

# Public Document Pack

## Executive Board

Thursday, 6 July 2023

Time: 6.00 pm

Venue: Meeting Room A

Address: Blackburn Town Hall

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### AGENDA

Information may be provided by each Executive Member relating to their area of responsibility

1. **Welcome and Apologies**
2. **Minutes of the Previous Meeting**  
**Executive Board Minutes June 2023** 4 - 11
3. **Declarations of Interest**  
**DECLARATIONS OF INTEREST FORM** 12
4. **Equality Implications**  
The Chair will ask Members to confirm that they have considered and understood any Equality Impact Assessments associated with reports on this agenda ahead of making any decisions.
5. **Public Forum**  
To receive written questions or statements submitted by members of the public no later than 4pm on the day prior to the meeting.
6. **Questions by Non-Executive Members**  
To receive written questions submitted by Non-Executive Members no later than 4pm on the day prior to the meeting.
7. **Youth MPs Update**  
To receive an update from the Youth MPs along with any issues they would like to raise.
8. **Executive Member Reports**  
Verbal updates may be given by each Executive Member.

**Leader**

8.1	<b>North West Regional Business Unit for Rail</b> <b>North West Regional Business Unit for Rail</b>	<b>13 - 17</b>
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**Adult Social Care & Health**

**Children, Young People & Education**

**Environment and Operations**

**Public Health, Prevention & Wellbeing**

**Digital & Customer Services**

8.2	<b>Bwd Staff Laptop Provision</b> <b>EB BwD Staff Laptop v2</b>	<b>18 - 22</b>
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**Growth & Development**

8.3	<b>Electric Vehicle Infrastructure Strategy</b> <b>Electric Vehicle Infrastructure Strategy</b> <b>Appendix 1 for Electric Vehicle Infrastructure Strategy</b>	<b>23 - 66</b>
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**Finance & Governance**

8.4	<b>Treasury Outturn Report 2022-23</b> <b>Treasury Outturn 2022-23</b>	<b>67 - 80</b>
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**9. Corporate Issues**

9.1	<b>Consultation on and proposed changes to the school bus service</b> <b>Consultation on and proposed changes to school transport bus services to Bolton Schools.</b> <b>Appendix 1 for Consultation on and proposed changes to school transport bus services to Bolton School</b> <b>Appendix 2 for Consultation on and proposed changes to school transport bus services to Bolton School</b> <b>Appendix 3 for Consultation on and proposed changes to school transport bus services to Bolton School</b> <b>EIA Consultation on and proposed changes to school transport bus services to Bolton Schools. EIA_too</b>	<b>81 - 165</b>
9.2	<b>0-19 Tender Decision to award</b> <b>0-19 Tender Decision</b>	<b>166 - 171</b>

9.3	<b>Budget Approval for new software solution for Regulatory Services</b>	
	<b>New software budget approval</b>	<b>172 - 175</b>
9.4	<b>Revenue Outturn Report 22/23</b>	
	<b>Revenue Monitoring Outturn 2022-23FINAL</b>	<b>176 -</b>
	<b>App1 Revenue Monitoring Quarter 4 2022-23FINAL</b>	<b>193</b>
	<b>App 2 Revenue Monitoring Quarter 4 2022-23FINALxlsx</b>	
	<b>App 3 Revenue Monitoring Quarter 4 2022-23FINAL</b>	
9.5	<b>Capital Outturn Report 22/23</b>	
	<b>EXECUTIVE BOARD DECISION Capital Monitoring Outturn 2022-23 FINAL</b>	<b>194 - 210</b>
	<b>CAPITAL Outturn 2022-23Appendix1</b>	
	<b>CAPITAL Outturn 2022-23 Appendix2</b>	
10.	<b>Matters referred to the Executive Board</b>	

**PART 2 – THE PRESS AND PUBLIC MAY BE EXCLUDED DURING CONSIDERATION OF THE FOLLOWING ITEMS**

Date Published: Wednesday, 28 June 2023  
Denise Park, Chief Executive

## EXECUTIVE BOARD Thursday 8<sup>th</sup> June 2023

### PRESENT

#### **COUNCILLOR:**

Councillor Phil Riley  
Councillor Julie Gunn  
Councillor Mahfooz Hussain  
Councillor Damian Talbot  
Councillor Quesir Mahmood  
Councillor Vicky McGurk

#### **PORTFOLIO:**

Leader of the Council  
Children, Young People & Education  
Digital & Customer Services  
Public Health, Prevention & Wellbeing  
Growth & Development  
Finance & Governance

#### **EXECUTIVE MEMBER**

Councillor John Slater

#### **NON PORTFOLIO**

Leader of the Conservative Group

#### **ALSO IN ATTENDANCE:**

Muhammed Bapu

Youth MP

	Item	Action
1	<p><b><u>Welcome and Apologies</u></b></p> <p>The Leader of the Council, Councillor Phil Riley, welcomed all to the meeting. Apologies were received from Councillors Jim Smith and Mustafa Desai and from Kazim Shah, Deputy Youth MP.</p>	
2	<p><b><u>Minutes of the Previous Meeting</u></b></p> <p>The Minutes of the Meeting held on 13<sup>th</sup> April 2023 were agreed as a correct record.</p>	<b>Agreed</b>
3	<p><b><u>Declarations of Interest</u></b></p> <p>No Declarations of Interest were received.</p>	
4	<p><b><u>Equality Implications</u></b></p> <p>The Chair asked Members to confirm that they had considered and understood any Equality Impact Assessments associated with reports on the agenda ahead of making any decisions.</p>	<b>Confirmed</b>
5	<p><b><u>Public Forum</u></b></p> <p>No questions from members of the public had been received.</p>	
6	<p><b><u>Questions by Non-Executive Members</u></b></p> <p>In accordance with Part 4 of the Executive Board Procedure Rules for questions/statements by Non-Executive Members, the following questions/statements had been received, details of which are set out below:-</p>	

Item			Action
Name of Non-Executive Member asking the Question	Subject Area	Executive Member and Portfolio	
Councillor Mark Russell	School Capital Budget variation, relocation of Longshaw Nursery	Councillor Julie Gunn, Children, Young People & Education	
<p>As Councillor Russell was not in attendance, it was agreed that he would receive a written response to his question.</p>			
7	<p><b><u>Youth MPs Update</u></b></p> <p>The Youth MP verbally reported on recent events and activities including :</p> <ul style="list-style-type: none"> <li>• The Annual Youthforia event at Ambleside.</li> <li>• Ongoing work relating to the Leaving Care Service Inspection.</li> <li>• As requested at the last meeting, feedback had been received on the awareness about the local elections, and Voter ID, awareness of which had been good, and also the view that more could be done at schools and colleges to educate young people why it was important to vote and what they were voting for etc.</li> <li>• The Democracy Day event at the Olive School.</li> <li>• Attendance at Mayor Making, with thanks to the outgoing Mayor for his support.</li> <li>• The successful Climate Summit at King George’s Hall held earlier in the week.</li> <li>• An update on the Food for Learning / Free School Meals campaign and involvement/discussions with the Blackburn and Rossendale and Darwen MPs.</li> </ul> <p>Councillors Phil Riley and Julie Gunn praised the work and involvement reported.</p>		Noted
	<p><b><u>Leader’s Update</u></b></p> <p>Councillor Phil Riley verbally updated the Executive Board on the progress of Lancashire Devolution discussions, and on the recovery work underway following the fire at Pleasington Crematorium earlier in the day.</p>		Noted

	Item	Action
8.1	<p><b><u>School Holiday Pattern for Community and Controlled Schools 2024/25</u></b></p> <p>The Executive Board were reminded that the Local Authority (LA) had responsibility for setting the school holiday pattern for Community and Controlled schools. It did this in consultation with neighbouring LAs, schools and teacher associations. For other maintained schools (Voluntary Aided and Foundation) the governing board determined the holiday pattern. Trustees of Free Schools and Academies (schools independent of the LA) had responsibility for setting their term and holiday dates. The proposed pattern was attached at Appendix 1.</p> <p><b>RESOLVED –</b></p> <p>That the Executive Board agrees the school term and holiday pattern for Community and Controlled schools for 2024/2025 (as set out in Appendix One Draft School term and Holiday Pattern 2024/2025).</p>	Approved
8.2	<p><b><u>Schools Estates and Capital Variation</u></b></p> <p>Members received a report which presented for approval variations to the 2022/2023 schools capital programme.</p> <p>The report set out the reasons for the variations to the schools capital programme, in relation to the following schools:</p> <ul style="list-style-type: none"> <li>• Longshaw Nursery School</li> <li>• Brookhouse Primary School Foundation Unit</li> <li>• Avondale Primary School</li> </ul> <p>The report also requested establishment of projects and associated budgets in relation to:</p> <ul style="list-style-type: none"> <li>• Roe Lee Primary School</li> <li>• Intack Primary School</li> </ul> <p><b>RESOLVED –</b></p> <p>That the Executive Board:</p> <p>1: Approves variations to existing projects detailed on the 2022/2023 schools capital programme, including:</p> <ul style="list-style-type: none"> <li>• £423k uplift to secure the final phase of the relocation of Longshaw Nursery School.</li> <li>• £47k uplift for the replacement boiler project at Brookhouse Primary School Foundation Unit.</li> <li>• £25k uplift for the playground resurfacing at Avondale</li> </ul>	Approved

	Item	Action
	<p>Primary School</p> <p>2: Approves the establishment of the following projects and associated budgets:</p> <ul style="list-style-type: none"> <li>• £100k to replace the perimeter fencing at Roe Lee Primary School.</li> <li>• £68k to upgrade the boilers and plant room at Intack Primary School</li> </ul>	<p><b>Approved</b></p>
<p><b>8.3</b></p>	<p><b><u>NHS Health Checks Tender 2024-27</u></b></p> <p>A report was submitted which advised that the NHS Health Check (NHSHC) programme was one of the mandated public health services that the Council was responsible for commissioning. The NHSHC programme aimed to prevent cardiovascular disease (CVD), and associated conditions, through early assessment, identification and management of behavioural and physiological risk factors. NHSHCs were available every five years, free of charge, for people aged 40-74 who did not have any pre-existing CVD.</p> <p>Since 2016 this service had been delivered by GP practices part of the Blackburn with Darwen Clinical Commissioning Group's Quality Contract. Since the transition of the Clinical Commissioning Group into the Lancashire and South Cumbria Integrated Care Board (LSCICB) on 1<sup>st</sup> July 2022, the service had continued to be delivered by GP Practices supported by the local GP Federation by waiver in order to ensure uninterrupted delivery of the NHSHC programme. A review of the programme was now timely to ensure the service was able to reach all eligible people and targeting those most at risk of CVD.</p> <p>Permission was sought to carry out an open tender process with a view to a new contract starting in April 2024.</p> <p><b>RESOLVED-</b></p> <p>That the Executive Board:</p> <ol style="list-style-type: none"> <li>1. Notes the commencement of tendering and procurement activity to offer this service to the wider market, with revised contractual and commissioning arrangements to be in place from 1<sup>st</sup> April 2024. This contract will be awarded for three years with an option to extend for up to two years subject to satisfactory delivery which will be monitored via robust contract review processes.</li> <li>2. The Board approves the proposed procurement strategy.</li> <li>3. Notes that permission to award the contract following the tender process will be sought from the Executive Board in due course.</li> </ol>	<p><b>Noted</b></p> <p><b>Approved</b></p> <p><b>Noted</b></p>

	Item	Action
8.4	<p><b><u>Climate Emergency Action Plan</u></b></p> <p>Members received a progress report on the implementation of the Climate Emergency Action Plan (CEAP) implementation in 2022/23 and the proposed CEAP for 2023/24.</p> <p>The Council had made good progress developing and implementing its Climate Emergency Action Plan in 2022/23, in particular embedding the Climate Emergency in the Corporate Plan and hosting a People’s Jury on the Climate Change Crisis.</p> <p>Key tasks for 2023/24, such as the climate impacts toolkit and continuing dialogue with the People’s Jury, would build on these achievements to avoid losing momentum in working towards a carbon neutral Borough by 2030.</p> <p><b>RESOLVED -</b></p> <p>That the Executive Board:</p> <ol style="list-style-type: none"> <li>i. Notes the progress made in 2022/23;</li> <li>ii. Approves the draft CEAP for 2023/24; and,</li> <li>iii. Authorises the Strategic Director for Growth &amp; Development, in conjunction with the Executive Member for Growth and Development and Climate Change Member Champion, to finalise the design and publication of the agreed CEAP.</li> </ol>	<p><b>Noted Approved Approved</b></p>
8.5	<p><b><u>Levelling Up Fund 2 – Blackburn Growth Axis Transport Package (South East)</u></b></p> <p>The Executive Board received a report seeking approval of a capital budget and procurement strategies to progress the Blackburn Growth Axis Transport Package (South East).</p> <p>In January 2023 the Council secured £20m of LUF for its Blackburn Growth Axis Transport Package (South East). The funding supported the Council's strategic Growth Axis ambitions and would deliver two key projects required to support our ambitions for Southeast Blackburn comprising of:</p> <ul style="list-style-type: none"> <li>• Project 1 – Southeast Blackburn Walking and Cycling Network</li> <li>• Project 2 – M65 Junction 5 Improvement Scheme</li> </ul> <p>The Council’s Section 151 Officer had signed the Department of Transport’s MoU which allowed for the drawdown of funds, set out the terms, principles and practices that would apply to the working relationship between the Department for Transport and the Council’ regarding the administration and delivery of the Growth Axis Transport Package (Southeast).</p> <p>To commence both projects multiple procurement strategies were to be approved for the appointment of consultants and contractors,</p>	



	Item	Action
	<p>with a budget of £500,000 required for the initial stage to commence both projects.</p> <p><b>RESOLVED –</b></p> <p>That the Executive Board:</p> <ol style="list-style-type: none"> <li>1. Notes the award of £20m of Levelling Up Funding (LUF) to deliver the Blackburn Growth Axis Transport Package (South East);</li> <li>2. Notes the Blackburn Growth Axis Transport Package (South East) LUF scheme comprises 2 projects:-               <ol style="list-style-type: none"> <li>a) Project 1 – South East Blackburn Walking and Cycling Network</li> <li>b) Project 2 – Junction 5 Improvement Scheme</li> </ol> </li> <li>3. Notes that the Memorandum of Understanding (MoU) has been signed by the Council’s Section 151 Officer and returned to the Department for Transport to allow for funding to be drawn down;</li> <li>4. Approves the appointment of the Council’s strategic partner WSP for Project 1 to prepare detailed feasibility studies for the walking and cycling route;</li> <li>5. Approves the appointment of Balfour Beatty for Project 2 through the Scape Civil Engineering Framework to progress Early Contractor Involvement (ECI) and to procure a design team;</li> <li>6. Approves the procurement of a Client Side Technical Services team through the Crown Commercial Service (CCS) Framework for Project 2;</li> <li>7. Approves the procurement of surveys to inform the design for both projects;</li> <li>8. Approves a capital budget of £500,000 to undertake the identified tasks in point 4,5,&amp;7 above which will be split across the Project 1 and 2;</li> <li>9. Notes further reports will be prepared for approval to progress the schemes once further information has been obtained and designs progressed.</li> <li>10. Authorises the Growth Programme Director in liaison with the Deputy Director of Legal and Governance to finalise any terms of the consultant and contractor appointments and to agree the financial drawdown for Project 1 and Project 2.</li> </ol>	<p></p> <p></p> <p></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Noted</b></p> <p><b>Approved</b></p> <p><b>Approved</b></p> <p><b>Approved</b></p> <p><b>Approved</b></p> <p><b>Approved</b></p> <p><b>Approved</b></p> <p><b>Approved</b></p> <p><b>Approved</b></p>

	Item	Action
8.6	<p data-bbox="339 208 1118 241"><b><u>Development of the General Fund Revenue Budget</u></b></p> <p data-bbox="339 282 1289 427">Members received a report, the purpose of which was to provide the Executive Board with an update on the Council's Medium Term Financial Plan (MTFP) 2024/27 as the start of the process for developing the Council's Budget for 2024/25.</p> <p data-bbox="339 465 544 499"><b>RESOLVED –</b></p> <p data-bbox="339 577 970 611">It is recommended that the Executive Board:</p> <ul style="list-style-type: none"> <li data-bbox="339 651 1257 752">a) note the key risks to the delivery of the budget in 2023/24 and that these will be subject to consideration as part of the regular Budget Monitoring reports submitted to the Executive Board;</li> <li data-bbox="339 763 1289 898">b) note the uncertainty with the funding outlook for the Council, not least the limited progress on Local Government Finance reforms and that these will not now take place before the next General Election;</li> <li data-bbox="339 909 1278 1010">c) note the update to the Medium Term Financial Plan for 2024/27 as shown at Appendix A and that a further update will be provided in October 2023;</li> <li data-bbox="339 1021 1283 1122">d) note the scenario analysis shown at Appendix D and E which models 'worst'/'best' case scenarios around the baseline MTFP as part of the assessment of potential risks facing the Council;</li> <li data-bbox="339 1133 1262 1200">e) note the timetable set out in the report for the development of the Council's Budget for 2024/25;</li> <li data-bbox="339 1211 1273 1413">f) agree that all Portfolio Holders continue to review their budgets in line with the four strands of the Council's financial strategy, Growing, Charging, Saving and Stop, as set out in section 5.38 in this report. This will include a review of all fees and charges in their 2 Portfolios, in line with the agreed Fees and Charges Framework (see Executive Board September 2023);</li> <li data-bbox="339 1424 1225 1491">g) note that Lead Officers for the Strategic Workstreams have been requested to identify budget savings options for 2024/25;</li> <li data-bbox="339 1503 1257 1637">h) agree that, subject to consideration by respective Portfolio Holders, any budget proposals arising from the work above be considered by the Executive Board in due course (and subject to the proposal on consultation below);</li> <li data-bbox="339 1648 1209 1783">i) subject to the work above and agreement with Councillors, agree that some form of public consultation on the budget proposals should take place over Autumn 2023 with a view to informing decisions on the Council's budget for 2024/25.</li> </ul>	<p data-bbox="1345 651 1437 685"><b>Noted</b></p> <p data-bbox="1345 763 1437 797"><b>Noted</b></p> <p data-bbox="1345 909 1430 943"><b>Noted</b></p> <p data-bbox="1345 1021 1430 1055"><b>Noted</b></p> <p data-bbox="1345 1133 1430 1167"><b>Noted</b></p> <p data-bbox="1329 1200 1477 1234"><b>Approved</b></p> <p data-bbox="1345 1424 1437 1458"><b>Noted</b></p> <p data-bbox="1337 1491 1485 1525"><b>Approved</b></p> <p data-bbox="1337 1648 1485 1682"><b>Approved</b></p>
8.7	<p data-bbox="339 1865 1270 1899"><b><u>Procurement Support for Chorley and South Ribble Councils</u></b></p> <p data-bbox="339 1939 1289 2040">A report was submitted, which sought approval to enter into a Service Level Agreement (SLA) to provide procurement support service to Chorley and South Ribble Borough Councils.</p> <p data-bbox="339 2085 1283 2148">Chorley and South Ribble Borough Councils (CSRBC) had shared resources in relation to procurement for a number of years.</p>	

	Item	Action
	<p>Recently two members of procurement staff had retired, leaving them with just one member of their procurement team with limited experience. They had and were continuing to try to recruit to the post but had been unsuccessful to date. Blackburn with Darwen Council had been approached to see if was able to provide support. The Contracts and Procurement team believed they could offer this support and that it would have a number of key benefits for all Councils involved, which were outlined in the report submitted.</p> <p>The report set out details of how the procurement support would be funded and reviewed.</p> <p><b>RESOLVED –</b></p> <p>That the Executive Board:</p> <p>Approves entering into a SLA to provide procurement support services to Chorley and South Ribble Borough Councils.</p> <p style="text-align: center;">Signed at a meeting of the Board on 6<sup>th</sup> July 2023</p> <p style="text-align: center;">(being the ensuing meeting on the Board)</p> <p style="text-align: center;">Chair of the meeting at which the Minutes were confirmed</p>	<p><b>Approved</b></p>



## EXECUTIVE BOARD DECISION



<b>REPORT OF:</b>	Council Leader
<b>LEAD OFFICERS:</b>	Strategic Director of Growth & Development
<b>DATE:</b>	Thursday, 6 July 2023

<b>PORTFOLIO/S AFFECTED:</b>	Growth and Development
<b>WARD/S AFFECTED:</b>	(All Wards);
<b>KEY DECISION:</b>	Y

<b>SUBJECT:</b> Establishment of a North West Regional Business Unit (NWRBU) for Rail
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### 1. EXECUTIVE SUMMARY

1.1 The Government's plan to transform the railways in Great Britain is set out in the [Williams-Shapps Plan for Rail](#). This emphasises the importance of strengthening collaboration between local transport authorities to improve outcomes for rail passengers.

