parenting Sub Group is an internal meeting which meets on a quarterly basis and reports into the Children and Young People Scrutiny Committee. Its role is to scrutinise and monitor services provided for Looked After Children and Care Leavers. This includes receiving regular reports on fostering, adoption, residential homes, health and education relating to Looked After Children and Care Leavers, and the leaving care service provided by Barnardo's. The Sub Group was pleased to learn that this year there was 20 care leavers who were now attending university. The Sub Group also considers quarterly updates regarding Visiting Members and their visits to residential homes and the work of the V4C (Voices for Choices), which is Lincolnshire's Children in Care Council, from the V4C representative on the Sub Group.

Over the past year, the Corporate Parenting Sub Group has contributed to the development of the refreshed *Corporate Parenting Strategy* and the *Looked After Children and Care Leaver Strategy*. The Sub Group established a working group to provide councillor input into the draft strategies. The *Corporate Parenting Strategy* provides direction and focus for the Council's work, and guides the Council as to how Looked After Children and Care Leavers in will be supported and championed. The *Looked After Children and Care Leavers Strategy* sets out Lincolnshire's ambitions for Looked After Children and Care Leavers in Lincolnshire over the next three years. Both strategies will now be considered by the Children and Young People Scrutiny Committee in June 2018 before the *Corporate Parenting Strategy* is approved by the County Council in September 2018 and the *Looked After Children and Care Leaver Strategy* is approved by the Executive in July 2018.

Members of the Corporate Parenting Sub Group regularly attend events with Looked After Children and Care Leavers. This includes attending the BIG Conversation 14 and 15 events in October 2017 and February 2018 to work with Looked After Children and Care Leavers on different issues. In addition, the FAB! Awards held in July 2017, which celebrate the achievements of Looked After Children and Care Leavers, were attended by several members of the Corporate Parenting Sub Group. The Sub Group is also keen to have councillor representation at all V4C meetings to input into their discussions and hear about any issues which are raised, and as a result the members of the Sub Group are invited to attend all the meetings of the V4C.

Going forward, the Corporate Parenting Sub Group will continue with its activities across all the areas outlined above.

## Lincolnshire Safeguarding Boards Scrutiny Sub Group



### **Chairman**

**Councillor Sarah  
Dodds**



### **Vice-Chairman**

**Councillor Robert  
Foulkes**

The Lincolnshire Safeguarding Boards Scrutiny Sub Group is an internal meeting which meets on a quarterly basis. Its role is to scrutinise and monitor the Lincolnshire Safeguarding Children Board (LSCB) and the Lincolnshire Safeguarding Adults Board (LSAB).

At each meeting there is a general update report from both the LSCB and LSAB. In addition, a member of the Sub Group regularly attends each meeting of the LSCB and LSAB as an observer. Both the general update report and the attendance of a Sub Group member enables the Sub Group to confirm that the agencies and organisations represented on each board are working well together.

The LSCB is responsible for serious case reviews and the LSAB is responsible for safeguarding adult reviews. In every instance final reports are brought to the Sub Group, and the Sub Group seeks reassurance that both the LSCB and the LSAB are taking forward any required actions and recommendations.

Going forward, the Sub Group will monitor the outcomes and impact from the Wood Review of Local Safeguarding Children Boards in 2016, which has led to a number of changes being enacted through the Children and Social Work Act 2017. The Sub Group has been reassured that the Lincolnshire Safeguarding Children Board and structure would remain largely unchanged due to the strong partnerships with agencies already being in place.

The Sub Group has also considered the outcomes of a thematic review of financial exploitation relating to 39 individuals in a Lincolnshire town. The report made five recommendations overall, and in addition to the individual agencies making further recommendations. The Sub Group will continue to monitor the implementation of these recommendations.

## Contact Us

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If you have any questions regarding the overview and scrutiny process, or any of the work we have undertaken then please get in touch with one of the officers listed below.

### **Nigel West**

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- Children and Young People Scrutiny Committee
- Corporate Parenting Sub Group

### **Simon Evans**

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- Lincolnshire Safeguarding Boards Scrutiny Sub Group

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- Flood and Water Management Scrutiny Committee
- Highways and Transport Scrutiny Committee
- Public Protection and Communities Scrutiny Committee

Or write to us at The Scrutiny Team, Lincolnshire County Council, Room 5, County Offices, Lincoln, LN1 1YL

**General Email:** [Scrutiny@lincolnshire.gov.uk](mailto:Scrutiny@lincolnshire.gov.uk)

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<b>Open Report on behalf of David Coleman, Monitoring Officer</b>	
Report to:	<b>County Council</b>
Date:	<b>11 May 2018</b>
Subject:	<b>Monitoring Officer's Annual Report 2017-18</b>
<b>Summary:</b> <p>This Report attaches a brief Annual Report to the Council on a number of governance matters covering the year 2017/18. These relate to the statutory role of the Monitoring Officer and a number of related but separate Senior Responsible Officer roles.</p> <p>The Council is invited to receive the report. The Monitoring Officer will be pleased to discuss any part of the report with councillors individually.</p>	
<b>Recommendation(s):</b> <p>The Council receives the report.</p>	

## 1. Background

The law requires the County Council to designate one of its senior officers as the Monitoring Officer. Richard Wills, the Executive Director for Environment & Economy, was designated by the Council in February 2014 and commenced his duties on 1 April 2014. On 1 March 2018 the Council designated David Coleman (Chief Legal Officer) as the Monitoring Officer following the designation of Richard Wills as Head of Paid service. The year covered by this Report therefore covers the period of office of two Monitoring Officers.

Under the law and Constitution of this Council, the Monitoring Officer's duties include:

- Maintaining the Council's Constitution;
- Ensuring the Council operate within the law;
- Reporting to relevant people findings of maladministration by the Local Government Ombudsman;
- Promoting and maintaining high standards of conduct within the Council;
- Ensuring that councillors maintain a register of their interests; and that officers declare interests;

In addition the Monitoring Officer acts as:-

- Senior Responsible Person in relation to the operation of the Regulation of Investigatory Powers Act 2000; and
- The Responsible Person for the Council's Confidential Reporting Code.

This Report also covers the responsibilities of the Executive Director for Environment and Economy as the Senior Information Risk Owner (SIRO), a role that aims to assure that data, especially personal data, held by the Council is protected.

## **2. Conclusion**

The Monitoring Officer has prepared an annual report that gathers into one place all the issues that he has to report to councillors together with some relating to other responsible officer roles related to the Council's overall governance. This provides a means to enable councillors to satisfy themselves that the Council is complying with the law and have sight of any issues that should be brought to their attention.

In 2017-18, there were no occasions where the Monitoring Officer had to write a report warning the Council that it might infringe the law. There were no formal hearings for breaches of the Councillor's Code of Conduct. There were 11 findings of maladministration by the Local Government Ombudsman.