1.2 To support the national agenda, as well as delivering on local and regional rail objectives, Blackburn with Darwen Council have been discussing closer partnership working with Lancashire County Council, Transport for Greater Manchester, and other North West Local Transport Authorities. A proposal to establish a North West Regional Business Unit (NWRBU) for Rail is now in motion. The NWRBU will sit under the existing Rail North Partnership framework which acts on behalf of Transport for the North and the Department for Transport to manage Northern and TransPennine rail franchises.

1.3 Establishment and membership of the NWRBU will give Blackburn with Darwen Borough Council a greater voice around rail matters including on matters such as: train services, fares and ticketing, infrastructure, stations, rolling stock, customer experience and sustainability.

### 2. RECOMMENDATIONS

2.1 That the Executive Board:

1. Approves that Blackburn with Darwen Borough Council becomes a Member of the North West Regional Business Unit (NWRBU) for Rail;
2. Authorise the Strategic Director for Growth & Development, in conjunction with the Deputy Director - Legal and Governance, and Executive Member for Growth and Development, to agree and finalise the terms of the NWRBU for Rail's Collaboration Agreement.

### 3. BACKGROUND

3.1 The Williams-Shapps Plan for Rail published in May 2021 proposed the establishment of a new body, Great British Railways (GBR), to oversee rail operations by integrating infrastructure and train operations into a single entity. The move to GBR presents an opportunity for Local Transport Authorities to influence the future planning of rail. The Williams–Shapps Plan for Rail through primary legislation will provide GBR with the powers and authority it needs to act as the single guiding mind for the railways with reference to procuring and delivering new Passenger Service Contracts.

3.2 The Department for Transport is currently responsible for the franchising and contracting of rail services. As a first stage of devolving powers to the North, Rail North Partnership was established for the Department for Transport and Transport for the North to jointly manage the Northern and TransPennine Express franchises on their behalf. The Rail North Partnership Board, made up of Transport for the North, Network Rail, the Department for Transport and representatives from the Metro Combined Authorities, oversees the activities relating to franchise and contract management.

3.3 Transport for the North's role and functions within Rail North Partnership are overseen within the Rail North Committee which comprises 11 elected members drawn from the Local Transport Authorities and Combined Authorities. Blackburn with Darwen represents the "Lakeland" regional grouping, which includes Lancashire County, Blackpool, Cumberland, and Westmorland and Furness Councils.

#### **The local context: proposals for the North West**

3.4 The Williams-Shapps Plan for Rail emphasises the importance of strengthening collaboration to improve outcomes for rail passengers. To support the national agenda as well as delivering on local and regional objectives, Blackburn with Darwen Borough Council, along with Lancashire County Council and other North West Local Transport Authorities, have been discussing closer partnership working to improve rail services in the region and the wish to establish a North West Regional Business Unit (NWRBU) for Rail, under the existing Rail North Partnership framework.

3.5 The establishment of regional / local business units is referenced within the existing 2018 Franchise Management Agreement signed off between the Department for Transport, Transport for the North and Local Transport Authorities. The creation of a NWRBU will provide more local input and ownership within Rail North Partnership and the basis for a stronger direct relationship between Local Transport Authorities and Great British Railways. A North West Partnership will deliver the greatest benefits for the entire region, and give Local Transport Authorities greater influence in rail matters with local knowledge leading to better rail services which better meet local needs.

3.6 The role of the proposed NWRBU will be as follows:

- Provide advice to Transport for the North as the statutory body to support the development of rail infrastructure priorities and investment;
- Influence and advise Rail North Partnership on the development and agreement of train operators' business plans working within budgetary envelopes set by Central Government;
- Provide advice across a range of areas covering train service specification, operations, fares and ticketing, stations, rolling stock and decarbonisation;
- Embed with Rail North Partnership to provide support and advice on the franchise contract management and Annual Business Planning processes;
- Propose service adjustment proposals subject to Rail North Partnership Board approval and risk conditions;

- Support Rail North Partnership's contract management processes, monitor and scrutinise train operator performance and contract compliance to improve service delivery for customers;
- Act as an extension of Rail North Partnership in the management of stakeholders within the North West region, as well as direct and improved engagement with train operators to share information, ideas and new opportunities.

3.7 The railway industry faces a number of significant issues at present, which are predominantly national (not local) issues. These include: continuing poor industrial relations; seeing the recovery of overall passenger numbers back to pre-Covid levels; and the lack of investment in rail infrastructure and services (for high speed and local services), and decarbonising the sector through electrification and new rolling stock; and finally structural industry and reform. The NWRBU forms part of the anticipated solution to the latter of these issues, and will help to give Blackburn with Darwen and Lancashire a greater voice. Clearly industry-wide challenges will remain.

3.8 A number of Lancashire's specific rail objectives have already been discussed, to be developed further within the proposed NWRBU's Annual Business Plans:

- Rail services that support sustainable economic growth for the region, encourage modal shift, and reduce inequality / improves opportunities for all;
- A more joined up, integrated transport offer between rail and other modes including services, stations, fares and ticketing;
- Stations that deliver consistently high standards, integration with other public transport modes and active travel, are accessible / inclusive, and can support local community and economy through development;
- Clear, transparent, easy to understand rail fares / products, but that also address local anomalies and help support local economic / societal / environmental issues;
- Continued investment across the network to meet the needs of the North West and
- Rail becoming a part of the wider urban public transport network.

### **Progress and next steps**

3.9 The development of the NWRBU has been led by Transport for Greater Manchester with the support of all North West Local Transport Authorities. Positive discussions have been held to date between Local Transport Authorities, Transport for the North and Rail North Partnership, with confirmation of Blackburn with Darwen's support in principle to further develop proposals issued in December 2022.

3.10 A "Case For Change" NWRBU Proposal Document was endorsed by the Rail North Committee on 22 February 2023 and then formally agreed by the Rail North Partnership Board on 3 March 2023. Discussions have also taken place with the Department for Transport and clarity was given in relation to not adding in additional complexity or cost, nor create additional or duplicated layers of governance.

3.11 A Collaboration Agreement document is being developed which will formalise the principles underpinning the formation of the NWRBU, to be signed off by each member Local Transport Authority. This document will set out objectives, roles and responsibilities, decision making, giving details on how advice will be given and how the NWRBU will be governed.

3.12 It is proposed that the NWRBU will have a Formal Officer Board comprised of all 13 North West Local Transport Authorities, supported by a Steering Group and specialist working groups. It is envisaged that Transport for Greater Manchester will Chair the Board and will provide dedicated support and resource via a Regional Business Unit Manager. Collective positions on rail matters

will be reached via consensus, with the development of a NWRBU Annual Business Plan which will set out key priorities and advice relating to rail matters in the North West.

#### 4. KEY ISSUES & RISKS

4.1 There will be no difference in the role of Local Transport Authorities compared to today (Local Transport Authorities can continue to give their own advice), and any proposals put forward by the NWRBU that have financial or risk implications will need further approval from member organisations. Officers will ensure that Council members are integrated within the formulation of advice and the setting of collective priorities for the North West and Lancashire through regular Executive Member briefings.

4.2 There are also no changes to rights, responsibilities or accountabilities of existing rail industry partners, and any rights Local Transport Authorities have under the existing Franchise Management Agreement between Local Transport Authorities, Transport for the North and Rail North Partnership.

#### 5. POLICY IMPLICATIONS

5.1 Membership of the NWRBU for Rail, and having a greater voice on rail matters in the region, will help the Council to deliver on the vision, missions and ambitions it has set out in the new Corporate Plan (2023-27), its emerging new Local Plan (2021-2037), and the new Local Transport Plan (LTP4). It will also support the Transport and Infrastructure theme work relating to Lancashire 2050.

#### 6. FINANCIAL IMPLICATIONS

6.1 There are no direct financial implications arising from this report.

#### 7. LEGAL IMPLICATIONS

7.1 There are no new legal implications arising directly from this report, but subject to the terms of the collaboration agreement.

#### 8. RESOURCE IMPLICATIONS

8.1 Membership of the NWRBU is expected to be managed within existing service structures and officer resource with no additional dedicated resource requirement.

#### 9. EQUALITY AND HEALTH IMPLICATIONS

**Please select one of the options below. Where appropriate please include the hyperlink to the EIA.**

Option 1  Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2  In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. *(insert EIA link here)*



Option 3  In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. *(insert EIA attachment)*

## 10. CONSULTATIONS

10.1 Transport for Greater Manchester, as lead Local Transport Authority, has consulted extensively with partner authorities throughout the development of the proposals. Blackburn with Darwen Council has provided input to both initial business planning and collaboration agreement principles setting via Lancashire County Council's Rail Development Manager.

10.2 The creation of a NWRBU for Rail has also been referenced within conversations with government regarding the emerging 2050 Lancashire devolution framework.

## 11. STATEMENT OF COMPLIANCE

11.1 The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

## 12. DECLARATION OF INTEREST

10.1 All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded in the Summary of Decisions published on the day following the meeting.

<b>VERSION:</b>	<b>1</b>
-----------------	----------

<b>CONTACT OFFICER:</b>	<b>Darren Tweed (Strategic Planning and Transport Manager)</b>
	<a href="mailto:Darren.Tweed@blackburn.gov.uk">Darren.Tweed@blackburn.gov.uk</a>
<b>DATE:</b>	21 <sup>st</sup> June 2023
<b>BACKGROUND PAPER:</b>	N/A

## EXECUTIVE BOARD DECISION



<b>REPORT OF:</b>	Executive Member for Digital & Customer Services
<b>LEAD OFFICERS:</b>	Assistant Director, Chief Executives
<b>DATE:</b>	Thursday, 6 July 2023

<b>PORTFOLIO/S AFFECTED:</b>	All
<b>WARD/S AFFECTED:</b>	
<b>KEY DECISION:</b>	Y

**SUBJECT: EB BwD Staff Laptop Provision**

### 1. EXECUTIVE SUMMARY

This report provides an update on the current position regarding laptop provision for employees and future requirements. It also seeks approval from Executive Board for the funding required for future provision.

### 2. RECOMMENDATIONS

That the Executive Board:

1. Notes the contents of this report
2. Approves the resources required to prevent a gap in supply - a capital budget of £700,000 for 2023/24 and a further £700,000 for 2024/25.
3. Approves the procurement of the new devices and services through the Crown Commercial Services (CCS) RM6068 framework for technology products and associated service lot 2.

### 4. BACKGROUND

Like all organisations, the Council is entirely reliant on the use of Information Technology to undertake its daily operational tasks. Whilst there are employees who have no need to use technology directly, the majority of employees use a laptop for their daily work. With all equipment it is necessary to replace it as it degrades, ages or fails. Technology has played a key role in our ability to administer Council work for many years, ensuring we can collect income and communicate effectively. However, digital services are now a critical component in providing care to our most vulnerable residents together with supporting our growth and place agenda. To make sure we are able to do this work reliably and securely we must ensure that our employees have equipment that is reliable and fit for purpose. This report outlines the funding requirement to do this for laptops that are now reaching the end of their useful life. There will subsequently be a planned transition to a different method of laptop management to deliver better value for the Council. As the costs attached to this activity are

considerable, it is important to make worthwhile gains through any small improvement we make in the value we drive from our activity.

The department is seeking approval to tender this through CCS which is an executive agency and trading fund of the Cabinet Office. This will be tendered through the RM6068 framework lot 2 which is for hardware and associated services. The framework includes 36 suppliers including all the main suppliers to the public sector.

The tender will be evaluated in accordance with the following criteria;

Social Value – 15%

Price – 50%

Quality – 35%

Due to the condition of the current estate it is likely that an interim order for some devices will need to be placed until the main contract is put in place, this will be done in conjunction with the Council's procurement department.

## 5. KEY ISSUES & RISKS

### ***Current Position***

At BWDBC, we have in the region of 2,105 laptops in use. Many were purchased and deployed during the Covid-19 pandemic when employees had to switch to home working. These laptops will reach the end of their useful life in the next two years. Prior to the Covid-19 pandemic, laptops had been procured in large batches, many hundreds at a time. But there has never been a strategic approach to device acquisition. The outcome is suboptimal and may cost the council more money than is necessary. The following examples illustrate this point;

- We have many models and types of laptops depending on what was available at the time.
- They are purchased on a variety of arrangements from different suppliers.
- Laptop warranties range from none; 1 year to 3 years.
- The asset management processes need to be enhanced.
- Some employees have been provided with a high specification laptop even if a lower specification would suffice due to the unavailability of their required specification.

An important consideration is the capability of an enterprise device to support a version of Windows that is secure. During 2025 our existing version of Windows will no longer receive security updates and protection and so older devices will become insecure. We will need to move to later versions of Windows and our stock of laptops in use will need to support that deployment.

Over the last few months we have been working to recycle older equipment that had been returned to the IT team as non-functional. We had over 100 devices waiting to be investigated. We have now exhausted that supply by repairing and returning to use the salvageable devices. This has already avoided significant costs for the Council. We are now at a stage where some employees' equipment is at the end of its life and needs replacing.

Going forward, we are creating a Client Strategy that will more correctly match the needs of employees to the available devices. Thereby, allowing devices to be procured at best value. We will

create strategic supplier relationships to improve warranty performance and deploy more effective device management processes. This device strategy will be based on business analysis which is due to take place later in the year. This work will better define what type of equipment our employees need and how we can most cost effectively meet those needs.

There is no available financial resource to purchase new equipment and there is no repairable equipment left to salvage. There is therefore a financial requirement to continue to meet employees' needs going forward to ensure our employees can continue to do their work efficiently.

### **Financial Requirement**

During 2023/24 we expect 790 laptops to be replaced, followed by a further 823 during 2024/25. It is estimated that each laptop will cost an average of £750 to replace.

This includes:

- The procurement of the device together with shipping, receipting and secure storage.

There will be further costs associated with a range of project activities as follows.

- The installation of Windows, security suite and software packages. (On this scale may include some employee requirement).
- Asset management and protection tagging. (On this scale may include some employee requirement).
- Distribution (On this scale may include some employee requirement).
- Further parts and equipment where we find older devices we can continue to resurrect with replacement parts.

The funding requested will be used predominantly for new laptop procurement with some modest amounts directed to parts procurement to keep salvageable equipment operating and any temporary employees required for a large deployment exercise.

## **6. POLICY IMPLICATIONS**

The refresh of the equipment will support the delivery of the Council's Digital Strategy to refreshing technology that is outdated and does not meet the Council's needs. A Client Strategy will be developed in due course to ensure employees receive a laptop which is appropriate to their needs.

## **6. FINANCIAL IMPLICATIONS**

To prevent a gap in supply an estimated £700,000 will be required in 2023/2024 and £700,000 in 2024/25. This is to be funded from the Capital ICT earmarked reserves.

## 7. LEGAL IMPLICATIONS

All procurement and contract activity in connection with the details in this report will be carried out in accordance with the relevant parts of the Council's constitution and legislation.

## 8. RESOURCE IMPLICATIONS

Any impact on existing employees from delivering this programme will be mitigated through work planning and project prioritisation.

## 9. EQUALITY AND HEALTH IMPLICATIONS

Please select one of the options below. Where appropriate please include the hyperlink to the EIA.

Option 1  Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2  In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. (*insert EIA link here*)

Option 3  In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. (*insert EIA attachment*)

## 10. CONSULTATIONS

Consultations will be undertaken with service areas and will continue in order to determine the most appropriate devices for employees to carry out their roles in the Council.

## 11. STATEMENT OF COMPLIANCE

The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

## 12. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded in the Summary of Decisions published on the day following the meeting.

**VERSION:** 1

<b>CONTACT OFFICER:</b>	<b>Corinne McMillan</b>
<b>DATE:</b>	6 <sup>th</sup> July 2023
<b>BACKGROUND PAPER:</b>	Replacement of IT Laptops and Desktop Estate Exec Board June 2018

## EXECUTIVE BOARD DECISION



<b>REPORT OF:</b>	Executive Member for Growth and Development
<b>LEAD OFFICERS:</b>	Strategic Director of Growth & Development
<b>DATE:</b>	Thursday, 6 July 2023

<b>PORTFOLIO/S AFFECTED:</b>	Growth and Development
<b>WARD/S AFFECTED:</b>	(All Wards);
<b>KEY DECISION:</b>	Y

**SUBJECT:** Lancashire and Blackburn with Darwen Electric Vehicle (EV) Charging Infrastructure Strategy

### 1. EXECUTIVE SUMMARY

1.1 In August 2022 Lancashire County Council (LCC) and Blackburn with Darwen (BwD) Borough Council commissioned Atkins (in collaboration with Field Dynamics) to prepare an EV Charging Infrastructure (EVCI) Strategy. The completed LCC & BwD strategy (which looks to 2030) is attached as Background Paper 1 of this report.

The EVCI strategy proposes the following vision:

*‘to deliver appropriate, accessible, and equitable EV charging provision across Lancashire and Blackburn with Darwen, in collaboration with commercial operators, to meet the expected growth in EV usage and demand from residents, businesses and visitors without access to off-street charging’*

1.2 The EVCI Strategy is to be supported and delivered through a number of key objectives which relate to: Coordination; Planning; Funding and models; Deployment; Monitoring; and Awareness and Capabilities. An action plan set out in the Strategy provides more detailed actions under each of these key objectives, as well as a proposed means to review and check progress in future years against delivery and requirements due to the recognised, inherent uncertainties in modelling the overall level of demand for EVs.

1.3 The EVCI Strategy suggests that, based on current available information, an additional 259 chargepoints will be required in BwD by 2026, increasing to 825 by 2030. The Government is providing new funding to Tier 1 Local Authorities to help support and deliver this work through the Local Electric Vehicle Infrastructure (LEVI) Fund. Both revenue and capital funding is being offered, further details of which are set out in this report.

1.4 Changes to national building regulations (Part S) in summer of 2022 mean that most new developments must provide EV charging facilities as part of their design. This includes not just new residential developments but ‘change of use’ and new non-residential properties including retail and commercial builds. The EVCI Strategy therefore aims to primarily address the needs of those *without*

access to off-street charging provision.

## 2. RECOMMENDATIONS

### 2.1 That the Executive Board:

1. Endorses the Lancashire and Blackburn with Darwen Electric Vehicle Charging Infrastructure (EVCI) Strategy (Background Paper 1);
2. Notes the proposed funding arrangements for helping with implementation of the EVCI Strategy and associated action plan through the Local Electric Vehicle Infrastructure (LEVI) fund); and
3. Authorises the Strategic Director for Growth & Development, in conjunction with the Executive Member for Growth and Development, to approve the development and delivery of the action plan.

## 3. BACKGROUND

3.1 Lancashire County Council and Blackburn with Darwen Borough Council are seeking to help support the needs of existing EV drivers in the Borough, and facilitate the anticipated rates of increased adoption of EVs. Completion and implementation of an EVCI Strategy is a key part of this work. Having an evidence-based strategy in place will give clear direction to the future deployment of infrastructure across the Borough. The Strategy looks at helping to increase the provision of 'on-street' chargepoints, to encourage those residents without any ability to park off-street, to transition to an EV. It also considers the likely requirements for 'destination' chargepoints, and will help to encourage and direct private investment where it is available.

3.2 In August 2022, the two authorities commissioned Atkins (supported by Field Dynamics) to help prepare the EVCI strategy. Blackpool Borough Council has already progressed its own EV strategy.

3.3 The commission has involved two distinct packages of work:

### **Work Package 1 - Background context.** This included:

*A Rapid Evidence Review* - understanding of the wider context in which the Strategy sits. A literature review, focusing on UK, regional and local policies and strategies, was completed. This informed the understanding of which targets, aims and objectives the Strategy should be supporting.

*Local Authority Engagement* - engagement with all Council representatives (inc. BwD, LCC and its districts) was conducted in the form of three workshops and a follow-up survey. This enabled a full understanding of the predisposition of different places in Lancashire to the adoption of EVs, existing provision, and the difference priorities for the strategy and demand-zoning activities (see Work Package 2).

The full findings of Work Package 1 are set out in *Section 3: Background Context*, and *Section 4: Current Electric Vehicle and Charging Infrastructure Provision*, of the Strategy (provided as Background Paper 1).

### **Work Package 2 – Demand Modelling.** This included:



**Planning Horizon** - provides a point in time and size of the total expected EV fleet (not referring to commercial fleets, but the total number of vehicles across the Borough) to plan for. This uses the National Grid's 'Future Energy Scenarios – Consumer Transformation' adoption curve (see Figure 5-7 of Background Paper 1). The Planning Horizon provides a number of benefits including: a common goal to focus on; a common forecast for multiple projects; a substantive research point to aid stakeholder engagement; and a reference point to compare evolving behaviours.

**Scale of Challenge** - having established a predicted EV fleet size, understanding the size of the public charging infrastructure required to support that fleet gives the 'scale of challenge'. Charging infrastructure for large commercial vehicles has not been considered. Charging behaviours (see Figure 5-3 below) are used to consider the number of different driver types in the Borough to help provide better local perspective and context for short to medium term investment decisions.

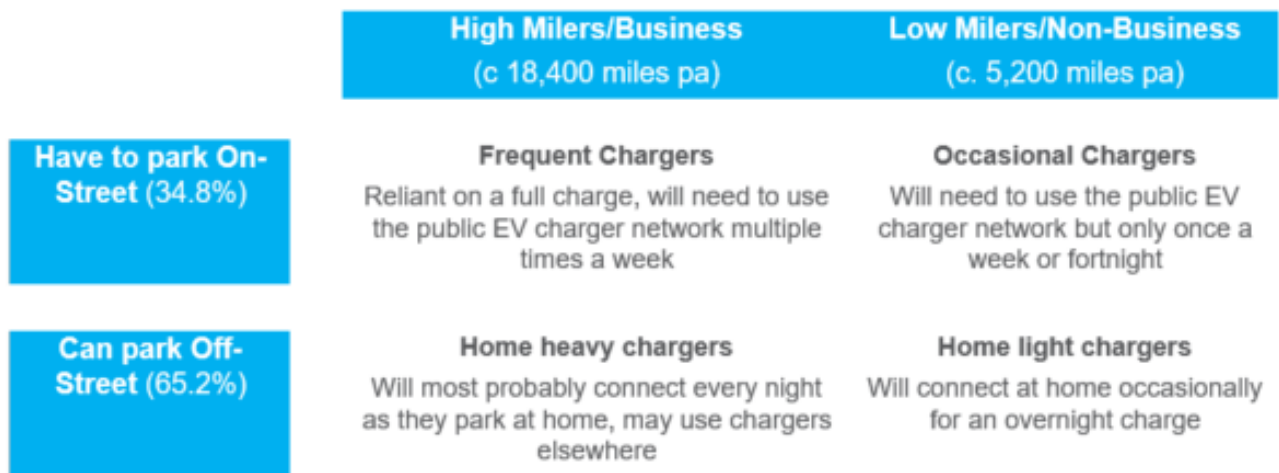


Figure 5-3 - Overview of charging behaviours

**Demand Zoning** - residents that have off-street parking and can install a home charger will be far less reliant on any public chargers than those that cannot. Therefore, it is beneficial to zone small areas of each borough/district based on general levels of need and access. Demand zoning does this and identifies five different zone types.

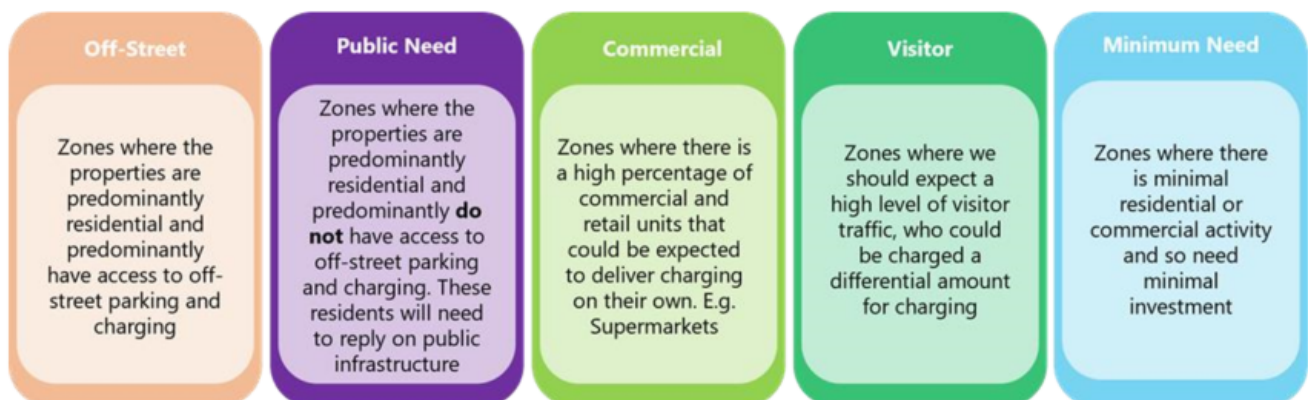


Figure 5-8 - Zone type descriptions

The full findings of Work Package 2 are set out in *Section 5: Future EV Deployment* of the EVCI Strategy. A map of the whole Borough, and its classification into the above zone types is set out in the strategy as *Figure 5-9 - Blackburn with Darwen Zoning Map*. A number of priority zones are also identified which house the largest proportions of on-street parking provision (implying higher levels

of public need). These are suggested as initial locations to target any early work on feasibility and site identification for on-street chargepoints.

### **Scale of EV chargepoint provision (existing and projected)**

- 3.4 The EVCI Strategy confirms that BwD currently has 46 publicly available chargers (listed on the National Chargepoint Registry as at January 2023). Ten of these chargepoints were installed by the Council in its public car parks and Business Centres through the Local Transport Plan programme. A small number are 'rapid' chargers, located in forecourts and capable of delivering a full charge in 30 minutes. The remainder are mainly 'destination' chargepoints located in, for example, supermarket car parks.
- 3.5 The results of the demand modelling exercise summarised above, suggests that an additional 259 charge points will currently be expected to be required in BwD by 2026, and 825 by 2030. Around 70-75% of these should be 'nearby' chargers, which are those within a reasonable walking distance of a household (typically around 5 minutes) – many of these will be on-street and required in the areas of public need as set out in the zone type descriptions above. The remaining chargepoints will be expected to be provided at a combination of 'primary' and 'secondary' locations: primary locations are those visited for the primary purpose of charging a vehicle (such as a forecourt); secondary locations are those where the user will visit for some other primary purpose (such as a supermarket or leisure centre) and where charging is a secondary purpose (also referred to as 'destination' chargepoints above).

The exact type, number and location of charging locations required in any area will be subject to a number of variables including: adoption rates; charging behaviours; parking space; grid capacity availability; and local policy decisions. As such the Council will review these figures annually.

Completion of the above work packages has led to the development of the following vision and key objectives:

#### **EVCI Strategy Vision**

To deliver appropriate, accessible, and equitable EV charging provision across Lancashire and Blackburn with Darwen, in collaboration with commercial operators, to meet the expected growth in EV usage and demand from residents, businesses and visitors without access to off-street charging.

#### **EVCI Objectives**

- Coordination - to effectively coordinate EVCI deployment activities – more of an issues for LCC and its Districts and establish a pan-Lancashire EV Working Group.
- Planning – to identify the optimal locations for chargepoints that recognises the local, regional, and national policies and the demographics of BwD and Lancashire.
- Funding and models – to determine the best operating and funding models, and to secure Government funding for infrastructure.
- Deployment – to deploy an additional 6,661 chargepoints (across the public and private sectors) throughout Lancashire and 825 across Blackburn with Darwen by 2030, assuming no major changes to the underlying assumptions.
- Monitoring – to implement monitoring, evaluation, and feedback activities to build a better understanding of actual charging usage and behaviour, EV uptake and user feedback, to inform regular reviews and updates to the Strategy.
- Awareness and capabilities – to increase awareness, understanding and capabilities in EVCI to support the roll-out and operational aspects.

The EV Strategy develops each of the key objectives further into a series of more specific actions and recommendations which will be taken forward by the Council, once dedicated resource is secured. Actions are set out in full in Section 7.2 of the EVCI. These recognise that EVs and their associated charging infrastructure are rapidly evolving and therefore the identified actions will need regular review. The Energy Saving Trust (EST) has provided guidance and support to LCC and BwD on the deployment of EV infrastructure and have been involved with the drafting of the Strategy. They will continue to provide support to the Council as appropriate.

### **Funding/Delivery**

3.6 The Department for Transport (DfT) has recently announced that, following an initial Local EV Infrastructure (LEVI) Pilot, £343m capital and £37.8m resource funding will be made available to local authorities nationally over the next 2 financial years through the LEVI Fund to accelerate chargepoint provision. The LEVI Fund builds on the existing On-Street Residential Chargepoint Scheme, and its aim is to help deliver a step-change in the deployment of local, primarily low power, on-street charging infrastructure. It is intended to primarily benefit those without off-street parking and to accelerate the commercialisation of, and investment in, the local charging infrastructure sector.

BwD has been informed that its allocation is for up to £1.6m for capital, and up to £360k revenue funding for resource over this 2 year period. The Council has proposed how it will use the revenue funding to provide a dedicated staffing resource and awaits confirmation of the total amount to be awarded. It has also submitted an Expression of Interest for capital funding, indicating that it will be seeking funds in the 2024/25 financial year once scheme proposals have been sufficiently progressed.

3.7 The EVCI Strategy and its associated action plan will be delivered within the context of other relevant plans and policies such as the Local Transport Plan and the emerging new Blackburn with Darwen Local Plan (2021-2037). The Council will incorporate the chargepoint requirements identified in the EVCI Strategy within the new Local Plan's Infrastructure Delivery Plan (IDP). It will also provide further detail in the proposed Sustainable Transport and Movement Supplementary Planning Document (SPD).

## **4. KEY ISSUES & RISKS**

4.1 The Council has an existing contract with Swarco UK Ltd to operate and maintain its public chargepoints. This agreement runs until 31st March 2024. Adoption of this EVCI Strategy, and securing of dedicated pump-priming resource for EV chargepoint-related work alongside it, will help ensure that the Council can begin to progress an appropriate succession model for the procurement, deployment and operation of chargepoints in the future. The Council will use the National EV Insight and Strategy (NEVIS) programme, delivered by Cenex, to receive appropriate procurement support. NEVIS is in place to support Local Authorities with reliable, independent, up-to-date information on EVs and EV Infrastructure and appropriate commercial models that maximise private sector investment.

4.2 With the Council intervening in an area that the market also operates, there is a risk of duplicating provision of chargepoints and their underuse – the EVCI Strategy seeks to avoid this through co-ordination and collaboration, working with businesses which may already have EV charging strategies to reduce any potential overlap.

## **5. POLICY IMPLICATIONS**

5.1 Adoption of the Council's new EVCI Strategy is an important local step towards preparing for the phasing out of new petrol and diesel cars by 2030, proposed by Government ([Taking Charge: the electric vehicle infrastructure strategy](#)). Implementation of the EVCI Strategy, and creation of a well-planned and

integrated charging and fuelling network, will help to accelerate the uptake of EVs in the Borough. This in turn will help in decarbonising the local transport system, supporting the Council's Climate Emergency Action Plan.

5.2 The need for providing improved on-street charging in residential areas without off street parking, and charging at destinations such as retail and leisure centres, was already identified in the [Lancashire Net Zero Pathways report](#) (March 2022). However the Council's EVCI Strategy identifies specific numbers of charge points, and identifies priority areas to consider further feasibility work. A total of 259 charge points is identified as being required in BwD by 2026, and 825 by 2030.

## 6. FINANCIAL IMPLICATIONS

6.1 There are no direct financial implications on Council finances from adoption of the EVCI Strategy. Any financial implications related to capital schemes will be reported in future reports or through Exec Member decisions.

## 7. LEGAL IMPLICATIONS

7.1 There are no direct legal implications for the Council from adoption the EVCI Strategy. One of the actions arising is to 'identify appropriate model for delivery and procurement routes' and this will be undertaken in accordance with relevant Council procedures.

## 8. RESOURCE IMPLICATIONS

8.1 Implementation of the strategy and action plan will be subject to significant external funding – both public and private investment. The Government is initially providing funding through its LEVI programme, with both revenue and capital funding streams on offer. LEVI funding is primarily targeted at addressing the need for EV charging in areas with lower levels of residential off-street parking, as EV owners who park on-street will need to rely more heavily on the public charging network.

8.2 Revenue - the Council has been awarded up to £360k revenue (Capability funding) for increasing internal resource/capacity over the three year period 2022/23, 2023/24 and 2024/25 for delivery and management of EV charge points. The Council submitted a pro-forma setting out how the funds will be used in BwD, and currently awaits confirmation of the full amount awarded. At a minimum, a new full-time post (Net Zero Project Manager) in Highways is expected to be created as the central point of contact for this programme, with additional resource and support provided from the Growth and Development depending upon the final amount awarded.

8.3 Capital - the Council has submitted an expression of interest (Eoi) for up to £1.6m of allocated capital funding to help deliver new charge points on the ground. These will aim to be brought forward, subject to sufficient levels of funding, in line with the requirements for charge points set out in the EVCI Strategy.

## 9. EQUALITY AND HEALTH IMPLICATIONS

**Please select one of the options below. Where appropriate please include the hyperlink to the EIA.**

Option 1  Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2  In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. *(insert EIA link here)*

Option 3  In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. *(insert EIA attachment)*

## 10. CONSULTATIONS

10.1 The EVCI Strategy has been informed by a wide-ranging evidence base, dialogue with key services, and prepared in consultation with key stakeholders in BwD and across Lancashire, and with national bodies such as the Energy Saving Trust. A combination of engagement workshops and follow up surveys have been used.

10.2 The Strategy highlights the need for further engagement to take place, notably with the District Network Operator (DNO), Electricity Northwest. When specific locations for new chargepoints are identified, and schemes drawn up, public consultation will also be expected to take place prior to any delivery of schemes.

## 11. STATEMENT OF COMPLIANCE

11.1 The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

## 12. DECLARATION OF INTEREST

12.1 All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded in the Summary of Decisions published on the day following the meeting.