The Annual Report, attached as Appendix A, contains other detailed information.

### **3. Legal Comments:**

The Report informs the Council of activities falling within the remit of the Monitoring Officer in the Year 2017/18

### **4. Resource Comments:**

There are no financial implications arising as a result of the acceptance of the recommendation in this report.

## **5. Consultation**

### **a) Has Local Member Been Consulted?**

n/a

### **b) Has Executive Councillor Been Consulted?**

n/a

### **c) Scrutiny Comments**

n/a

### **d) Policy Proofing Actions Required**

n/a

## **6. Appendices**

These are listed below and attached at the back of the report	
Appendix A	Monitoring Officer's Annual Report 2017-18

## **7. Background Papers**

The following background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

Background Paper	Where it can be viewed
Report to Council dated 19 May 2017 "Monitoring Officer's Annual Report 2016-2017"	Democratic Services

This report was written by David Coleman, Chief Legal Officer and Monitoring Officer who can be contacted on 01522 552134 or david.coleman@lincolnshire.gov.uk.

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# **Monitoring Officer's Annual Report 2017-18**

## **Introduction**

This is the Annual Report of the Monitoring Officer covering the period since the Council's Annual Meeting in May 2017.

At that time and up until 28 February 2018 the Council's designated Monitoring Officer was Richard Wills, Executive Director for Environment and Economy. With effect from 1 March 2018 David Coleman, Chief Legal Officer was designated as the Monitoring Officer.

## **Role of the Monitoring Officer**

The law requires the County Council to designate one of its senior officers as the Monitoring Officer.

The Monitoring Officer

- maintains an up-to-date version of the Constitution and ensures that it is widely available for consultation by Councillors, Officers and the public.
- ensures that the County Council acts and operates within the law, advising on whether decisions of the Executive are lawful and in accordance with the Budget and Policy Framework.
- is required to report to the full Council or to the Executive if he or she considers that any proposal, decision or omission would give rise to unlawfulness. Such a report would have the effect of stopping the proposal or decision being implemented until the report has been considered.
- reports to the Executive or full Council where the Local Government Ombudsman issues a Public Report in respect of maladministration or a failure to provide services or a failure in any services provided, under section 31 of the Local Government Act 1974.
- Helps to promote and maintain high standards of conduct by Council members, officers, partners and contractors.
- When required processes complaints about alleged breaches of the code of conduct in accordance with the local arrangements and work with the Audit Committee to deal with breaches and to achieve high standards.
- ensures that the register of councillors' disclosable pecuniary interests is being maintained and considers applications in relating to the granting of dispensations.

## **Other Proper Officer roles**

In addition to the above strictly Monitoring Officer roles this Report also covers other roles related to the Council's wider governance that do not necessarily result from the statutory functions of the Monitoring Officer. In particular, the roles of:-

- Senior Responsible Officer in respect of the Regulation of Investigatory Powers Act and reporting on Covert Surveillance;
- Responsible Officer for the Council's Whistle Blowing Policy (Confidential Reporting Code) ensuring that the Audit Committee receives an Annual Report from the Head of Corporate Audit.
- Senior Information Risk Owner (SIRO), with overall accountability and responsibility for information risk within the Council and shared risks with delivery partners and third party suppliers. This includes leading and fostering a culture that values, protects and uses information for the public good.

This Report covers all of these various responsibilities.

## **Statutory Monitoring Officer Reports**

There were no occasions where the Monitoring Officer had reason to believe that there was a likelihood that the Council was about to take a decision that would be unlawful or give rise to maladministration. Consequently, no reports have been issued to the council under Section 5(2) of the Local Government and Housing Act (1989).

## **Local Government Ombudsman's findings of maladministration**

In 2017-18 there were 49 referrals to the Local Government Ombudsman, down from 50 in 2017/18. Of these:

- 25 (up from 17) were considered by the LGO to be premature, not relevant to LCC or out of the Ombudsman's jurisdiction;
- 7 no fault was found by the LGO
- 6 are ongoing
- 11 (up from 8) cases of maladministration were found

Of the cases of maladministration, two resulted in a Public Report under section 31 of the Local Government Act 1974.

Annex 1 contains brief details of the decisions of maladministration published by the Ombudsman in 2017/18 including those that were the subject of a public report.

The Ombudsman publishes all of its decision notices on its website in anonymised form whether or not a finding is made against the Council.

## **Senior Information Risk Owner (SIRO)**

In 2017-18 there were 210 security incidents recorded and investigated by the Council. This includes actual and suspected incidents, near misses, security weaknesses, and incidents where the root cause was the responsibility of a third party. Of these 158 were identified as actual incidents involving Council information or systems, 84% of which were deemed to have had a negligible impact on the council and/or third parties. None of the reported incidents were subject to onward reporting to the Information Commissioners Officer (ICO).

On the 25<sup>th</sup> May 2018 the General Data Protection Regulation (GDPR) comes into force in the UK. The regulation places a new obligation on organisations to report personal data breaches to the ICO if they meet a specific threshold. It is therefore expected that onward reporting to the ICO will increase significantly over the coming year.

Preparations for the wider implications of GDPR continue and significant progress has been made in developing a corporate framework that demonstrates an approach aligned with the new regulation. There is still considerable work to do as we resolve identified gaps, and improve and mature our approach, but we are in a reasonable position and can evidence activity that demonstrates the council is making proportional and balanced efforts to meet its obligations.

## **Standards**

### *Councillors' Code of Conduct*

In 2017-18 there have been a number of informal and formal complaints that councillors had allegedly breached the Code of Conduct. In most cases it was found that the complaint did not fall within the Code of Conduct scheme. The number of complaints of perceived harassment and poor interpersonal relationships between councillors, which are matters for relevant Group Leaders to resolve, has diminished. One could speculate that this may be the result of adding the criterion of "Respect" to the Council's Code of Conduct. The Chief Whip, Cllr Jackie Brockway, has also sought to resolve more matters informally.

There have been no formal hearings under the Councillors' Code of Conduct scheme.

The Council appoints Independent persons to assist it in determining any outcomes of an investigation. The Independent Persons are Alan Pickering and Christopher Riley. They have been consulted informally on a number of occasions but they have not been required to act in their formal capacity at any hearing.

### *Register of Councillors' disclosable pecuniary interests*

All Councillors had made entries on their register of disclosable pecuniary interests. A number of councillors amended their entries during the year as their circumstances changed.

### *Register of Officers' Interests*

Managers continue to ensure that officers are aware of their obligations in respect of the Register of Officers' Interests. The register is maintained by the Democratic Services team and is regularly reviewed.

## **Regulation of Investigatory Powers Act (RIPA)**

Trading Standards were the only department to use covert surveillance during 2017-18. In total 8 operations were approved:

- 7 Directed Surveillance operations
- 8 Covert Human Intelligence Sources (CHIS) operations.

All of these authorisations were subject to judicial approval.

There has been no live inspection since the one reported in 2017 and none is currently scheduled as the Council completed a satisfactory paper submission on its current use of RIPA to the Office of the Surveillance Commissioner earlier in 2018.

## **Whistleblowing**

The administration of the Confidential Reporting Policy is undertaken by Internal Audit. The last report was submitted to the Audit Committee in November 2017 covering whistleblowing activity in the year 2016/17.

The number of whistleblowing concerns raised has remained consistent with previous years – although the sharp rise in the number of potential fraud cases was noted.

The continued high levels of disclosures made through the reporting line provides the assurance that the Council's arrangements remain effective and whistleblowers continue to have confidence in the facility.



## **ANNEX 1**

### **PUBLISHED FINDINGS OF MALADMINISTRATION BY THE LOCAL GOVERNMENT OMBUDSMAN**

#### *Public Reports*

- 1) The Council was at fault when it allowed Mrs A's placement in residential care to continue for 10 months and placed Mrs A in a dementia unit. Further, the Council was at fault for failing to act in line with the Care Act 2014 by not revising Mrs A's care and support plan when circumstances changed. The fault meant Mr and Mrs A could not live together as a married couple for 10 months. This caused avoidable distress and Mr A incurred daily travel expenses in visiting his wife.

This case was considered by full Council on 15 September 2017. The Ombudsman's findings and recommendations were accepted and have been acted on.

- 2) The Council did not act in line with the Care Act 2014 or the guidance when it responded to Ms B's request for assistance in support for Mr C. The Council failed to:
  - offer a care home within Mr C's personal budget;
  - pay the full fee the care home charged when no care home within the personal budget was identified;
  - explain a person's rights and the Council's duties under the Care Act;
  - offer Mr C a personal budget;
  - offer the option to pay the top-up fee to the Council;
  - intervene when Mr C was threatened with eviction from the care home; and
  - properly address the threatening and intimidating language used by the care home.

This case was considered by the Executive on 6 March 2018 following consideration by Adults and Community Wellbeing Scrutiny Committee. The Ombudsman's findings were accepted. The Ombudsman's recommendations for compensating the complainants were accepted and have been acted on. The Ombudsman's wider recommendations concerning its payment processes for third party contributions is the subject of a wider review and will be the subject of a further decision.

#### *Other Decisions*

- 1) The Council did not deal properly with Mr S's application to waive his wife's assessed charge for care services. The Council needs to reconsider his application. It also needs to make sure it keeps records of Panel decisions and the reasons for them, and communicates the reasons to applicants.

- 2) Ms A complained about delays in transferring within and discharge from hospital and a care home. She said the delays were because of unresolved funding issues and arranging a care package. The Ombudsmen found fault and that Ms A suffered distress and uncertainty. Ms A also complained about occupational therapy assessments which she said prevented her return home. The Ombudsmen found no evidence of fault in the assessments.
- 3) There was delay by the Council in assessing Mr C's adult social care needs. The Council could not provide directly commissioned care within an appropriate time. Mr B therefore felt obliged to enter into a direct payment arrangement to ensure the care was in place. To remedy the injustice to Mr B the Council agreed to pay him £500.
- 4) The Council offered to re-assess Mr Y for minor adaptations once it became aware that his DFG application was not progressing and some of his needs were unmet. There was no fault in the approach taken. However the Council delayed in responding to Mr Y's complaint and used a multiple stage complaint procedure. This fault caused time and trouble which the Council agreed to remedy with a payment of £100 and some procedural changes.
- 5) The Council was not at fault for not providing the therapies set out in C's SEN statement between October 2015 and September 2016. C had a place at a school which should have been able to deliver the therapies, but Mr and Mrs B refused to send him there. The Council was at fault, however, for failing to meet the terms of C's statement when he returned to school in September 2016, and for most of the 2016/17 school year. The Council agreed to pay Mr and Mrs B £1000 to be used for C's educational benefit. This remedied C's injustice.
- 6) There was some fault with the Council's actions following a school admission appeal hearing for Mr A and Ms B's son. The Council agreed to apologise for the injustice caused.
- 7) Ms X complained that the Council failed to properly consider her request for her son, Y, to start Reception in School A, a year later than usual. The Ombudsman found fault in how the Council made its decision. He recommended the Council provide an apology, consider the request again and reviews its procedures.
- 8) The Council failed to properly manage the transfer of an SEN statement to an EHC plan. There was substantial delay in dealing with the transfer. The delay caused injustice to the complainant and her family.
- 9) The Council was guilty of delay in carrying out its calculation of Mr B's mother's disability related expenditure to reflect the receipts provided and of failing to tell Mr B's mother about the implications of a change in policy. The Council has amended its calculation of Mr B's mother's disability related expenditure and an apology was a satisfactory remedy for the delay and for failing to tell Mr B's mother about the implications of the change in policy.

**Open Report on behalf of Richard Wills, Executive Director for Environment and Economy**

Report to:	<b>County Council</b>
Date:	<b>11 May 2018</b>
Subject:	<b>2018-2023 Draft Engagement Strategy</b>

**Summary:**

This report presents a draft strategy that outlines plans for how Lincolnshire County Council will engage over the next five years. It has been created following a workshop with 16 councillors and feedback from them. It has also been informed by the Community Engagement Team's experience of providing engagement advice and working with communities for many years. It includes aims, objectives, commitments and an action plan to ensure it provides context and influences real change. It was approved for presentation to Council by the Executive at their meeting on 4 April 2018.

**Recommendation(s):**

That the County Council:-

- 1) Approve the draft Engagement Strategy attached at Appendix A for adoption as part of the Council's Policy Framework
- 2) Specifically support an amendment to the Community Engagement Policy to reflect the statement within the Strategy that all teams carrying out engagement activity and consultation must approach the Community Engagement Team.

**1. Background**

An Engagement Strategy was produced in 2013, which summarised how communities would be able to participate in County Council business and influence decision making. This document is now due to be reviewed and refreshed.

Following conversations and learning from previous projects, it was suggested that a workshop be held to allow councillors an opportunity to inform the development of a revised strategy. The workshop was held on 9 January 2018 with 16 councillors and two officers in attendance. What engagement is, priorities, recommendations and ideas were discussed at the two-hour session and the feedback received, along with input from members of the public and experiences from officers who work with them, formed the basis of an initial draft. This draft was sent to 18 councillors who had expressed an interest in the document and comments were invited. The comments received led to the re-shaping of the

strategy, and it is this draft (attached at Appendix A) that is being presented to the County Council, following comments from Public Protection and Communities Scrutiny and a recommendation from Executive for its approval.