**VERSION:** 1

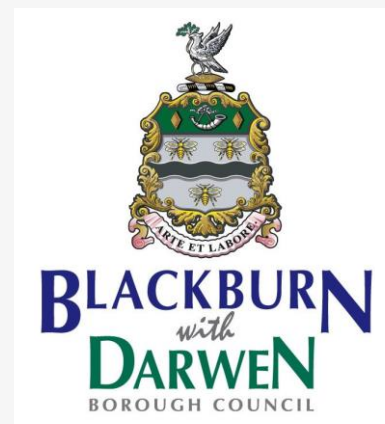
<b>CONTACT OFFICER:</b>	<b>Darren Tweed (Strategic Planning and Transport Manager)</b> <a href="mailto:Darren.tweed@blackburn.gov.uk">Darren.tweed@blackburn.gov.uk</a>
<b>DATE:</b>	6 <sup>th</sup> June 2023
<b>BACKGROUND PAPER:</b>	1. Lancashire County Council and Blackburn with Darwen Borough Council EV Infrastructure Strategy

# Lancashire and Blackburn with Darwen Electric Vehicle Infrastructure Strategy

## Electric Vehicle Infrastructure Strategy

Lancashire County Council and Blackburn with Darwen Borough Council

May 2023



## Notice

This document and its contents have been prepared and are intended solely as information for Lancashire County Council and Blackburn with Darwen Borough Council and use in relation to this Strategy Document. Atkins Limited assumes no responsibility to any other party in respect of or arising out of or in connection with this document and/or its contents.

This document has 37 pages including the cover.

## Document history

Document title: Electric Vehicle Infrastructure Strategy

Revision	Purpose description	Originated	Checked	Reviewed	Authorised	Date
1.0	For Issue	MF, NS	JB	FS	FS	28/11/2022
1.1	Updated Version	NS	MF	FS	FS	20/12/2022
1.11	Final Version	NS	MF	FS	FS	27/01/2023
2.1	Revised Final Version	NS	FS	FB		18/05/2023
2.2	Revised Final Version with minor updates	FS	FB	FB	FS	06/06/2023
2.3	Revised Final Version	FS	FB	FB	FS	13/06/2023

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# 1. Executive Summary

Atkins, in collaboration with Field Dynamics, was commissioned by Lancashire County Council (LCC) and Blackburn with Darwen Borough Council (BwD) to understand the need for Electric Vehicle Charging Infrastructure (EVCI) across the region and to develop an EVCI strategy that would support the needs of EV drivers and facilitate the increased adoption of Electric Vehicles (EVs).

The aim of this strategy is to provide clear direction and transparency to the deployment of electric vehicle infrastructure across Lancashire and Blackburn with Darwen. It presents a summary of the analysis work, estimates the projected future demand for EV charging infrastructure and sets out recommendations and action to deliver the vision:

To deliver appropriate, accessible, and equitable EV charging provision across Lancashire and Blackburn with Darwen, in collaboration with commercial operators, to meet the expected growth in EV usage and demand from residents, businesses and visitors without access to off-street charging.

The objectives to achieve this vision are:

- to effectively coordinate EVCI deployment activities at county and district levels and establish an EV Working Group
- to identify the optimal locations for chargepoints that recognises the local, regional, and national policies and the demographics of the county.
- to determine the best operating and funding models, and to secure government funding for public infrastructure
- to deploy 6,655 chargepoints (across the public and private sectors) throughout Lancashire and 825 chargepoints across Blackburn with Darwen by 2030, assuming no major changes to the underlying assumptions
- to implement monitoring, evaluation, and feedback activities to build a better understanding of actual charging usage and behaviour, EV uptake and user feedback, to inform regular reviews and updates to the strategy
- to increase awareness, understanding and capabilities in EVCI to support the roll-out and operational aspects

Opportunities will also be sought to reduce emissions that electric vehicles offer and mitigate the impact of EV charging infrastructure on the local and national grid. This could be achieved by encouraging and promoting the use of renewable energy for EV charging, encouraging 'off-peak' usage, and exploring technical options to manage grid demand such as battery storage and load balancing.

Engagement with Lancashire district representatives highlights the importance of a joined-up approach to EV infrastructure rollout, as well as close engagement between the districts within Lancashire. A coordinated approach across all stakeholders, including Distribution Network Operators and industry, will be beneficial to ensure charging provision is fit for purpose and located most appropriately.

Modelling of future demand estimates that by 2030, a total of 244,728 vehicles will be electric in Lancashire, representing 36% of all cars and vans.

For Lancashire, it is estimated that there will be a need for a total of 6,655 **chargepoints to support a current projected fleet<sup>1</sup> of 245,000** vehicles by 2030. For Blackburn with Darwen over the same timeframe, it is estimated that there will be a need for **825 chargepoints to support an estimated fleet of 30,000** vehicles.

<sup>1</sup> The term 'fleet' is used throughout this report to describe the total number of electric vehicles (cars and vans) that will require the use of charging infrastructure, including both private and company vehicles.

Interim projections for 2026 have also been determined, with the required infrastructure provision split by three infrastructure types:

- ‘Nearby’ - a chargepoint that is within a reasonable walking distance of a household, typically this could be around 5 minutes.
- ‘Primary’ - a chargepoint that is visited for the primary purpose of charging.
- ‘Secondary’ - a chargepoint that is visited for some other primary purpose, where charging is a secondary purpose (for example charging whilst shopping).

The modelling analysis work and projections are discussed in Section 6 of the strategy and summarised below. For Lancashire, these projections are:

Year	Nearby	Primary	Secondary	Total
2026	1576	93	491	2160
2030	4871	272	1512	6655

For Blackburn with Darwen, these projections are:

Year	Nearby	Primary	Secondary	Total
2026	189	11	59	259
2030	606	36	183	825

The exact type, number and location of chargers are subject to considerations such as charging behaviours, parking space and grid capacity available, as well as policy decisions. These aspects are considered at a high level as part of this strategy work but will require further exploration at a local level.

As this strategy is adopted it will be important to regularly review these projections to validate the assumptions, consider any future technology changes and updates to national and regional policy and the impact on EV uptake and provision of EV charging infrastructure.

## 2. Introduction

Lancashire County Council (LCC) and Blackburn with Darwen Borough Council (BwD) are taking action to address the need for electric vehicle infrastructure within the region. LCC and BwD are looking to support the demands of electric vehicle (EV) drivers, whilst providing an effective use of public funds. Atkins, with the support of Field Dynamics, was commissioned to support this activity by investigating the context, engaging with district representatives, and conducting a demand modelling exercise to develop an electric vehicle charging infrastructure (EVCI) strategy that gives clear direction and transparency to the deployment of electric vehicle infrastructure across Lancashire and Blackburn with Darwen. The project was split into two work packages, with this report following the same structure:

### Work Package 1 - Background Context

- **Rapid Evidence Review**

This focused on understanding the context in which this strategy sits. A literature review, focusing on UK, regional and local policies and strategies, was conducted to provide an understanding of which targets, aims and objectives the strategy would need to support.

- **District Engagement**

Engagement with district representatives was conducted. This took the form of three workshops and a follow-up survey. Such engagement enabled the districts to input their priorities into the strategy and demand-zoning activities whilst also allowing the project team to understand the predisposition of different districts to adoption of EVs.

### Work Package 2 - Demand Modelling

This involved conducting a demand modelling exercise into the future charging provision, conducted by Field Dynamics. This work involved the first three stages of the Field Dynamics JumpStart process. JumpStart is a data driven, structured and proven approach that builds an evidence foundation specific to regional needs. It progresses through several stages where key national data sets are adapted around the needs of an authority. The outputs are then combined and presented in such a manner that they can be used for future analysis, including comparison with other forecasting tools, such as Transport for the North's EV Charging Infrastructure Framework and the Cenex National EV Insights and Strategy (NEVIS) tool.

The three stages of the JumpStart process used are as follows:

- **Planning Horizon**

A Planning Horizon provides the point in time and size of the total EV fleet to plan for. It is established by selecting an adoption curve and a date along that curve from which an adoption rate can be read and expected EV fleet size predicted. The Planning Horizon provides a number of benefits including:

- A common goal to focus on
- A common forecast for multiple projects
- A substantive research point to aid stakeholder engagement
- A reference point to compare evolving behaviours

- **Scale of Challenge**

Having established a predicted EV fleet size, the next step is to understand the size of the public charging infrastructure required to support that fleet. Charging infrastructure for large commercial vehicles has not been considered. Without mainstream adoption, it is impossible to accurately predict the shape of future infrastructure, but it is possible to shape a Scale of Challenge. This Scale of Challenge provides perspective and context for short to medium term investment decisions.

- **Demand Zoning**

Residents that have off-street parking and can install a home charger will be far less reliant on any public chargers than those that cannot. Therefore, it is beneficial to zone a region based on need and access. Demand zoning does this and splits the region into 5 zone types. Evidence based zoning enables the prioritisation of investment based on clear robust data and evidence those decisions clearly

to various stakeholders. The zoning identifies the location of different demand profiles but acknowledges that supply may be sited outside of these zones.

## 3. Background Context

This section provides the background policy and strategy context, supplemented with the engagement of Lancashire district representatives to understand the landscape from a qualitative perspective.

### 3.1 Policy Context

National, regional and local documents have been considered and reviewed to highlight any policies or objectives that could impact the development of this strategy.

The policy documents that have been reviewed fall into three categories, as follows:

- UK-wide – Policies or relevant documents that apply to the whole of the UK (unless otherwise specified), including those published by the UK Government;
- Regional – Policies or relevant documents that apply to the North of England only; and
- Local – Policies or relevant documents published by local authorities or councils in Lancashire.

#### 3.1.1. National

At UK level, there are key policy, guidance and activities that will impact the deployment of EVCI within Lancashire (the area covered by the districts described in Section 4.2) and Blackburn with Darwen. These include the following:

- As described in '[Taking Charge: the electric vehicle infrastructure strategy](#)', published by UK Government, the sale of new petrol and diesel cars and vans will be phased out by 2030. As such, local governments will be asked to develop chargepoint strategies and scale up the rollout of public chargepoints on local streets. In addition, the Government will regulate and provide guidance to make sure chargepoints are reliable and easy to use. The private sector will also have a critical role to play regarding the provision of infrastructure.
- [Decarbonising Transport: A Better, Greener Britain](#) (Department for Transport, 2021) sets out the strategic objectives and commitments designed to cut carbon from transport. Accelerating a modal shift to public transport and active travel is the top priority. Increasing the share of journeys undertaken by walking, cycling, or public transport may influence EV take-up and therefore the number of chargepoints required.
- The process and cost of connecting charging infrastructure to the electricity network can be a major barrier to roll-out. The Government is working with Ofgem and others to make getting new connections as timely, efficient, and affordable as possible. Through its '[Access and Forward-Looking Charges Review](#)' (published May 2022), Ofgem is consulting on whether more, or all, of the costs associated with a new connection could be socialised across energy bill payers, reducing the costs for the connecting customers.
- The Energy Saving Trust [Local Government Support Programme](#) is funded by the Department for Transport to assist local authorities, share knowledge and expertise and directly support the development of more EV infrastructure delivery plans and applications to the on-street scheme.
- Building on the £1.9 billion from the Spending Review 2020, the Government committed an additional £620 million to support the transition to electric vehicles through vehicle and charging infrastructure grants. The funding will support the rollout of charging infrastructure, with a particular focus on local on-street residential charging, and targeted plug-in vehicle grants. Government funding available is described further in Section 6.6.

National policy will be kept under review to ensure change is taken into account in the delivery of this strategy and action plan.

#### 3.1.2. Regional

There are objectives issued specifically for the North. Some of the overarching goals of Transport for the North [2] are as follows:

- A 56% reduction in emissions from 2018 to 2030, achieved mostly through mode-shift and demand reduction;

- A 96% reduction in emissions from 2018 to 2040, reflecting longer-term decarbonisation measures, such as a high proportion of zero-emissions vehicles in the vehicle fleet;
- Cut carbon emissions to almost zero by 2045 from surface transport in the North. This is a challenging benchmark reflecting the ambition of the partners and their desire to push further and faster than current national policy; and
- A total carbon budget of approximately 290 mega-tonnes of CO<sub>2</sub> from 2018 to 2050.

Additionally, the TfN EV Charging Infrastructure Framework seeks to develop an understanding of charging need by use of regional analytics. The framework's evidence base provides clarity regarding the scale and pace of implementation required across the region. Field Dynamics' modelling can be used by authorities to validate the framework through comparison of outputs.

### 3.1.3. Local

Most councils across Lancashire have agreed climate ambitions. Lancashire County Council has resolved to transition the Lancashire economy away from carbon by 2030 and Blackburn with Darwen Borough Council has declared a climate emergency and set an ambition to be net zero by 2030.

The [Lancashire Net Zero Pathways Options Report](#) provides an evidence-based assessment of Lancashire's carbon footprint and options for achieving net zero targets. The report highlights the importance of the following:

- Rapid application of identified mature technology measures and rapid ramp-up of roll-out across sectors.
- Rapid sourcing and rapid mobilisation of sufficient resources and funds to pursue targets.
- Support national roll out of Zero Emission Vehicles through roll out of well-planned and integrated charging and fuelling networks.
- Encouraging acceleration of ULEV uptake through measures including updates to public fleet requirements for suppliers, support for car clubs and corporate fleet updates, with the aim to accelerate EV uptake to the point that it is 6 months ahead of the national average by 2030 and 12 months by 2035.

Lancashire's fourth Local Transport Plan (LTP4), which is currently under preparation, will provide the basis for the county council's transport activities and programmes. LTP4 will be required to set out how the local area will deliver quantifiable carbon reductions (QCR) in transport. QCR guidance, being prepared by the Department for Transport, will help Councils to make long term, evidence-based plans for transport by considering the carbon impacts of them at the strategic planning stage. This will put sustainable forms of travel, such as walking and cycling and bus travel for longer journeys, at the forefront. Supporting the transition to EVs will also contribute to this strategic policy aim.

The policy context may change and will, therefore, be kept under review to ensure any changes are taken into account in the delivery of this strategy and action plan.

## 3.2. District Context

Lancashire is comprised of 12 districts councils, each of which have applied some degree of focus to EVCI provision. Some districts have begun installation of council-owned infrastructure via use of grant funding, whilst others have been working in collaboration with private companies to install chargepoints. District councils have generally focussed on council car parks and are now exploring their approach to wider deployment.

To facilitate a co-ordinated, joined-up approach, close engagement between the districts within Lancashire as part of the formal electric vehicle charging infrastructure rollout will be important. This could take the form of an EV Forum or Working Group and will ensure that strategies and development plans across the districts are coordinated, reducing infrastructure overlap.

## 4. Current Electric Vehicle and Charging Infrastructure Provision

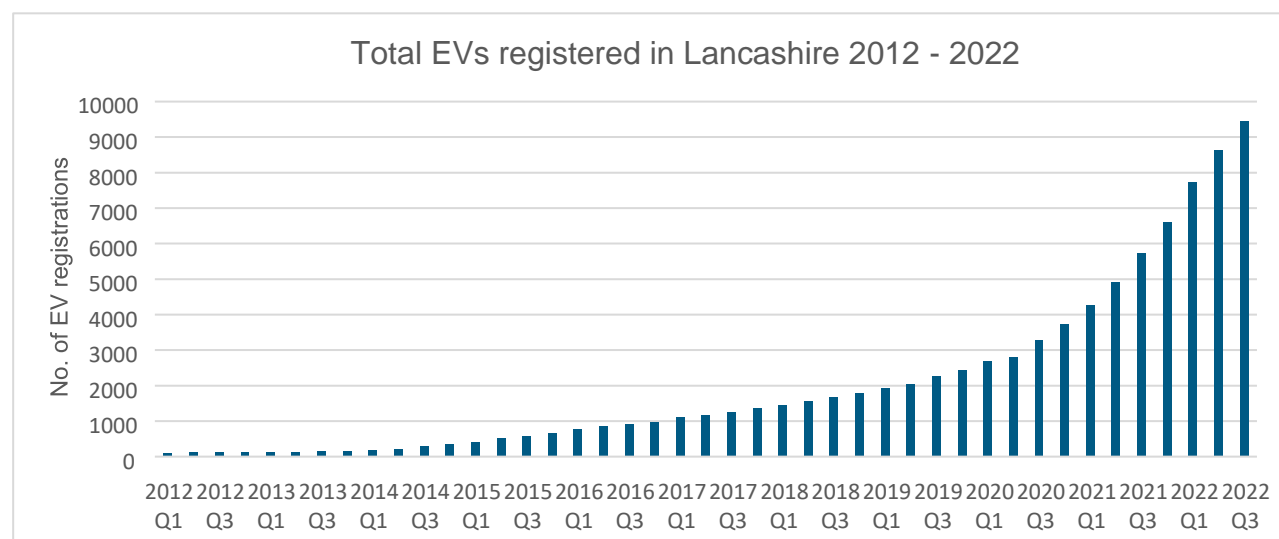
This section assesses the current regional position regarding EV uptake and associated infrastructure provision. This assessment is based on analysis of various data sources, such as those made available through the Department of Transport (DfT), the Driver and Vehicle Licensing Agency (DVLA), and the National Chargepoint Registry (NCR). It should be noted that there are known inconsistencies between the chargepoint quantity data recorded in the DfT and NCR datasets, as described subsequently. The purpose of determining the current uptake and infrastructure provision is to provide a reliable baseline from which future levels of infrastructure provision can be determined.

### 4.1 EV adoption within Lancashire and Blackburn with Darwen

Data from the DfT and DVLA shows that:

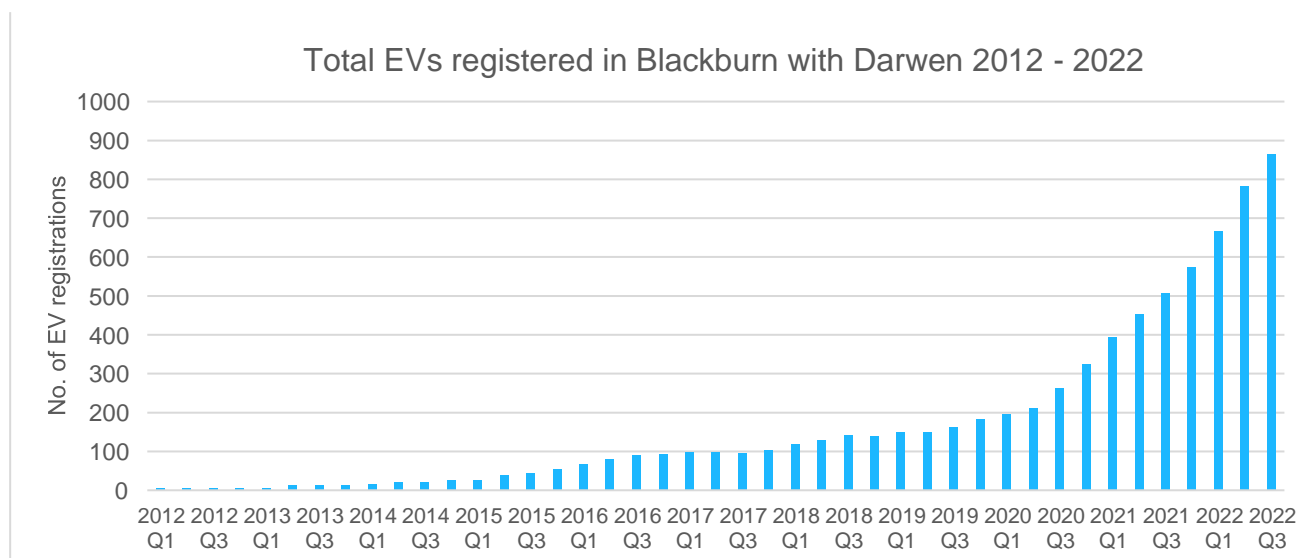
- Lancashire had a total of 9447 EVs registered as of December 2022 (excluding buses and HGVs).
- Blackburn with Darwen had a total of 865 EVs registered as of December 2022 (excluding buses and HGVs).