The document is more informal than previous strategies to reflect what engagement is and how we want to engage with people who live in, work in and visit the county. It maintains links with the Council's business plan and the Community Engagement Team's service area commissioning plans. It also makes connections to around 15 other strategies, policies, pieces of legislation and initiatives to ensure it is nationally and locally relevant.

It contains the following clear commitments ('you' refers to the public and 'we' refers to officers and elected members of the County Council):

- We will involve you when making significant changes to your services – this will usually be directly with you and can be done in a number of different ways. Sometimes we will also work with other organisations that represent you, such as supporting organisations, advocates, town or parish councils, networks and forums
- We will work within the law and regulations set out by courts and [Government](#), with specific reference in this context to our [equalities](#) duties, [consultation](#) and using your [personal information](#)
- We will share our knowledge and expertise through training, advice and support to councillors, council staff and volunteers so engagement is as good as we can make it
- We, including the Community Engagement Team, will participate in project work that helps communities come together, celebrate achievements and enhance your sense of belonging and value
- We will also share and/or [transfer resources](#), ideas, [funding information](#) and facilities so you can do things for yourselves if you wish to
- We will keep you informed so you know what is happening, how it will affect you and how you can be [involved](#). When you've taken time to give us feedback we will feedback to you in a clear way, for example using a 'you said, we did' approach to check our understanding and so you know what action has been taken or have an explanation as to why something hasn't happened
- The Community Engagement Team and equalities champions throughout the Council will promote and encourage the use of [formats](#) and methods that make sure people are included, regardless of age, ability or ethnicity for example. We'll aim to resolve any queries or [complaints](#) as efficiently and fully as possible and within the guidelines set out so you know what to expect
- Communication is key to any relationship, so we will always try to be clear, concise and approachable.

The Community Engagement Policy is part of the Policy Framework. The full Council is therefore asked to approve the draft Strategy at Appendix A for adoption as part of the Policy Framework.

## **2. Legal Issues:**

### Equality Act 2010

Under section 149 of the Equality Act 2010, the Council must, in the exercise of its functions, have due regard to the need to:

- \* Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act
- \* Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- \* Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The relevant protected characteristics are age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; and sexual orientation

Having due regard to the need to advance equality of opportunity involves having due regard, in particular, to the need to:

- \* Remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic
- \* Take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it
- \* Encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low

The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities

Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to tackle prejudice, and promote understanding

Compliance with the duties in section 149 may involve treating some persons more favourably than others

The duty cannot be delegated and must be discharged by the decision-maker. To discharge the statutory duty the decision-maker must analyse all the relevant material with the specific statutory obligations in mind. If a risk of adverse impact is identified consideration must be given to measures to avoid that impact as part of the decision making process

An Equality Impact Analysis has been carried out to ensure all protected characteristics have been considered. The EIA is attached at Appendix B to this Report. Potential impacts were identified which could affect some age groups, people with disabilities and those from different racial groups who do not confidently speak or understand English. Rural residents and prisoners are also highlighted as groups that might require additional support if engagement was carried out with them. The strategy already addresses issues raised by providing different methods of engagement to suit different needs, for example Appreciative Inquiry is inclusive of people with all needs and avoiding reliance solely on an online survey for those affected by slower broadband speeds.

#### Joint Strategic Needs Analysis (JSNA) and the Joint Health and Wellbeing Strategy (JHWS)

The Council must have regard to the Joint Strategic Needs Assessment (JSNA) and the Joint Health & Well Being Strategy (JHWS) in coming to a decision

Adoption and implementation of the Strategy should improve engagement with the people of Lincolnshire thereby improving understanding of their needs and issues and enabling services to be better attuned to meeting those needs and ensuring health and wellbeing.

#### Crime and Disorder

Under section 17 of the Crime and Disorder Act 1998, the Council must exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent crime and disorder in its area (including anti-social and other behaviour adversely affecting the local environment), the misuse of drugs, alcohol and other substances in its area and re-offending in its area

Section 17 matters have been taken into account and the Engagement Strategy is not considered to have any direct implications.

### **3. Conclusion**

The Engagement Strategy has been co-produced to ensure it is relevant, up to date and inclusive. It makes connections to other policies and strategies, both national and local. It has an action plan, which will deliver enhanced engagement with local people and, as such, is considered to be fit for purpose.

Council is asked to approve the Strategy for adoption as part of the Policy Framework.

#### **4. Legal Comments:**

The Council has the power to adopt the Strategy proposed.

As the Community Engagement Strategy is part of the Policy Framework its approval is a decision for the full Council on the recommendation of the Executive.

#### **5. Resource Comments:**

Accepting the recommendations within this report to approve the engagement strategy and action plan should have no material impact on the Council's budget.

#### **6. Consultation**

##### **a) Has Local Member Been Consulted?**

n/a

##### **b) Has Executive Councillor Been Consulted?**

Yes

##### **c) Scrutiny Comments**

Comments incorporated in report to Executive.

##### **d) Have Risks and Impact Analysis been carried out??**

Yes

##### **e) Risks and Impact Analysis**

Potential impacts on groups and individuals who might be affected were highlighted and mitigated against. The Strategy includes reference to, and the use of, different engagement methods that are inclusive of those who could be negatively impacted.

#### **7. Appendices**

These are listed below and attached at the back of the report	
Appendix A	2018-2023 Draft Engagement Strategy
Appendix B	EIA for 2018-2023 Draft Engagement Strategy v0.1

## 8. Background Papers

The following Background Papers within the meaning of section 100D of the Local Government Act 1972 were used in the preparation of this Report

Background Paper	Where it can be viewed
Community Engagement Strategy Report to Executive 4 April 2018	Democratic Services

This report was written by Sarah Moody, who can be contacted on 01522 552539 or [sarah.moody@lincolnshire.gov.uk](mailto:sarah.moody@lincolnshire.gov.uk).



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example Imp

# Engagement Strategy

*This document explains how we, the County Council, will engage with the people of Lincolnshire, what we'll do and why we'd like to do it. The strategy is the result of conversations about what engagement means so it includes a series of commitments to you, as we embark on what we would like to be a positive relationship (cover page to be formatted with font and locally relevant image/collage).*

## The Introduction

As the Community Engagement Team talked to people about what should be in this strategy, the recurring theme was about making a commitment to one another, so this document is our proposal to you, the people who live in, work in and visit Lincolnshire!

The Council has a Community Engagement Team that provides [advice and support](#) on the best ways to reach people. Before any of our staff begin planning how they will engage you, they will have spoken to the team. Engaging with you refers to any interaction that you have with the County Council. When delivered well, engagement demonstrates our commitment to making the whole experience of dealing with us as easy as possible and can help to build relationships. It is important to offer different ways of keeping in touch with each other. You can engage in a number of ways, including contact with the [Customer Service Centre](#), filling in an online form, submitting a [petition](#), responding to a survey we've sent about developing services or talking something through with your local councillor.

As you can imagine, there are quite a few strategies, policies, procedures, guidelines, rules and laws that we work with every day. Some are national and others are quite unique to Lincolnshire. We've made links to some of these things throughout this document.

References to 'you' throughout the strategy mean members of the public, community and business leaders; people who live in, work in or visit Lincolnshire. 'We' refers to the County Council, of which the Community Engagement Team is a part.

## Aims and objectives – the proposal

The Community Engagement Team is part of the Community Resilience and Assets Service. As such, the team will work towards the service's aims to ensure:

- You are informed and engaged
- You can do things for yourselves
- Resources are transferred to you so you can take action
- Assets are protected and celebrated
- You have a strong 'sense of place'



It's really important that you have the chance to have a say on local issues, whether it's something we're asking for your views on or something you want to tell or ask us about. There are all sorts of different ways to engage from a simple conversation over the telephone to focus groups and a Facebook post to attending community events. We can't always give you lots of ways to engage with us because we have limited resources, but we'll always try to offer more than one method so people can find something that suits them and you can sign up to our [Engagement Database](#) to receive information about relevant opportunities.



Councillors have many different roles and are also known as elected members, the front door to the council, the face of the council and so on. They are your representatives and could be your greatest ally. You can [contact them](#), by telephone, e-mail, via social media, post and even meet them in person and they will work with you and council staff to help resolve any issue you have. They can make contact with the right officer inside the Council and find out information if they don't have it to hand. Staff within the Council will work with our councillors and other organisations, such as those in the voluntary & community sector, town and parish councils, other public sector services, the private sector and others who wish to engage with local people, to make it as easy as possible for everyone to contact and respond to the County Council.



We'd like to be bold and say that by 2023 we want to not only get better at engaging with you, but do the best job that we can when it comes to engaging with each other. So if we ask you what you think about how well we engage, at least 95% of you would say we do it well. We can't promise to always say 'yes'. Some resources are limited which means sometimes we will only be able to deliver a 'statutory service'. This means not all

conversations we have will be easy, particularly when we have to make difficult decisions or when you tell us we got something wrong. We will, however, do our best. We'll talk to you about your needs, concerns, frustrations and desires and listen to what you tell us, then feedback to you so all parties can check that we've understood correctly.

### **Our commitment to you**

- We will involve you when making significant changes to your services – this will usually be directly with you and can be done in a number of different ways. Sometimes we will also work with other organisations that represent you, such as supporting organisations, advocates, town or parish councils, networks and forums
- We will work within the law and regulations set out by courts and [Government](#), with specific reference in this context to our [equalities](#) duties, [consultation](#) and using your [personal information](#)
- We will share our knowledge and expertise through training, advice and support to councillors, council staff and volunteers so engagement is as good as we can make it
- We, including the Community Engagement Team, will participate in project work that helps communities come together, celebrate achievements and enhance your sense of belonging and value
- We will also share and/or [transfer resources](#), ideas, [funding information](#) and facilities so you can do things for yourselves if you wish to
- We will keep you informed so you know what is happening, how it will affect you and how you can be [involved](#). When you've taken time to give us feedback we will feedback to you in a clear way, for example using a 'you said, we did' approach to check our understanding and so you know what action has been taken or have an explanation as to why something hasn't happened
- The Community Engagement Team and equalities champions throughout the Council will promote and encourage the use of [formats](#) and methods that make sure people are included, regardless of age, ability or ethnicity for example. We'll aim to resolve any queries or [complaints](#) as efficiently and fully as possible and within the guidelines set out so you know what to expect
- Communication is key to any relationship, so we will always try to be clear, concise and approachable.

## Appendices (the extra information you might want) - How will we meet our Aims and Objectives? Let's get on with it...

There's more detail about exactly what the Community Engagement Team and other teams within the Council, will do and what the main benefits will be in the Community Resilience and Assets Commissioning Strategy and action plan, but this table summarises our main activities:

What we'll do	Why we're doing it: So that...	Who will do it	What we'll need to do it	When we'll start	How we'll report progress/next steps
<b>Deliver training and share good practice to help others engage well</b>	Engagement is as good as it can be; Staff and volunteers feel more confident, skilled and supported	Community Engagement Team; Community networks	Trainers; Venues; Promotion; Training packs	Already underway	Throughout life of strategy; Evaluate each course
<b>Work with councillors to enhance engagement</b>	Engagement is as good as it can be; you can inform decision making	Community Engagement Team; Council service areas	Workshop-style sessions; Good working relationships	July 2018	Throughout life of strategy
<b>Work with parish/town councils and their urban equivalents</b>	Those who represent you can do so more easily; you can inform decision making	Community Engagement Team; Council service areas, particularly Highways	Workshop-style sessions; Good working relationships with named contacts	Already underway	Throughout life of strategy; Annual updates until June 2023; Mid-term review Sept 2021
<b>Work with partner organisations to make sure engagement and customer service is as inclusive as can be</b>	Those who represent you can do so more easily; You can inform decision making; Work well together	Community Engagement Team; Council service areas Partner and representative organisations	Workshop-style sessions; Good working relationships with named contacts	Already underway	Throughout life of strategy; Annual updates until June 2023; Mid-term review Sept 2021
<b>Continue to support engagement</b>	Those whose voices aren't always heard	Community Engagement;	Staff to attend/facilitate;	Already underway with established	Throughout life of Strategy;

What we'll do	Why we're doing it: So that...	Who will do it	What we'll need to do it	When we'll start	How we'll report progress/next steps
<b>activities with specific groups</b>	have a direct route in to the Council	Children's Services; Adult Services (depending on audience)	Venues to meet; Good working relationships	partners	Annual updates until June 2023
<b>Provide information on <a href="#">funding opportunities</a></b>	Enhance access to resources, resilience and sustainability; Support each other	Community Engagement Team;	Funding portal; Training; Networks	Already underway	Throughout life of strategy; Annual updates until June 2023; Review Sept 2021
<b>Support the <a href="#">transfer of community resources</a> where appropriate, for example Bourne Town Hall</b>	Enhance access to resources; Increase community action and resilience	Community Engagement Team; Council service areas, such as property and Legal Services	Training; Good working relationships; Funding; Legal advice	June 2018	Mid-term review Sept 2021
<b>Support <a href="#">volunteers</a></b>	Their role and community resilience is enhanced; Support each other	Community Engagement Team; Council service areas, such as Heritage	Robust policies; Training; Networks; People and time	LCC Strategy review June 2018	Review again June 2021
<b>Participate in, support and lead appropriate projects, for example Join the Dots</b>	Community resilience and learning is enhanced eg sharing expertise	Community Engagement Team; Partner organisations	Good working relationships; Funding; People and time	Already underway	Review March 2019
<b>Routinely provide feedback</b>	You're informed of what's happening and more likely to engage with us again	Community Engagement Team; Council service areas	A feedback loop; You said we did template; Means to share	July 2018	Annual updates until June 2023