EV adoption has rapidly expanded across both Lancashire and Blackburn with Darwen over the past 10 years. Figure 4-1 and Figure 4-2 show the cumulative total number of EV registrations in Lancashire and Blackburn with Darwen between 2012 and 2022 [3].



**Figure 4-1 - Electric Vehicle Registrations in Lancashire 2012-2022 [3]**





**Figure 4-2 - Electric Vehicle registrations in Blackburn with Darwen 2012-2022 [3]**

## 4.2 EV Charging Infrastructure within Lancashire and Blackburn with Darwen

Charging points in the Lancashire and Blackburn with Darwen areas have been classified by charging speed based on the following criteria:

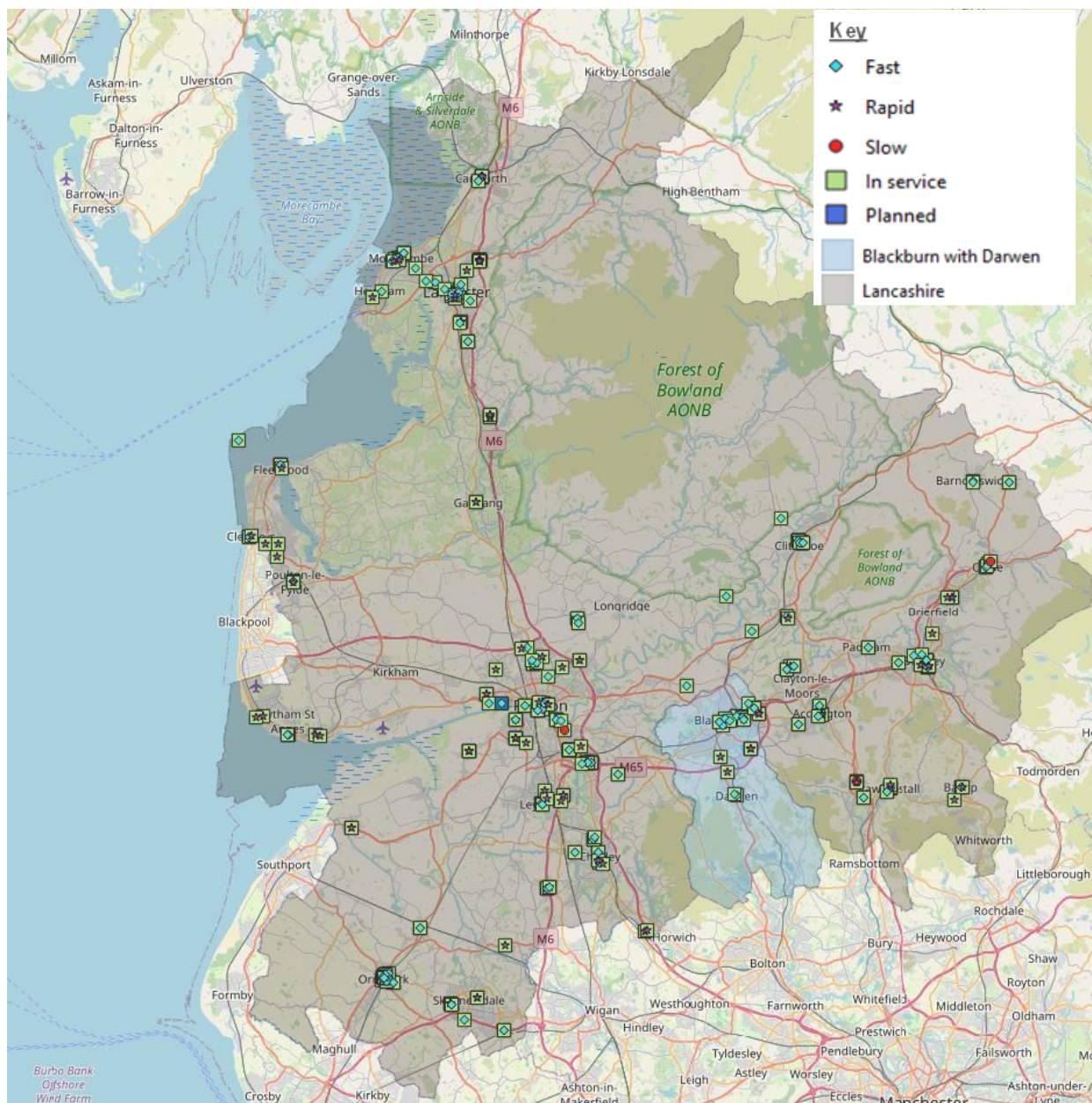
- Rapid – if at least one connector has a charging speed of >43kW;
- Fast – if at least one connector has a charging speed of >7kW and all connectors have charging speeds <43kW; and
- Slow – if all connectors have charging speeds <7kW.

Data from the DfT has been used to determine the existing provision of EV chargers in Lancashire and Blackburn with Darwen [4].

- There were a total of 497 publicly available chargers in Lancashire as of October 2022.
  - 144 of these chargers were classified as Rapid (29% of total chargers).
- There were a total of 46 publicly available chargers in Blackburn with Darwen as of October 2022.
  - 15 of these chargers were classified as Rapid (33% of total chargers).

The current EV infrastructure for Lancashire and Blackburn with Darwen has been modelled in QGIS mapping software as demonstrated in Figure 4-3. The data was obtained from the National Chargepoint Registry (NCR) on the 13 January 2023 and filtered for Lancashire and Blackburn with Darwen [5].

The boundaries for Lancashire and Blackburn with Darwen are represented by the grey and blue transparent background respectively. Each point in Figure 4-3 represents a charging point which has been categorised by charging speed (Fast, Rapid or Slow).

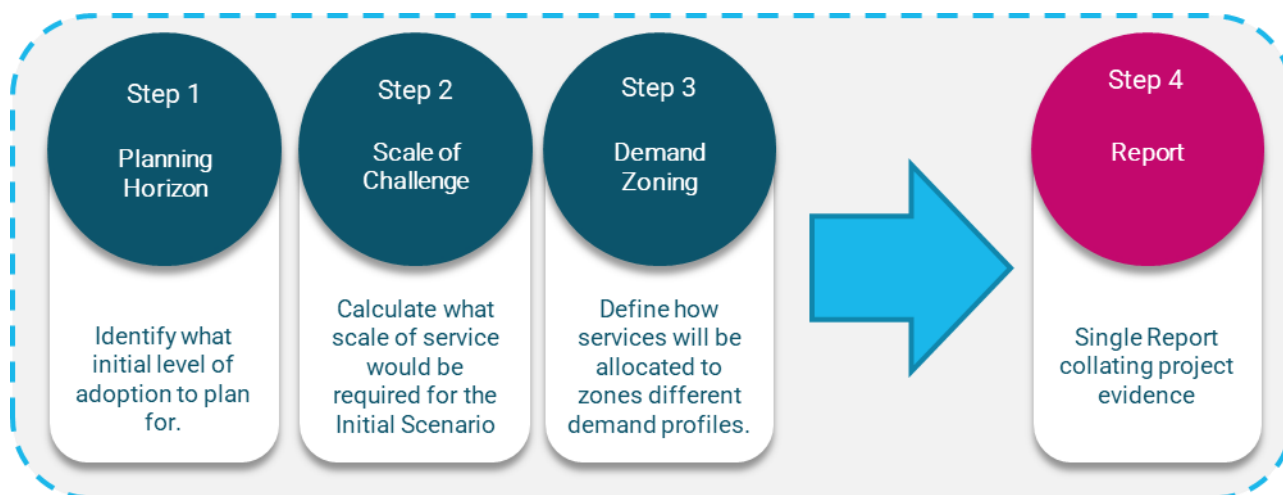


**Figure 4-3 - Existing charging infrastructure across Lancashire and Blackburn with Darwen [5]**

The NCR data, used to inform Figure 5-3, identifies fewer chargepoints than that of the data from the DfT. The DfT dataset omits chargepoint location but is more complete than the NCR in terms of total number of chargepoints installed.

## 5. Future EV Deployment

This section presents and discusses the findings of the modelling conducted for both Lancashire and Blackburn with Darwen by Field Dynamics, using its JumpStart process. JumpStart is a data driven, structured and proven approach that builds an evidence foundation specific to the needs of the local authority. It progresses through a number of steps, as shown in Figure 5-1 and described in Section 2.



**Figure 5-1** - Overview of Field Dynamics JumpStart Process

A target date of 2030 has been selected. The date has been chosen in response to the UK's commitment to phase out the sale of new petrol and diesel cars and vans, as well as Lancashire's net zero ambitions.

The analyses of Lancashire and Blackburn with Darwen have been separated into two sections. The findings for Lancashire are presented below and the Blackburn with Darwen findings are discussed in Section 5.2.

### 5.1. Lancashire Demand Analysis

This section focuses on the demand analysis conducted by Field Dynamics for Lancashire. The methodology employed includes the Planning Horizon, Scale of Challenge and Demand Zoning activities described in the introduction, as well as analysis to prioritise key deployment areas.

#### 5.1.1. Lancashire Planning Horizon

The Lancashire Planning Horizon results are shown in Table 5-1. By 2030, it is expected that 36% of the total vehicle fleet (total number of cars and vans) within the Lancashire region will be electric. This figure has been established by selecting an adoption curve as well as a date along that curve from which an adoption rate can be taken. From this, the expected number of EVs can be predicted. The adoption curve used is the National Grid 'Future Energy Scenarios – Consumer Transformation' (FES) curve, as depicted in Figure 5-2. The data used to model this curve is replenished each year and as such, it is the most up-to-date option available and is widely used. An interim projection for 2026 has also been calculated as per Figure 5-2.

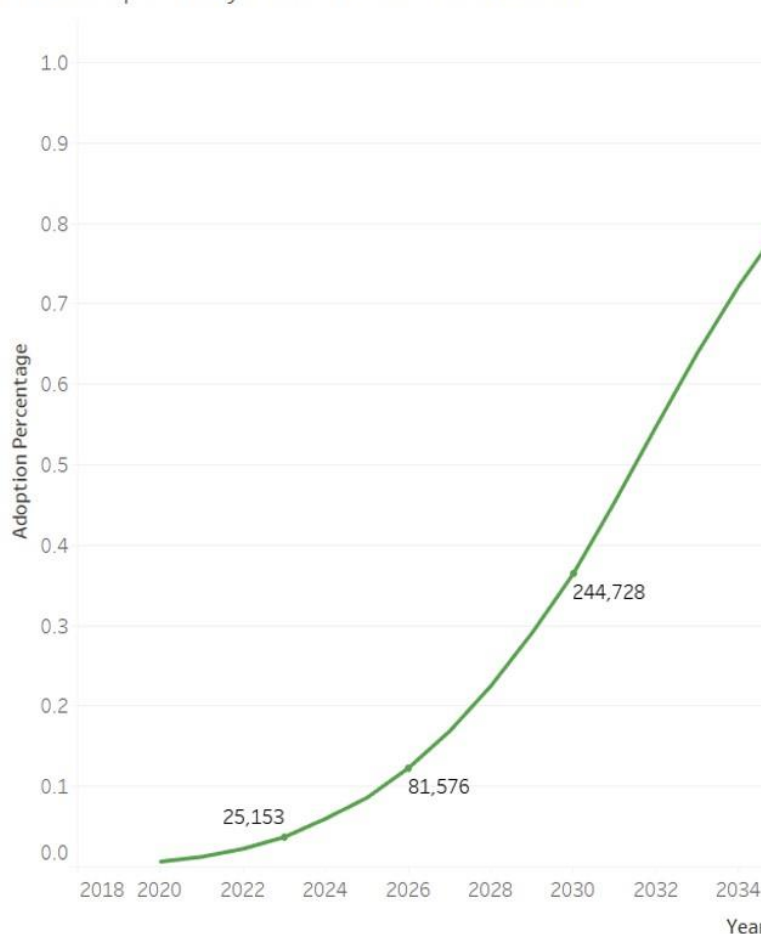
By 2030, it is estimated that 36% of the total vehicle fleet will be electric, a total of 244,728 vehicles. This compares with an estimated current adoption of 2.20% and an assumed EV fleet of 14,946 vehicles.

The baseline figures given in this section differ from those of Section 4, (current EV fleet of 9,447) due to there being no fully accurate way of determining where an EV is kept.

	%	EV Number	Total Fleet
Current Assumed Adoption	2.20	14,956	679,801
Planning Horizon	36	244,728	

**Table 5-1 - Lancashire Planning Horizon outputs for 2030**

BEV Adoption by Year -FES CT Lancashire

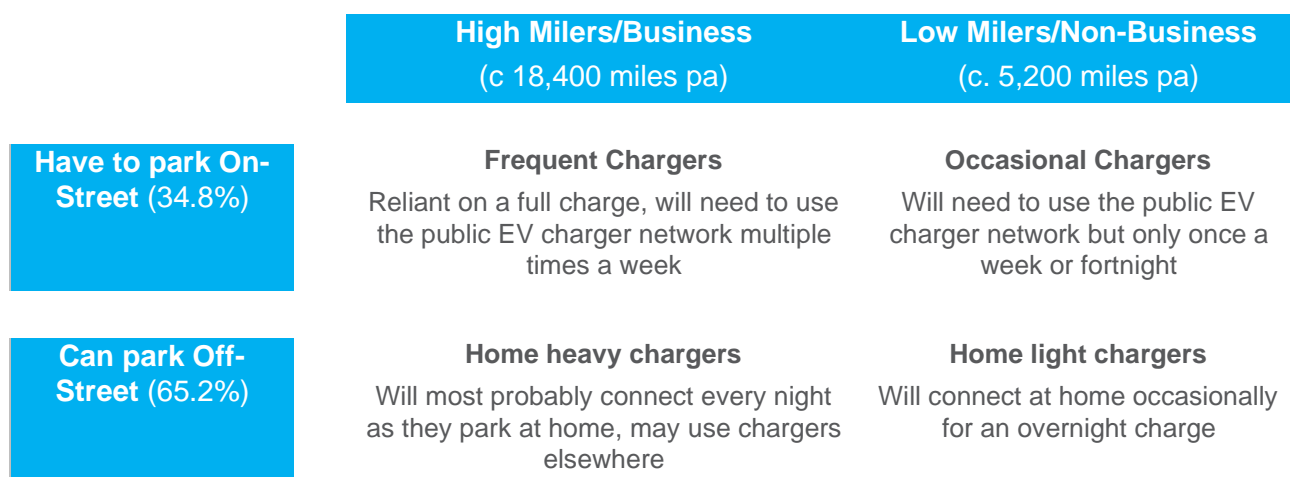


**Figure 5-2 - National Grid FES curve with forecasts for 2023, 2026 and 2030 for Lancashire**

### 5.1.2. Lancashire Scale of Challenge

Having established a predicted EV fleet size for the target date of 2030, the corresponding level of demand for public charging infrastructure can be determined. It is impossible to accurately predict required levels of future infrastructure, however, a Scale of Challenge curve can be selected to provide perspective and context for short to medium term investment decisions.

Eight pre-determined personas, developed by Field Dynamics, were used for the purpose of identifying representative charging behaviours. These personas reflect different types of driver (business, non-business), access to off-street charging and different charging behaviours. They enable an estimate of the weekly total charging requirements in kWh to be determined. These can be condensed down into four user categories based on high or low mileage and ability to park off-street or on-street (see Figure 5-3).



**Figure 5-3** - Overview of charging behaviours

The personas were created to represent the most likely charging behaviours. Households with off-street parking are likely to adopt faster than those without, who find EV ownership less convenient. It is also reasonable to assume that those reliant on high mileages (around 1 in 6 vehicles) are likely to adopt at a slower rate than those who drive less miles. The process of remote ‘refuelling’ for petrol versus electric is likely to deter many high mileage drivers.

For each persona, charging profiles were developed, defining percentage share of off-street and on-street parking and the type and frequency of charging they would require. The total fleet was broken down into the percentage represented by each persona. These personas were then used to model the total number and type of chargepoint they would most likely require, taking into account business and personal travel. The chargepoint types are defined as:

- Nearby – a chargepoint within a reasonable walking distance of a household, typically this could be around 5 minutes
- Primary – a chargepoint that is visited for the primary purpose of charging
- Secondary – a chargepoint that is visited for some other primary purpose where charging is a secondary purpose (for example, charging whilst shopping).

### 5.1.3. Lancashire Charger Requirements

To determine the required infrastructure to be deployed, the number, blend, and type of chargepoints needed to achieve the scale of challenge was assessed.

The resulting analysis (see Table 5-2) provides a breakdown of required chargers across each persona in order to meet expected demand by 2030.

Driver Type	Nearby	Primary	Secondary
On-street business driver	3247	30	149
On-street non-business driver	1624	134	1201
Off-street business driver	0	30	45
Off street non-business driver	0	78	117
Total	4871	272	1512
	6,655		

**Table 5-2** - Lancashire breakdown of required chargepoints across each persona

Using the interim adoption projections as per Figure 5-2, a projection for 2026 has also been calculated for Lancashire as follows:

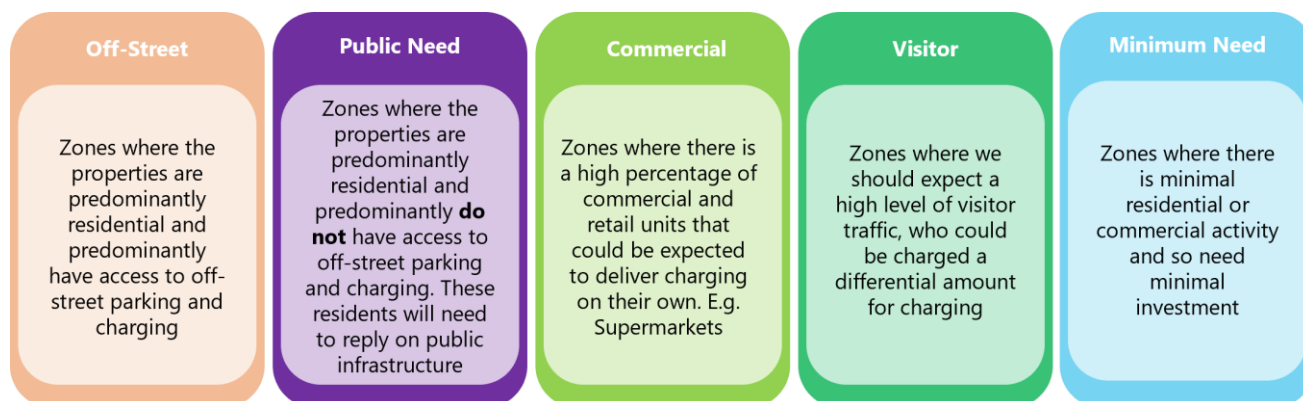
Year	Nearby	Primary	Secondary	Total
2026	1576	93	491	2160

**Table 5-3 - Projected infrastructure provision for Lancashire for 2026**

It should be noted that ‘Nearby’ provision refers to the number of chargepoints that are required in residential areas. As such, slow chargers are recommended for this use. Conversely, ‘Primary’ and ‘Secondary’ refer to provision required at destinations, such as in Commercial and Visitor zones. As such, fast chargers of 22kW+ are recommended for this use.

### 5.1.4. Lancashire Demand Zoning

With the overall infrastructure requirements projected, this section undertakes analysis of the data from a geographical perspective to identify the locational needs for EVCI. To achieve this, Field Dynamics has undertaken the demand zoning exercise for Lancashire. These zones have been categorised as Off-Street, Public Need, Commercial, Visitor and Minimum need, as described in Figure 5-4. The nature of this algorithm means that urban centres dominate the results of the demand zoning.



**Figure 5-4 - Zone type descriptions**

The final map of zones is shown in Figure 5-5 and GIS (Geographic Information System) data has been provided for each district. As is evident, the Lancashire region is one of significant rurality as indicated by the blue zones. As such, large areas have been classified as Minimum Need zones (light blue) where there is minimal residential or commercial activity, however, the needs of these areas will need to be considered to ensure they have accessible and equitable provision.

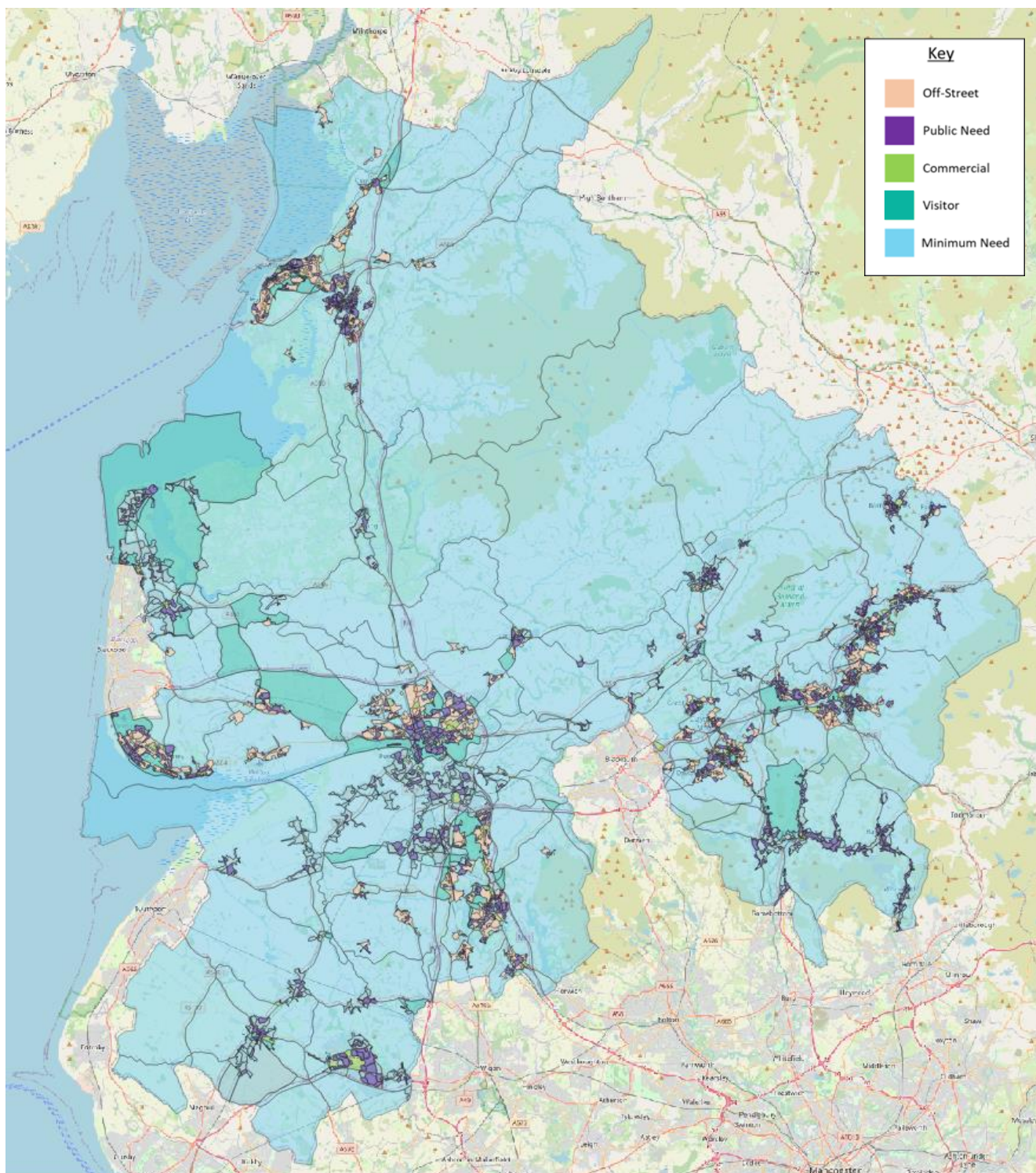


Figure 5-5 - Lancashire zoning map.

### 5.1.5. Lancashire Analysis of Expected Additional Charger Provision

Areas of the County have been categorised as those with off-street parking and those with limited or without off-street parking. Zones have been determined accordingly and those with the greatest number of households without off-street parking identified.. Prioritising infrastructure provision by the total number of on-street households favours urban centres, due to the number of homes involved. More detailed planning work will be required to consider socio-economic and demographic factors, as well as practical considerations to identify

specific locations. It should be noted that there are a number of more rural areas, identified as Minimum-Need zones, in which all households are without off-street parking. The needs of these areas as well as visitor / destination charging will need to be considered alongside the prioritisation of on-street provision in urban areas to ensure there is adequate provision.

Requirements for visitor / destination charging will also need to be considered alongside the prioritisation of on-street provision in urban areas to ensure there is adequate provision to attract visitors.

## 5.2. Blackburn with Darwen Demand Analysis

This section focuses on the demand analysis conducted by Field Dynamics for Blackburn with Darwen Borough. The methodology employed includes the Planning Horizon, Scale of Challenge and Demand Zoning activities, as well as analysis conducted by Atkins to prioritise key deployment areas.

### 5.2.1. Blackburn with Darwen Planning Horizon

By 2030, it is estimated that 36% of the total vehicle fleet will be electric, a total of 29,723 vehicles. This compares with an estimated current adoption of 2.20% and an assumed EV fleet of 1,816 vehicles. This is shown in Table 5-4.

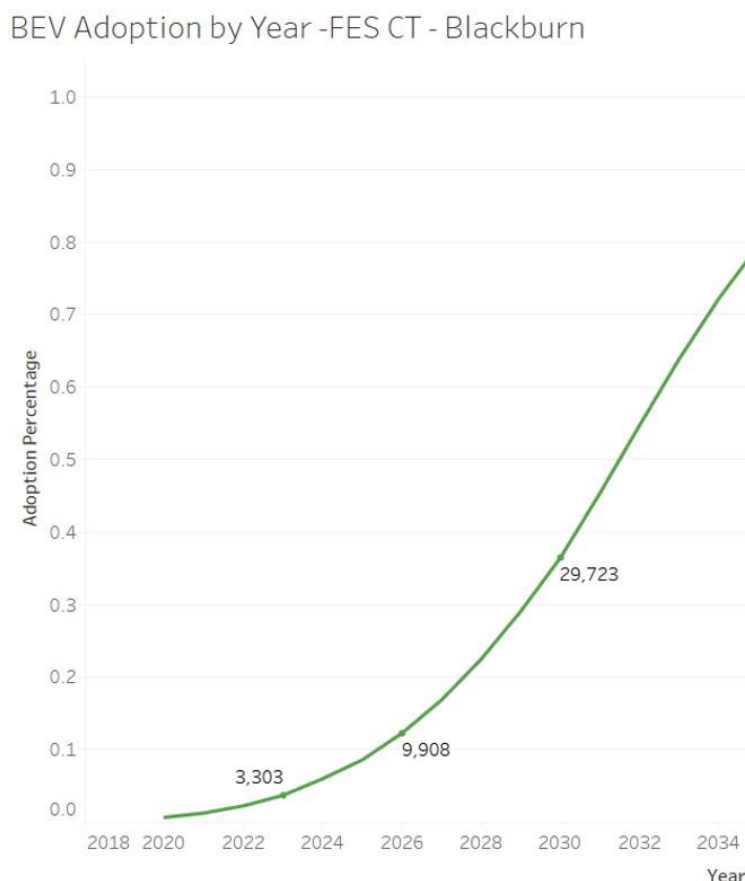
The adoption curve used is the National Grid '*Future Energy Scenarios – Consumer Transformation*' curve, as depicted in Figure 5-6. The data used to model this curve is replenished each year and as such, it is the most up-to-date option available and widely used. An interim projection for 2026 has also been calculated and is shown in Figure 5-6.

The baseline figures given in this section differ from those of Section 4, due to there being no fully accurate way of determining where an EV is kept.



	%	EV Number	Total Fleet
Current Assumed Adoption	2.20	1,816	82,563
Planning Horizon	36	29,723	

**Table 5-4 - Blackburn with Darwen Planning Horizon outputs for 2030**



**Figure 5-6 - National Grid FES curve with forecasts for 2023, 2026 and 2030**

### 5.2.2. Blackburn with Darwen Scale of Challenge

As per the Lancashire Scale of Challenge, personas were used for the purpose of identifying representative charging profiles based on the behaviours described in Figure 5-3.

Households with off-street parking are likely to adopt faster than those without, who find EV ownership less convenient. It is also reasonable to assume that those reliant on high mileages (around 1 in 6 vehicles) are likely to adopt at a slower rate than those who drive less miles. The process of remote 'refuelling' for petrol vs electric is likely to deter many high mileage drivers.

For each persona, charging profiles were developed, defining percentage share of off-street and on-street parking and the type and frequency of charging they would require.

Similar to Lancashire, the total fleet was broken down into the percentage represented by each persona. This was then used to model the total number and type of chargepoints, taking into account business and personal travel. The chargepoint types are defined as:

- Nearby – a chargepoint that is within a reasonable walking distance of a household, typically 5 minutes
- Primary – a chargepoint that is visited for the primary purpose of charging
- Secondary – a chargepoint that is visited for some other primary purpose, charging is a secondary purpose (for example, charging whilst shopping)

### 5.2.3. Blackburn with Darwen Charger Requirements

To determine the required infrastructure to be deployed, the number, blend and type of chargepoints needed to achieve the scale of challenge was assessed. The resulting analysis (see Table 5-5) provides a breakdown of projected required chargers across each persona for the target year.

Driver Type	Nearby	Primary	Secondary
On-street business driver	392	4	18
On-street non-business driver	214	17	142
Off-street business driver	0	4	6
Off street non-business driver	0	11	17
Total	606	36	183
	825		

**Table 5-5** - Blackburn with Darwen breakdown of required chargepoints across each persona

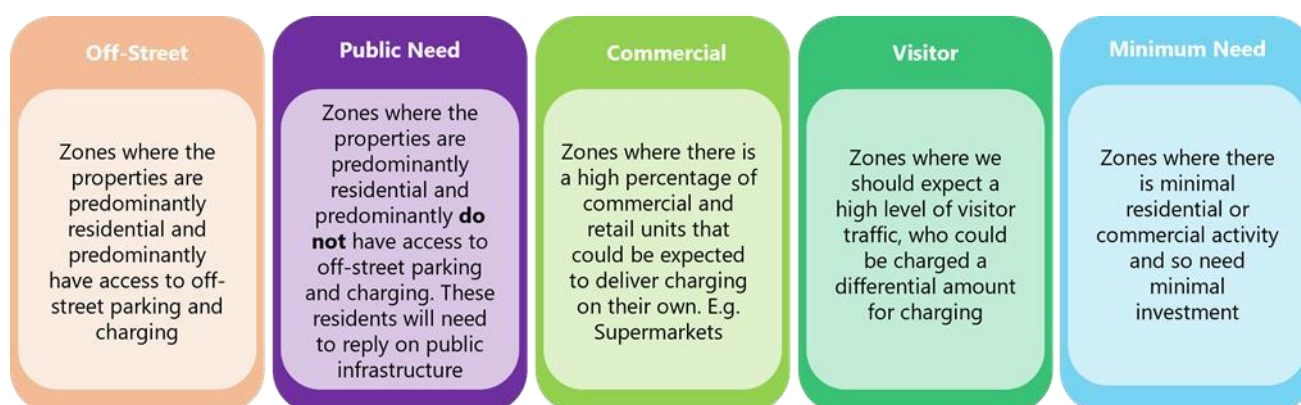
Using the interim adoption projections as per Figure 5-6, an infrastructure provision projection for 2026 has also been calculated for Blackburn with Darwen as follows:

Year	Nearby	Primary	Secondary	Total
2026	189	11	59	259

**Table 5-6** - Projected infrastructure provision for Blackburn with Darwen for 2026

### 5.2.4. Blackburn with Darwen Demand Zoning

Field Dynamics has undertaken the demand zoning exercise for Blackburn with Darwen. These zones have been categorised as Off-Street, Public Need, Commercial, Visitor and Minimum need, as described in Figure 5-7. The nature of this algorithm means that urban centres dominate the results of the demand zoning.



**Figure 5-7** - Zone type descriptions

The final map of zones is shown in Figure 5-8 for the Blackburn with Darwen region.