What we'll do	Why we're doing it: So that...	Who will do it	What we'll need to do it	When we'll start	How we'll report progress/next steps
<b>Recognise and celebrate achievements</b>	You know that you are valued and belong/ have meaningful connections to your community; Support each other	Community Engagement Team; Corporate Communications; Voluntary and other public sector partner organisations	Awards and events; Funding; People and venues; Promotional messages	Already Underway	Annual updates until June 2023
<b>Carry out an audit of community engagement</b>	Check how the Community Engagement Team and <a href="#">Policy</a> are doing; Review and build on our strengths; Learn lessons to improve further	Community Engagement Team; Scrutiny Committee	Feedback process/ citizen survey Baseline of views on engagement now re 95% satisfaction	June 2018	Annually until June 2023

## Glossary – what do you mean by that?

We've tried to avoid too much council-speak and the use of abbreviations and acronyms, but if there are any terms you don't understand, you should find an explanation here:

Term	Explanation
<b>Asset Transfer</b>	Transfer of management and/or ownership of public land and buildings from its owner (usually a local council) to a community organisation (such as a development trust or social enterprise) for less than market value to achieve a local social, economic or environmental benefit
<b>Commissioning Strategy</b>	A plan of what the whole service area (our part of the County Council) will do, which teams will do it and how we'll know the team has done it well
<b>Community</b>	A group of people with something in common. They might live in the same place or share an interest, such as knitting; a characteristic, such as age; or a belief, such as religion or ideals
<b>Community Resilience and Assets</b>	People coming together to use their resources to prepare for, respond to or recover from a difficult situation or challenge. People themselves can be an asset, as well as physical resources like money, buildings or 4x4s for example. This is also the name of our service area within the Council
<b>Consultation</b>	A formal opportunity to have a say on a specific matter, at a given time, using different methods to communicate that opinion
<b>Customer Insight</b>	Using data and information that we hold to better understand people who use Council services and help us to make improvements
<b>Elected member</b>	Another name for a local councillor – a local person who has been elected by local residents and can help with County Council-related enquiries
<b>Engagement</b>	A relationship between at least two people that involves a conversation and often a commitment to act
<b>General Data Protection Regulation (GDPR)</b>	A law in force from 2018 to provide a more up to date set of rules to protect data in Europe (and will remain in place after we leave the EU in 2019). As a result it will significantly change previous data protection legislation in the UK, replacing the Data Protection Act 1998
<b>Legitimate Expectation</b>	A legal term that means we will act in accordance with our policies or when something has been done before during consultation, for example a particular method, the public has a right to assume that service will offer something similar next time
<b>Protected Characteristics</b>	Person who could be affected (positively or negatively) due to their age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership, and pregnancy and maternity
<b>Public sector</b>	Government-run organisations that provide services for local people
<b>Service area/s</b>	Teams within the Council working toward a shared interest/goal
<b>Statutory service</b>	Services the Council has to provide by law. Rules are in place to explain what is expected, for example 'comprehensive and efficient'. Other services are 'non-statutory' or 'discretionary'/the Council's choice
<b>Voluntary Sector</b>	<a href="#">Organisations</a> that don't make a profit, often run to support communities
<b>You said, we did</b>	A simple method of feeding back to people with whom we've engaged that explains what was said and what the Council has done about it, will do or why we haven't done something if it's not been possible



# Making sure you're included

Lincolnshire County Council, in accordance with current legislation, wants to treat everyone fairly.

Although we do not translate things as a matter of course, there are times when the language barrier prevents people from accessing a service. In such cases it may be appropriate to provide an interpreter or written translation. Further information can be found by accessing the following web link:

<https://www.lincolnshire.gov.uk/residents/community-and-living/equality-and-diversity/interpreting-and-translating/>

In line with the Accessible Information Standard, where a customer needs this document in a different format, for example, large print, braille or easy read, they should contact us on 01522 782060.

## Councillor contributions

The following councillors attended a workshop which led to the development of this document:

Cllr B Adams  
Cllr T Ashton  
Cllr W Bowkett  
Cllr T Bridges  
Cllr M Brookes  
Cllr I Fleetwood

Cllr R Foulkes  
Cllr M Overton  
Cllr R Oxby  
Cllr R Parker  
Cllr N Pepper

Cllr C Perraton-Williams  
Cllr S Roe  
Cllr E Sneath  
Cllr M Thompson  
Cllr S Woolley

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## Equality Impact Analysis to enable informed decisions

### The purpose of this document is to:-

- I. help decision makers fulfil their duties under the Equality Act 2010 and
- II. for you to evidence the positive and adverse impacts of the proposed change on people with protected characteristics and ways to mitigate or eliminate any adverse impacts.

### Using this form

This form must be updated and reviewed as your evidence on a proposal for a project/service change/policy/commissioning of a service or decommissioning of a service evolves taking into account any consultation feedback, significant changes to the proposals and data to support impacts of proposed changes. The key findings of the most up to date version of the Equality Impact Analysis must be explained in the report to the decision maker and the Equality Impact Analysis must be attached to the decision making report.

**\*\*Please make sure you read the information below so that you understand what is required under the Equality Act 2010\*\***

### Equality Act 2010

The Equality Act 2010 applies to both our workforce and our customers. Under the Equality Act 2010, decision makers are under a personal duty, to have due (that is proportionate) regard to the need to protect and promote the interests of persons with protected characteristics.

### Protected characteristics

The protected characteristics under the Act are: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

### Section 149 of the Equality Act 2010

Section 149 requires a public authority to have due regard to the need to:

- Eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited by/or under the Act
- Advance equality of opportunity between persons who share relevant protected characteristics and persons who do not share those characteristics
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The purpose of Section 149 is to get decision makers to consider the impact their decisions may or will have on those with protected characteristics and by evidencing the impacts on people with protected characteristics decision makers should be able to demonstrate 'due regard'.

### **Decision makers duty under the Act**

Having had careful regard to the Equality Impact Analysis, and also the consultation responses, decision makers are under a personal duty to have due regard to the need to protect and promote the interests of persons with protected characteristics (see above) and to:-

- (i) consider and analyse how the decision is likely to affect those with protected characteristics, in practical terms,
- (ii) remove any unlawful discrimination, harassment, victimisation and other prohibited conduct,
- (iii) consider whether practical steps should be taken to mitigate or avoid any adverse consequences that the decision is likely to have, for persons with protected characteristics and, indeed, to consider whether the decision should not be taken at all, in the interests of persons with protected characteristics,
- (iv) consider whether steps should be taken to advance equality, foster good relations and generally promote the interests of persons with protected characteristics, either by varying the recommended decision or by taking some other decision.

## **Conducting an Impact Analysis**

The Equality Impact Analysis is a process to identify the impact or likely impact a project, proposed service change, commissioning, decommissioning or policy will have on people with protected characteristics listed above. It should be considered at the beginning of the decision making process.

### **The Lead Officer responsibility**

This is the person writing the report for the decision maker. It is the responsibility of the Lead Officer to make sure that the Equality Impact Analysis is robust and proportionate to the decision being taken.

### **Summary of findings**

You must provide a clear and concise summary of the key findings of this Equality Impact Analysis in the decision making report and attach this Equality Impact Analysis to the report.

### Impact – definition

An impact is an intentional or unintentional lasting consequence or significant change to people's lives brought about by an action or series of actions.

#### How much detail to include?

The Equality Impact Analysis should be proportionate to the impact of proposed change. In deciding this asking simple questions “Who might be affected by this decision?” “Which protected characteristics might be affected?” and “How might they be affected?” will help you consider the extent to which you already have evidence, information and data, and where there are gaps that you will need to explore. Ensure the source and date of any existing data is referenced.

You must consider both obvious and any less obvious impacts. Engaging with people with the protected characteristics will help you to identify less obvious impacts as these groups share their perspectives with you.

A given proposal may have a positive impact on one or more protected characteristics and have an adverse impact on others. You must capture these differences in this form to help decision makers to arrive at a view as to where the balance of advantage or disadvantage lies. If an adverse impact is unavoidable then it must be clearly justified and recorded as such, with an explanation as to why no steps can be taken to avoid the impact. Consequences must be included.

**Proposals for more than one option** If more than one option is being proposed you must ensure that the Equality Impact Analysis covers all options. Depending on the circumstances, it may be more appropriate to complete an Equality Impact Analysis for each option.

**The information you provide in this form must be sufficient to allow the decision maker to fulfil their role as above. You must include the latest version of the Equality Impact Analysis with the report to the decision maker. Please be aware that the information in this form must be able to stand up to legal challenge.**

## Background Information

<b>Title of the policy / project / service being considered</b>	Engagement Strategy	<b>Person / people completing analysis</b>	Sarah Moody
<b>Service Area</b>	Community Engagement	<b>Lead Officer</b>	Nicole Hilton
<b>Who is the decision maker?</b>	Executive Committee	<b>How was the Equality Impact Analysis undertaken?</b>	Desktop exercise initially, including discussions with community representatives
<b>Date of meeting when decision will be made</b>	04/04/2018	<b>Version control</b>	V0.1 27/02/18 typos corrected
<b>Is this proposed change to an existing policy/service/project or is it new?</b>	Existing policy/service/project	<b>LCC directly delivered, commissioned, re-commissioned or de-commissioned?</b>	Directly delivered
<b>Describe the proposed change</b>	A Community Engagement Strategy has been produced on a five-yearly basis. The new draft has been created following discussion with community representatives, and as such, is much more people focussed than previous target-based strategies.		

### **Evidencing the impacts**

In this section you will explain the difference that proposed changes are likely to make on people with protected characteristics. To help you do this first consider the impacts the proposed changes may have on people without protected characteristics before then considering the impacts the proposed changes may have on people with protected characteristics.

You must evidence here who will benefit and how they will benefit. If there are no benefits that you can identify please state 'No perceived benefit' under the relevant protected characteristic. You can add sub categories under the protected characteristics to make clear the impacts. For example under Age you may have considered the impact on 0-5 year olds or people aged 65 and over, under Race you may have considered Eastern European migrants, under Sex you may have considered specific impacts on men.

### **Data to support impacts of proposed changes**

When considering the equality impact of a decision it is important to know who the people are that will be affected by any change.

#### Population data and the Joint Strategic Needs Assessment

The Lincolnshire Research Observatory (LRO) holds a range of population data by the protected characteristics. This can help put a decision into context. Visit the LRO website and its population theme page by following this link: <http://www.research-lincs.org.uk> If you cannot find what you are looking for, or need more information, please contact the LRO team. You will also find information about the Joint Strategic Needs Assessment on the LRO website.

#### Workforce profiles

You can obtain information by many of the protected characteristics for the Council's workforce and comparisons with the labour market on the [Council's website](#). As of 1<sup>st</sup> April 2015, managers can obtain workforce profile data by the protected characteristics for their specific areas using Agresso.

### Positive impacts

The proposed change may have the following positive impacts on persons with protected characteristics – If no positive impact, please state 'no positive impact'.

Age	Michael Bruter, professor of political science at the London School of Economics said in 2017 'It is not just that young people are apathetic while they are young, but that society is creating generations of people who may never vote. If young people don't vote for the first election of their lives, they're not likely to vote in later elections either'. For this reason the strategy is aimed at people of all ages, but the Council has specific engagement methods and opportunities to encourage and include young people. Being able to have their say should have a positive influence on their lives now and in the future because early involvement in democratic processes encourages more active citizenship in later life. The <a href="#">Joseph Rowntree Foundation</a> and the United Nations have also both done work on this subject. Conversely, older people are more likely to participate in democracy and civic activities. This will be able to continue under the new engagement strategy as it encourages the use of more than one type of engagement (to avoid just using online surveys for example).
Disability	The strategy specifically references engagement in relation to service design and development. Many of these services are aimed at vulnerable people with disabilities for example. As well as talking directly to people with disabilities, the strategy states that we will also work with representative organisations and those who advocate on behalf of people with a disability because Public Health research conducted in 2014 revealed that British adults with a learning disability had less favorable perceptions of important neighborhood characteristics and lower levels of social and civic participation than their non-disabled peers. The engagement methods document, which supports this strategy, offers alternative approaches such as Appreciative inquiry to involve people for whom surveys or more formal focus groups are inappropriate. Using this approach will ensure our engagement activities are more inclusive so people with disabilities can actively participate.
Gender reassignment	There are no specific positive impacts on people whose gender is being, or has been, reassigned. We will however ensure that representative organisations, such as Rainbow, are included in engagement on matters that could be of particular interest to this group.
Marriage and civil partnership	There are no specific positive impacts on this group, but they will be included in engagement matters that specifically affect them.
Pregnancy and maternity	There are no specific positive impacts on this group, but they will be included in engagement matters that specifically affect them. We will ensure avenues, such as health visitors and children's centres are used, when required, to reach this cohort. These bodies already use inclusive methods of engagement to reach their clients.