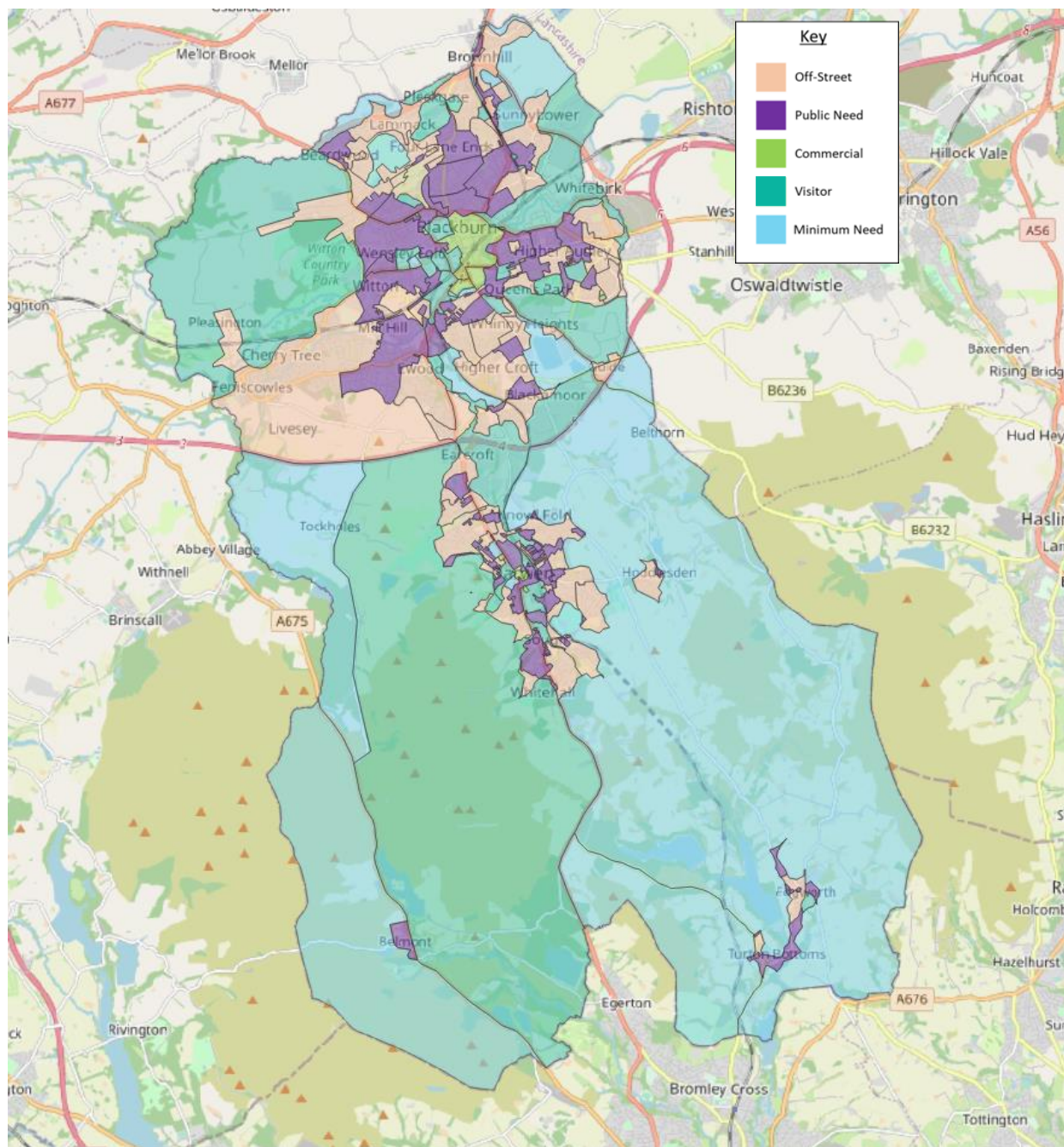


Figure 5-8 – Blackburn with Darwen zoning map

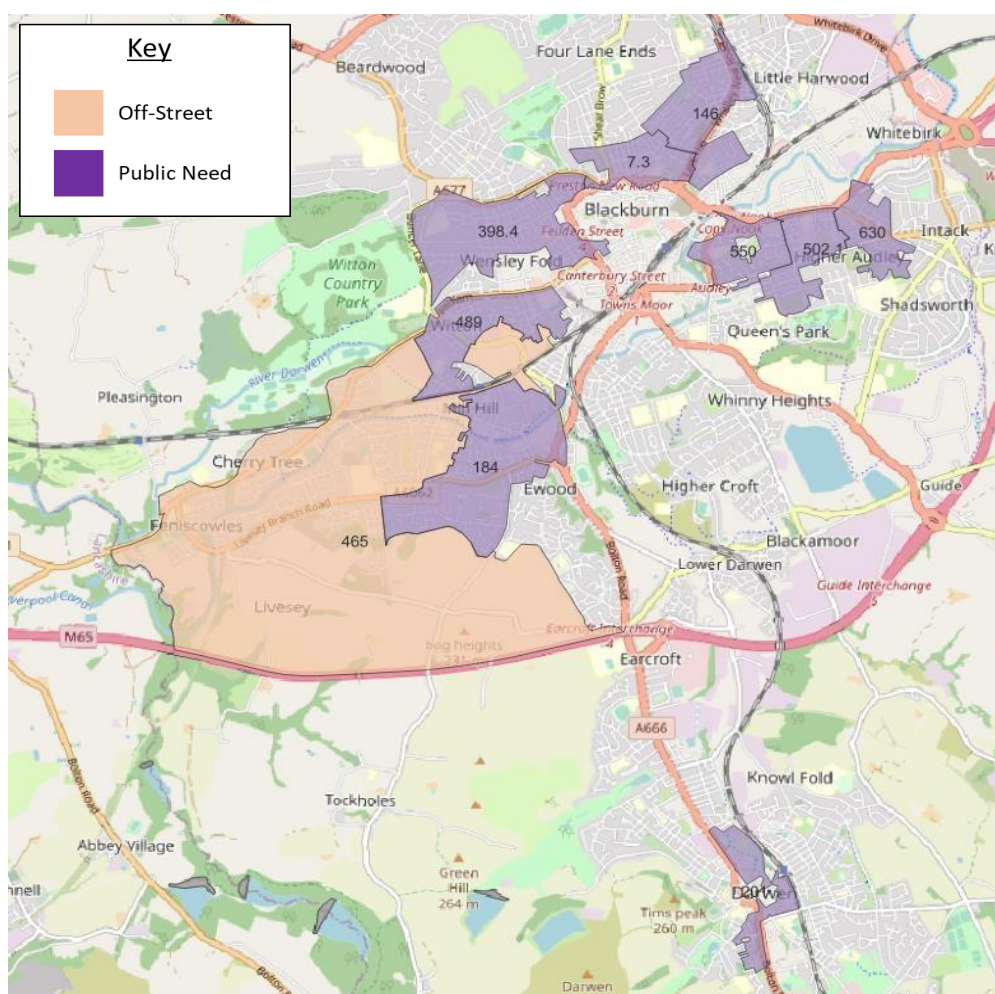
### 5.2.5. Blackburn with Darwen Analysis of Expected Additional Charger Provision

Areas of the borough have been categorised as those with off-street parking and those with limited or without off-street parking. Zones have been determined accordingly and those with the greatest number of households without off-street parking listed. The Zone IDs relate to the zones available in the GIS files provided by Field Dynamics.

Zone ID	Classification	Total Households	Percentage On-Street Households	Total On-Street Households
398.4	public	2799	40.4	1132
184	public	3118	33.8	1055
146	public	1828	52.7	963
7.3	public	1066	74.0	789
489	public	1738	39.6	688
502.1	public	1280	52.5	672
550	public	942	55.2	520
201	public	811	60.7	492
630	public	930	49.4	459
465	off-street	4876	8.8	427

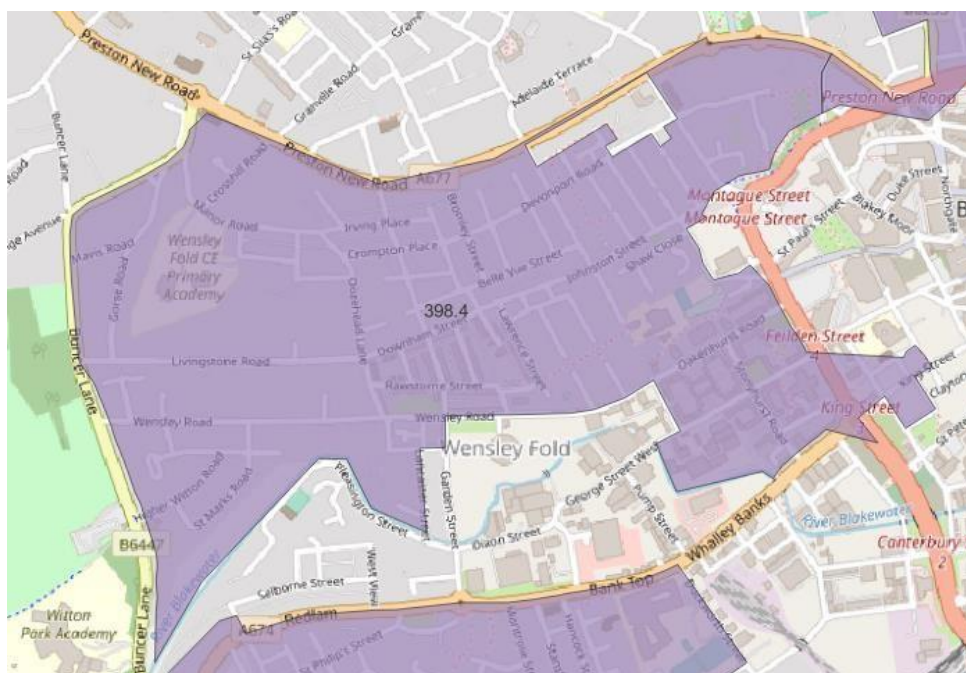
**Table 5-7 – Blackburn with Darwen zone list by total number of on-street households**

These zones are shown on a map of the Blackburn with Darwen area in Figure 5-10.



**Figure 5-9 – Zones with the greatest number of on-street households**

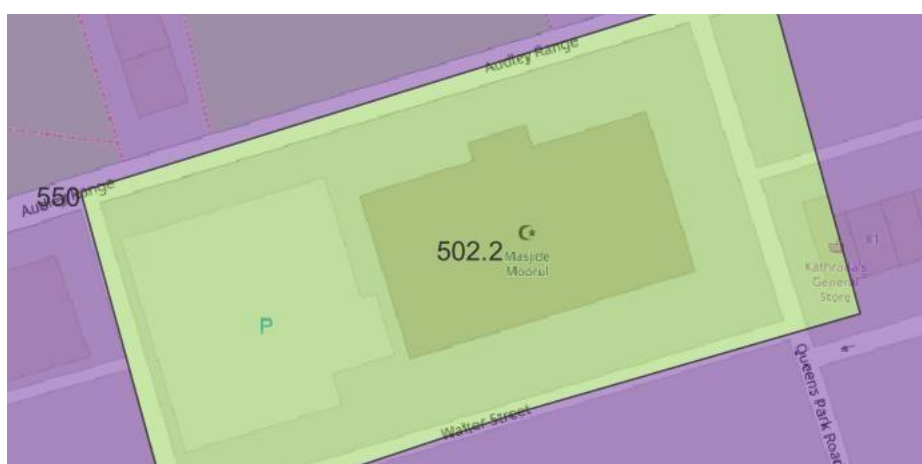
As per Table 5-7, the zones with the greatest number of on-street households are dominated by those classified as Public Need. Zone 398.4, around Wensley Fold, Blackburn, has the highest number of on-street households (1132) and is shown in Figure 5-10.



**Figure 5-10 - Zone 398.4 in Blackburn**

It should be noted that analysing the zones in terms of the percentage of on-street households (across all zone types) favours those in which there are few on-street households and as such, where infrastructure roll-out is currently of minimal need.

For example, Zone 502.2 is identified as a high priority zone, but contains only a single residence, as depicted in Figure 5-11.



**Figure 5-11 - Zone 502.2**

Prioritising infrastructure provision by the total number of on-street households favours urban centres, due to the number of homes involved.

## 6. Technical Solutions

### 6.1. Charging Technologies

There are four main types of EV charging – **slow, fast, rapid, and ultra-rapid**. These represent the power outputs, and therefore charging speeds, available to charge an EV. Note that power is measured in kilowatts (kW), with cost measured in kilowatt hours (kWh).

- **Slow chargers** (3-6 kW) are best used for overnight charging and usually take between 6 and 12 hours for a pure-EV, or 2-4 hours for a plug-in hybrid electric vehicle (PHEV). EVs charge on slow devices using a cable which connects the vehicle to a 3-pin or Type 2 socket.
- **Fast chargers** include those which provide power from 7 kW to 22 kW, which typically fully charge an EV in 4-6 hours. Common fast connectors are a tethered Type 1 or a Type 2 socket (via a connector cable supplied with the vehicle).
- **Rapid chargers** are one of two types – AC or DC [Alternating or Direct Current]. Current Rapid AC chargers are rated at 43 kW, while most Rapid DC units are at least 50 kW. Both will charge the majority of EVs to 80% in around 30-60 minutes (dependent on battery capacity) and will fully charge in 1-2 hours.
- **Ultra-Rapid chargers** are currently the fastest class of chargers available in the UK. These are typically in the range of 100-150kW but can be as powerful as 350kW. Typical charge times for Ultra-Rapid chargers can be between 20 and 40 minutes.

The modelling work has labelled chargers as nearby, primary, and secondary to define their use and to differentiate from their technical type (slow, fast, rapid) of chargers available. The technical type of charger suitable for each location is specific to that location and each individual use. Fast chargers may suit both a primary and secondary use type and the differentiation will come down to each deployment location. Table 6-1 provides an overview and comparison of each EV charging technology type.

Technology Type	Modelling type	Power Output	Typical charge time (0-100%) [6] [7]	Advantages	Disadvantages	Typical Hardware and Installation Costs* [8] [9] [10]	Estimated Electricity Cost [11] [12] [13] [14]
Slow	Nearby – a chargepoint that is within walking distance of a household	3-6kW	6-12 hours	<p>Can be used to charge overnight or at a workplace.</p> <p>Untethered - requires a charger cable.</p> <p>Widely available for home charging.</p>	Slow rate of charging	Home Chargepoint: £375-£1000	<p>£0.34 per kWh (Average UK domestic electricity cost as of October 2022)</p> <p>£0.42 per kWh (Average cost for Public Charger use)</p>
Fast	<p>Primary – a chargepoint that is visited for the primary purpose of charging</p> <p>Secondary – a chargepoint that is visited for some other primary purpose where, charging is a secondary purpose (for example, charging whilst shopping).</p>	7kW or 22kW	4-6 hours	<p>Faster rate of charging.</p> <p>Widely used for public chargepoints such as car parks, supermarkets etc.</p> <p>Widely available for home charging (7kW).</p>	<p>Tethered – only vehicles compatible with the unit's charge socket type can be used.</p> <p>22kW chargers are uncommon for home charging due to installation costs.</p>	<p>Home Chargepoint: 7kW – £625 22kW – £1000</p> <p>Commercial: 7kW - £1500 22kW – £2900-£5400</p>	<p>£0.34 per kWh (Domestic Charging)</p> <p>£0.42 per kWh (Average cost for Public Charger use)</p>
Rapid	Primary – a chargepoint that is visited for the primary purpose of charging	43kW (AC) 50kW (DC)	1-2 hours	<p>Fastest commonly available charge type.</p> <p>Typically found at motorway service stations.</p>	Tethered – only vehicles compatible with the unit's charge socket type can be used.	Commercial: Up to £35,000	£0.64 per kWh (Average cost for public charger use)

	Secondary – a chargepoint that is visited for some other primary purpose where, charging is a secondary purpose (for example, charging whilst shopping).				Rapid chargers are not compatible with all EVs. Not currently available for home charging. Can be expensive to install compared to fast chargers.		
Ultra-Rapid	Primary – a chargepoint that is visited for the primary purpose of charging	100-150kW	20-40 minutes	Fastest charge type currently available. Available at some motorway services.	Tethered – only vehicles compatible with the unit's charge socket type can be used. Limited public availability in the UK. Not currently available for home charging. Very high installation costs - will usually require a new substation to be built.	Typical UK installation costs not publicly available at time of writing.	£0.64 per kWh (Average cost for public charger use)

\* Costs can range due to a number of factors, including electricity supply availability, chosen equipment supplier, commercial model used, and use of Government grants.

**Table 6-1 - Comparison of Electric Vehicle charging technology types**



## 6.2. Pavement Cable Channels

Pavement cable channels can offer a solution for drivers who do not have access to off-street parking, but still wish to use a charging cable connected to their home.

Lancashire County Council is conducting trials into the use of 'cable trays'. The cable tray provides a housing that is installed directly into the pavement in which the charging cable can be inserted into and removed after use. It can provide a low cost and practical solution to safely pass an electric cable across the footway and allows the resident to charge their vehicle from their domestic supply whilst it is parked on the highway, providing them access to cheaper domestic electricity rates.

Two in pavement solutions are being trialled and assessed for technical performance and user behaviour. The cable-tray will not be suitable for all households without off street parking but could be part of a mix of solutions available. As per Field Dynamics' analysis of households with space to park and charge, 27.8% of households in Lancashire require on-street charging provision, which compares to the national average of 34.8%, but varies across districts.



Figure 6-1 - An example of a cable tray installed into the footpath

## 6.3. Accessibility

An important consideration in the deployment of EV charging infrastructure is to ensure that the needs of those with specific accessibility requirements are met. The British Standards Institute released a guidance document ([PAS 1899:2022 – Electric Vehicles – Accessible charging – Specification](#)) in October 2022 outlining specifications that should be met by chargepoint manufacturers and installers to ensure that charging infrastructure is accessible to all users.

This document contains specifications and standards for a range of infrastructure-related aspects including the following:

- Physical chargepoint design;
- Chargepoint placement;
- Streetscape and public realm around the chargepoint; and
- Digital platforms and information provision for chargepoints.

It is important that accessibility standards are considered as part of the procurement and installation of EVCI.

## 6.4. Workplace Charging and Commercial Fleets

Workplaces can offer charging infrastructure and be particularly beneficial to those without the ability to charge at home. As described in Section 6.6, the [Workplace Charging Scheme](#) (WCS) provides support towards the up-front costs of the purchase and installation of electric vehicle chargepoints. For eligible organisations such as businesses and charities, the WCS can drastically reduce the purchase and installation cost. Additionally, partnership opportunities with chargepoint operators can also reduce the capital investment obligations of the employer. The installation of chargepoints can also offer businesses with an additional revenue stream if they were to make the facilities available to non-employees, such as outside of normal working hours. Employers will be encouraged to install charging infrastructure where appropriate

## 6.5. Schools

The deployment of chargepoints within school grounds poses additional challenges which other workplaces may not face. School parking facilities will vary and the contract between the school and the local authority will need to be considered.

Some key considerations include the location of staff parking in the school; the installation of chargepoints in staff parking areas may pose an issue for the movement of vehicles and be at greater risk of vandalism, as well as technical considerations around electricity supply.

Like other workplace car parks, school car parks are an opportunity to deploy chargepoints, and could serve residential areas where off-street parking is not available. This can be the case for schools where there are no gates/security devices to prevent access to the carpark after school hours; and hours of public accessibility compliment the school's safety procedure.

Public access to chargepoints may enable application for funding via ORCS (On-Street Residential Chargepoint Scheme) (funding opportunities are detailed in Section 6.6). However, contact with the Energy Saving Trust should be made to clarify eligibility and application processes. For instances in which the chargepoints are solely for staff use, the Workplace Charging Scheme may be a more suitable source of funding.

## 6.6. Funding Opportunities

The Government currently has a number of EV charging-related grants and incentives that can be taken advantage of by local authorities, businesses and the public. Such grants should be promoted to businesses and residents in order to expand charging infrastructure at minimal cost to the Council. In the Government's 2021 'Build Back Better' strategy document, £2.5 billion was committed by the Government to supporting the transition to electric vehicles, with a focus on on-street charging and EV grants.

More information on all grants available to local authorities by the Government can be found here: <https://www.gov.uk/guidance/electric-vehicle-charging-infrastructure-help-for-local-authorities>

The current and planned grants set to be offered by the Government for local authorities, businesses and the public include the following:

### Plug-In Grant

The Government currently offers a grant to subsidise the cost of certain brand new low-emission vehicles. Eligible vehicles (which does not include private cars) include wheelchair accessible vehicles, motorcycles and mopeds, vans, trucks, and taxis. Grant amounts depend on the vehicle, for example up to £7,500 is available for taxis and £25,000 for large trucks. In order to be eligible, vehicles must meet certain criteria, including CO<sub>2</sub> emission levels and zero-emission range. The Plug-In Grant could be of particular benefit to residents and as such, should be promoted to encourage uptake.

The Plug-In Grant is offered by the Government to vehicle dealerships and manufacturers. When purchasing an eligible vehicle, the dealer will include the grant value in the purchase price.

More information on this scheme can be found on the Government website here: <https://www.gov.uk/plug-in-vehicle-grants>

### On-street Residential Chargepoint Scheme (ORCS)

The ORCS provides grant funding for local authorities towards the cost of installing on-street residential chargepoints for plug-in electric vehicles. ORCS is designed to increase availability of on-street charging infrastructure in residential areas as a means of serving those without off-street parking. Funding is administered by Energy Saving Trust on behalf of the Office for Zero Emission Vehicles (OZEV).

In the financial year 2022 to 2023, £20 million is available through ORCS.

The standard maximum grant value available per chargepoint unit is £7500 (or up to £13,000 for cases in which connection costs are high). The funding is for 60% of the capital costs of chargepoint procurement and installation. There is no strict maximum or minimum project size. Schemes must have a completion date before 31 March 2024 in order to be eligible for consideration. Car parks owned by the council may also be eligible to receive chargepoint funding.

Local authorities must submit an application directly to OZEV to access this scheme. More information on this scheme can be found on the Government website here:

<https://www.gov.uk/government/publications/grants-for-local-authorities-to-provide-residential-on-street-chargepoints/grants-to-provide-residential-on-street-chargepoints-for-plug-in-electric-vehicles-guidance-for-local-authorities>

### Local EV Infrastructure Fund (LEVI)

The Local EV Infrastructure Fund (LEVI) will help local authorities to leverage private sector investment into expanding EV charging infrastructure across England. The Local EV Infrastructure Fund comprises £450 million to support rollout of large on-street charging infrastructure schemes as well as rapid charging hubs across England.