<b>Race</b>	There are no specific positive impacts on this group, but given that Electoral Commission research (below in 'negatives' section) shows that certain BME groups are less likely to participate than others we will make sure that representative organisations are included in the work we do and that translation services are available on request for those who do not confidently speak or read English. The Council's current service is specifically referenced in the strategy.
<b>Religion or belief</b>	There are no specific positive impacts on this group, but they will be included in engagement matters that specifically affect them
<b>Sex</b>	There are no specific positive impacts on this group, but they will be included in engagement matters that specifically affect them
<b>Sexual orientation</b>	There are no specific positive impacts on people of any sexual orientation. We will however ensure that representative organisations, such as Rainbow, are included in engagement on matters that could be of particular interest to this group.

**If you have identified positive impacts for other groups not specifically covered by the protected characteristics in the Equality Act 2010 you can include them here if it will help the decision maker to make an informed decision.**

Rural residents – the strategy states that we will use more than one method to engage people and this should benefit rural residents as it will reduce reliance on primarily online surveys where broadband connections might still be slower than urban counterparts.

### Adverse/negative impacts

You must evidence how people with protected characteristics will be adversely impacted and any proposed mitigation to reduce or eliminate adverse impacts. An adverse impact causes disadvantage or exclusion. If such an impact is identified please state how, as far as possible, it is justified; eliminated; minimised or counter balanced by other measures.

If there are no adverse impacts that you can identify please state 'No perceived adverse impact' under the relevant protected characteristic.

**Negative impacts of the proposed change and practical steps to mitigate or avoid any adverse consequences on people with protected characteristics are detailed below. If you have not identified any mitigating action to reduce an adverse impact please state 'No mitigating action identified'.**

Age	There are no perceived negative impacts that will result from the implementation of this strategy as action is proposed to overcome any barriers young and older people might face when trying to engage.
Disability	Public Health research conducted in 2014 revealed that British adults with a learning disability had less favorable perceptions of important neighborhood characteristics and lower levels of social and civic participation than their non-disabled peers so this strategy has been created to overcome common barriers faced by this group, for example using advocate organisations and alternative format documentation.
Gender reassignment	There are no perceived negative impacts that will result from the implementation of this strategy.
Marriage and civil partnership	There are no perceived negative impacts that will result from the implementation of this strategy.
Pregnancy and maternity	There are no perceived negative impacts that will result from the implementation of this strategy.

<b>Race</b>	There are no perceived negative impacts that will result from the implementation of this strategy, but Electoral Commission research shows that certain BME groups are less likely to participate than others we will make sure that representative organisations are included in the work we do and that translation services are available on request for those who do not confidently speak or read English. Action is proposed to overcome barriers people who do not confidently speak, read or write English might face when trying to engage, for example translation services on demand. Example research findings - completeness of the electoral register for White British people is 85.9%, for Asian people it is 83.7%, but for Black people it is 76%, for people of Mixed ethnicity it is 73.4% and for people whose ethnicity falls into the "Other" category it is 62.9%. A survey by Ipsos Mori in 2010 also found that the turnout rate for white voters was 67%, while for non-white voters it was 51%. The Council's current service is specifically referenced in the strategy.
<b>Religion or belief</b>	There are no perceived negative impacts that will result from the implementation of this strategy. Where an engagement topic might have a greater impact on this group we will use our network of contacts to ensure the Council is doing all we can to include and represent people with particular beliefs.
<b>Sex</b>	There are no perceived negative impacts that will result from the implementation of this strategy.
<b>Sexual orientation</b>	There are no perceived negative impacts that will result from the implementation of this strategy.

**If you have identified negative impacts for other groups not specifically covered by the protected characteristics under the Equality Act 2010 you can include them here if it will help the decision maker to make an informed decision.**

Prisoners are excluded from general engagement due to their inability to attend events or complete online surveys. Additional efforts will be made through the prison on topics which might directly affect this cohort.

## Stakeholders

Stake holders are people or groups who may be directly affected (primary stakeholders) and indirectly affected (secondary stakeholders)

You must evidence here who you involved in gathering your evidence about benefits, adverse impacts and practical steps to mitigate or avoid any adverse consequences. You must be confident that any engagement was meaningful. The Community engagement team can help you to do this and you can contact them at [consultation@lincolnshire.gov.uk](mailto:consultation@lincolnshire.gov.uk)

State clearly what (if any) consultation or engagement activity took place by stating who you involved when compiling this EIA under the protected characteristics. Include organisations you invited and organisations who attended, the date(s) they were involved and method of involvement i.e. Equality Impact Analysis workshop/email/telephone conversation/meeting/consultation. State clearly the objectives of the EIA consultation and findings from the EIA consultation under each of the protected characteristics. If you have not covered any of the protected characteristics please state the reasons why they were not consulted/engaged.

## Objective(s) of the EIA consultation/engagement activity

The first draft of this strategy and EIA was produced in conjunction with the Community Engagement Team, including the Community Collaboration Officers and elected members who represent the interests local people. It is based on the experiences of and feedback to and from the aforementioned when dealing directly with communities of geography and interest. The EIA has been produced to ensure that the strategy considers all residents, employees/ers and visitors to Lincolnshire.

**Who was involved in the EIA consultation/engagement activity? Detail any findings identified by the protected characteristic**

Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	
Religion or belief	

<b>Sex</b>	
<b>Sexual orientation</b>	
<b>Are you confident that everyone who should have been involved in producing this version of the Equality Impact Analysis has been involved in a meaningful way?</b> The purpose is to make sure you have got the perspective of all the protected characteristics.	No, there will be further work during engagement and consultation to ensure the strategy and its aims are sufficiently robust.
<b>Once the changes have been implemented how will you undertake evaluation of the benefits and how effective the actions to reduce adverse impacts have been?</b>	All engagement activity and consultation undertaken with advice and guidance from the Community Engagement Team is evaluated using an electronic form, which asks a series of questions to establish value and participation. This is reported on annually and any issues highlighted and addressed.

## Further Details

**Are you handling personal data?**

No

If yes, please give details.

### **Actions required**

Include any actions identified in this analysis for on-going monitoring of impacts.

#### **Action**

Monitor strategy action plan implementation

#### **Lead officer**

Bev Finnegan

#### **Timescale**

Annual review commencing in May 2019

Version	Description	Created/amended by	Date created/amended	Approved by	Date approved
V0.1	Pre-Scrutiny version to accompany draft strategy	Sarah Moody	07/02/18		

#### **Examples of a Description:**

'Version issued as part of procurement documentation'

'Issued following discussion with community groups'

'Issued following requirement for a service change; Issued following discussion with supplier'

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