More information on this scheme can be found on the Energy Saving Trust website:

<https://energysavingtrust.org.uk/grants-and-loans/local-electric-vehicle-infrastructure-scheme/>

### Rapid Charging Fund (RCF)

The Rapid Charging Fund (RCF) will help motorway and major A road service area operators prepare the network for 100% zero emissions vehicles. The RCF will provide £950 million to support the future proofing of service stations through upgrading their electrical supply. The fund was announced in March 2020 and forms part of a commitment to support rollout of a high-powered electrical network for EVs in England. At present, applications are not yet open and information pertaining to the opening date is not yet available on the government website.

More information on this scheme is available on the Government website: <https://www.gov.uk/guidance/rapid-charging-fund>

### Workplace Charging Scheme (WCS)

The Workplace Charging Scheme (WCS) is a voucher-based scheme that provides support towards the upfront costs of the purchase and installation of electric vehicle charge-points, for eligible businesses, charities, and public sector organisations. The WCS is available across England, Wales, Scotland and Northern Ireland and is run by OZEV and administered by the DVLA.

The grant covers up to 75% of the total costs of the purchase and installation of charging infrastructure, capped at £350 per socket and 40 sockets across all sites per applicant. On successful application, an identification voucher code is issued via email to be given to any OZEV-authorized installer.

More information on this scheme is available from the Government website: <https://www.find-government-grants.service.gov.uk/grants/workplace-charging-scheme>

### EV Chargepoint Grant

The EV Chargepoint Grant provides grant funding of up to 75% towards the cost of installing electric vehicle chargepoints at domestic properties across the UK. The grant cap is set at £350 per installation and is available to local authorities, landlords (social or private), or those own or rent a flat.

For renters or landlords to qualify, a tenant must own, lease or has ordered an approved vehicle with dedicated off-street parking at their place of residence.

The customer is able to choose an installer who checks the resident qualifies for the scheme. The installer will then bill the customer accordingly.

Additional support is also available for local authorities to help install EV chargepoints in residential apartment block parking spaces. The EV chargepoint grant for residential carparks provides grants of up to £30,000 towards the cost of installing EV chargepoints in such properties. More information on this scheme is available from the Government website: <https://www.gov.uk/government/collections/government-grants-for-low-emission-vehicles#ev-chargepoint-grant>

### Charging Infrastructure Investment Fund

The aim of the Charging Infrastructure Fund is to accelerate the roll-out of charging infrastructure along key road networks, in urban areas and at destinations, and to increase the amount of capital invested in the sector. It will provide access to finance to companies that deliver chargepoints and encouraging the engagement of a more diverse range of parties within the financial community to support the growth of the sector, therefore increasing competition and delivering the best outcome for the consumer.

### Summary of Funding Opportunities

Table 6-2 summarises the various Government funding opportunities and grants available to LCC and BwD, local businesses, and residents for the installation of electric vehicle charging equipment.

Grant	Beneficiary	Value
<a href="#"><u>Plug-In Grant</u></a>	Residents	Wheelchair accessible vehicles: Up to £2500 Motorcycles: Up to £500 Mopeds: Up to £150 Small Vans: Up to £2500 Large Vans: Up to £5000 Small Trucks: Up to £16,000 Large Trucks: Up to £25,000 Taxis: Up to £7500
<a href="#"><u>On-street Residential Chargepoint Scheme (ORCS)</u></a>	Local Authorities	Up to £7500 for most chargepoints. Up to £13,000 per chargepoint for cases in which connection costs are high
<a href="#"><u>Local EV Infrastructure Fund (LEVI)</u></a>	Local Authorities	£450 million (total across England) to support rollout of large on-street charging infrastructure schemes (further details TBC by the Energy Saving Trust)
<a href="#"><u>Rapid Charging Fund (RCF)</u></a>	Major A road and motorway service areas	£950 million total (further details TBC by the Government)
<a href="#"><u>Workplace Charging Scheme (WCS)</u></a>	Businesses, charities, and public sector organisations	Up to 75% of total cost, capped at £350 per socket for 40 sockets across all sites per applicant
<a href="#"><u>EV Chargepoint/Infrastructure Grant</u></a>	Local Authorities, landlords, tenants, or those that own/rent a flat	Up to 75% of total cost, capped at £350 per installation. Additional support up to £30,000 available for residential car parks.
<a href="#"><u>Charging Infrastructure Investment Fund</u></a>	Private sector	£200 million in total, matched by private sector. Managed and invested on a commercial basis by a private sector fund manager.

**Table 6-2 - Summary of Government funding opportunities for EVCI**

## 6.7. Partnership Opportunities

There are a variety of partnership models available, each of which can support the provision of funding outside of that available through central government. These opportunities include private sector match funding, concession frameworks, as well as alternative models such as public-private partnerships (PPPs), and 'leasing' deals among others [15]. For example, a leasing partnership has been developed with Suffolk County Council who, working with EO, have developed a new network, Plug in Suffolk. Local businesses are encouraged to 'host' fast chargepoints that are open to the public [16].

As recognised in a recent good practice guide developed by the Local Government Association (LGA) [17], the use of PPPs provides local authorities and private organisations the opportunity to bring together resources, expertise and powers in ways that cannot be achieved in isolation. Engaging with local businesses provides the opportunity to develop efficiencies for public charging. There are two key benefits to partnering with local businesses. Firstly, by identifying and working with businesses which may already have EV charging strategies in place (such as large retailers), the risk of duplicating provision can be minimised. Secondly, by identifying businesses who may have appetite to provide public access to their charging facilities, investment costs and street furniture can be reduced. The development of PPPs for the deployment of EV charging infrastructure is still relatively new. As such, the nature of these partnerships is in a state of continual development, with new models appearing regularly. Successful models commonly form between the Local Authority and the chargepoint operators (CPOs), but can also include energy providers and local businesses.

In West Yorkshire, the West Yorkshire Combined Authority (WYCA) have partnered with EQUANS (previously ENGIE) for the installation of 88 rapid chargers as part of a £3 million scheme to reduce emissions and improve air quality in the region. The partnership has enabled WYCA to influence and drive the objectives of the scheme and ensure that sites are free to use [18].

## 7. Conclusions and Action Plan

This section draws together the evidence base and analysis work completed by Atkins and Field Dynamics into conclusions which set the rationale for the strategy vision and objectives. A set of actions for progressing the deployment of EV Infrastructure and achieving the strategy objectives have been developed.

- Through the use of personas to describe broad charging usage, the total number of chargepoints has been calculated. Further analyses have highlighted the broad locations and number of chargers required to support the adoption of EVs across Lancashire and Blackburn with Darwen. For Lancashire, the breakdown of total required chargers to meet the current projected demand of 2030 is for 4,573 Nearby, 284 Primary and 1804 Secondary. For Blackburn with Darwen, the breakdown of total required chargers to meet the current projected demand of 2030 is for 606 Nearby, 36 Primary and 183 Secondary.
- There are uncertainties in the uptake rate but the use of the National Grid adoption curve that is regularly refreshed provides a good baseline for the expected number of EVs in Lancashire.
- The analysis shows the areas and zones where the need for public EVCI may be greatest, based on number of households likely to require on-street charging. More detailed planning work will be required to consider socio-economic and demographic factors, as well as practical considerations to identify specific site locations and the appropriate technology use.
- Whilst high priority zones have been identified, an approach focused on rural towns and villages will be needed. Such areas may have been captured as Minimum Need zones due to the potential urban bias of the methodology used.
- A coordinated approach across all stakeholders, including DNOs and industry, will be required ensure charging provision is provided where needed and used and there is not over-provision in certain areas.
- Given the relative immaturity in the EV sector, an objective to increase awareness and understanding across stakeholders and Lancashire residents and businesses has been included.
- Access to government funding such as the LEVI Fund provides a key delivery mechanism, however, the aim of LEVI is to leverage in private sector investment to accelerate the roll out of and commercialisation of local EV infrastructure. An objective has therefore been included to investigate appropriate operating and funding models, to ensure best value for government funding and to attract strong private sector investment.
- The evidence-based approach uses several key assumptions and provides a starting point to achieve the infrastructure provision required to meet the projected demand of 2030. Regular review of this projection and review of the strategy action plan will be undertaken prior to the target date of 2030 to ensure the charging demand is met without over-investment. Ongoing monitoring and feedback activities will validate the assumption and support reviews of the strategy.

## 7.1. Vision and Objectives

Based on the review and analysis work completed, the strategy vision is:

To deliver appropriate, accessible, and equitable EV charging provision across Lancashire and Blackburn with Darwen, in collaboration with commercial operators, to meet the expected growth in EV usage and demand from residents, businesses and visitors without access to off-street charging.

The following objectives set how the vision will be achieved.

### Objectives

- Coordination - to effectively coordinate EVCI deployment activities at county and district levels and establish an EV Working Group
- Planning – to identify the optimal locations for chargepoints that recognises the local, regional, and national policies and the demographics of the county.
- Funding and models – to determine the best operating and funding models, and to secure government funding for infrastructure
- Deployment – to deploy 6,655 chargepoints (across the public and private sectors) throughout Lancashire and 825 across Blackburn with Darwen by 2030, assuming no major changes to the underlying assumptions
- Monitoring – to implement monitoring, evaluation, and feedback activities to build a better understanding of actual charging usage and behaviour, EV uptake and user feedback, to inform regular reviews and updates to the strategy
- Awareness and capabilities – to increase awareness, understanding and capabilities in EVCI to support the roll-out and operational aspects

## 7.2. Actions

The following actions provide a mechanism for reviewing and checking progress to ensure delivery against the strategy objectives.

### Coordination

- Ensure close engagement between Lancashire County Council, Blackburn with Darwen Borough Council, neighbouring Blackpool Council, and the districts within Lancashire as part of the formal electric vehicle charging infrastructure rollout. This could be in the format of an EV Forum or Working Group.
- Co-ordinate strategies and development plans across districts. Engagement and communications across regions should work to reduce infrastructure overlap through collaboration.

### Planning

- Build on the demand zone modelling work to identify suitable locations for charging infrastructure deployment, including consultation with stakeholders and residents.
- Consider an approach focused on rural areas to support the adoption of EVs within rural towns and villages. Such areas may have been captured as Minimum Need zones due to the potential urban bias of this methodology.
- Consider an approach focused on visitor / destination charging requirements to ensure there is adequate provision to attract visitors.
- Engage with Distribution Network Operators (DNOs) to ensure that there is grid capacity available for the deployment of proposed chargers, and establish likely connection costs.
- Ensure access to improved current chargepoint data, such as ZapMap.

- Engage with commercial chargepoint operators and businesses to identify and influence opportunities to deploy electric vehicle infrastructure and identify areas in which other stakeholders may already be planning chargepoint deployment and will therefore not require public investment

### **Funding and models**

- Access government grants available to local authorities to assist with the rollout of EVCI, including the LEVI and ORCS schemes.
- Consideration of different commercial arrangement to ensure value for money for public money, bringing in private investment according to local market conditions.
- Identify appropriate model for delivery and procurement routes. Examples of such procurement routes may include the Crown Commercial Service (CCS) Vehicle Charging Infrastructure Solutions Dynamic Purchasing System, and the Eastern Shires Purchasing Organisation (ESPO) Framework.
- Preparation / Coordination of specification and tender documents to procure charging infrastructure.

### **Deployment**

- Seek to deploy charging provision as per the 2026 projections shown in Table 5-3 and Table 5-7, respectively.
- Continue to investigate the feasibility of in-pavement cable tray charging solutions for households without off-street parking.

### **Monitoring**

- The deployment of infrastructure will impact the adoption of EVs as well as the initial adoption assumption, upon which the analysis has been based. As such, it is recommended that a review of EV adoption within the area is undertaken annually.
- Monitor the levels of infrastructure usage and validate the charging behaviours as per the personas used to model future uptake.
- Ongoing monitoring and review of charging behaviours.

### **Awareness and capabilities**

- Activities to promote EV adoption and address misinformation with regards to EV adoption. This includes perceptions on safety risk, range anxiety, charging availability as well as to improve awareness of the technology to assist in the public becoming more comfortable with this new technology.
- Promote Government grants offered directly to residents and businesses in order to encourage uptake in EVCI without requiring Council funding or resource. This includes the EV Chargepoint/Infrastructure grant and the Workplace Charging Scheme.
- Develop in-house EV infrastructure deployment expertise to facilitate aspects such as behavioural nudges to influence charging.

EVs and their associated charging infrastructure are rapidly evolving, with the increase in vehicle uptake and the development of new technologies changing in a way that is difficult to predict in the longer term. For this reason, the projections set out in the strategy and identified actions will be reviewed regularly, both after each deployment to review impact and lessons learnt, as well as when new data sources become available (such as chargepoint usage from CPOs).



## 8. Glossary

Acronym	Definition
AC	Alternating Current
BEV	Battery Electric Vehicle
BwD	Blackburn with Darwen Borough Council
CCS	Crown Commercial Service
CPO	Charge Point Operators
DC	Direct Current
DfT	Department for Transport
DNO	Distribution Network Operators
DVLA	Driver and Vehicle Licensing Agency
ESPO	Eastern Shires Purchasing Organisation
EV	Electric Vehicle
EVCI	Electric Vehicle Charging Infrastructure
GIS	Geographic Information System
kW	Kilowatt
kWh	Kilowatt Hours
LCC	Lancashire County Council
LEVI	Local EV Infrastructure Fund
NCR	National Chargepoint Registry
ORCS	On-street Residential Chargepoint Scheme
OZEV	Office for Zero Emission Vehicles
PHEV	Plug-In Hybrid Electric Vehicle
QGIS	Open-source, cross-platform desktop Geographic Information System application
RCF	Rapid Charging Fund
TfN	Transport for the North
ULEV	Ultra-Low Emission Vehicle

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## EXECUTIVE BOARD DECISION



<b>REPORT OF:</b>	Executive Member for Finance and Governance
<b>LEAD OFFICERS:</b>	Chief Executive
<b>DATE:</b>	6 <sup>th</sup> July 2023

<b>PORTFOLIO/S AFFECTED:</b>	All
<b>WARD/S AFFECTED:</b>	All
<b>KEY DECISION:</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

**SUBJECT: CORPORATE TREASURY MANAGEMENT OUTTURN REPORT 2022/23**

### 1. EXECUTIVE SUMMARY

To report to Members the Treasury Outturn position for 2022/23.

### 2. RECOMMENDATIONS

The Executive Board is asked to note the Treasury Outturn position for 2022/23.

### 3. BACKGROUND

- 3.1** In March 2022 the Council agreed a Treasury Management Strategy and Minimum Revenue Provision (MRP) Policy for 2022/23.
- 3.2** The CIPFA Treasury Management Code requires the Council to approve a Treasury Management Strategy (including various Treasury Management indicators) before the start of each financial year, and to consider the outturn after each year end. This report is to update Executive Board on the overall outturn position for 2022/23.

### 4. KEY ISSUES & RISKS

#### 4.1 Treasury Priorities

The Council has operated within CIPFA and statutory guidance and requirements in respect of Treasury Management practice. The approved Treasury Management Policy Statement, together with the more detailed Treasury Management Practices and each year's Annual Strategy have all emphasised the importance of security and liquidity over yield.

## **2022/23 OUTTURN**

### **4.2 Original Strategy for 2022/23**

4.2.1 The Strategy for 2022/23 was approved by Executive Board on 10<sup>th</sup> March 2022. An update to the Prudential and Treasury Management Indicators, following the decision to delay the adoption of the new IFRS 16 Leases accounting standard, was approved by Executive Board on 8<sup>th</sup> September 2022. This update did not change the main aspects of the strategy, which are outlined below:

- We would seek to minimise borrowing costs, in the context of the Council's long-term debt being considerably lower than its accumulated Capital Financing Requirement, with the difference to be covered by the use of short-term borrowing and any available balances.
- Long-term borrowing would only be taken if it became apparent that there was a risk of significantly increased interest rates, and then only if available balances were not thought to be sufficient to manage the Capital Financing Requirement until rates stabilised and / or reduced.
- Any balances over and above those required to maintain basic liquidity could be invested in either the medium term (out to a year) or the longer term (over a year), with priority to be given to security of funds and liquidity (accessibility) over yield (or return).
- The limits to investment by reference to amount, duration and credit rating were largely unchanged from those applying in previous years.

### **4.3 External Context**

#### ***Economic Background***

- 4.3.1 The war in Ukraine continued to keep global inflation above central bank targets and the UK economic outlook remained relatively weak with the chance of a mild recession. The economic backdrop during the January to March period continued to be characterised by high energy and commodity prices, high inflation, and the associated impact on household budgets and spending.
- 4.3.2 Central Bank rhetoric and actions remained consistent with combatting inflation. The Bank of England, US Federal Reserve, and European Central Bank all increased interest rates over the period, even in the face of potential economic slowdowns in those regions.
- 4.3.3 Starting the financial year at 5.5%, the annual CPI measure of UK inflation rose strongly to hit 10.1% in July and then 11.1% in October. Inflation remained high in subsequent months but appeared to be past the peak, before unexpectedly rising again in February. Annual headline CPI registered 10.4% in February, up from 10.1% in January, with the largest upward contributions coming from food and housing. RPI followed a similar pattern during the year, hitting 14.2% in October. In February, RPI measured 13.8%, up from 13.4% in the previous month.
- 4.3.4 Following the decision by the UK government under Rishi Sunak and Jeremy Hunt to reverse some of the support to household energy bills announced under Liz Truss, further support in the form of a cap on what energy suppliers could charge household was announced in the March Budget to run from April until the end of June 2023. Before the announcement, typical household bills had been due to rise to £3,000 a year from April.

- 4.3.5 The labour market remained tight albeit with some ongoing evidence of potential loosening at the end of the period. The unemployment rate 3mth / year eased from 3.8% April-June to 3.6% in the following quarter, before picking up again to 3.7% between October-December. The most recent information for the period December-February showed an unemployment rate of 3.7%.
- 4.3.6 The inactivity rate was 21.3% in the December-February quarter, slightly down from the 21.4% in the first quarter of the financial year. Nominal earnings were robust throughout the year, with earnings growth in December-February at 5.7% for both total pay (including bonuses) and 6.5% for regular pay. Once adjusted for inflation, however, both measures were negative for that period and have been so throughout most of the year.
- 4.3.7 Despite household budgets remaining under pressure, consumer confidence rose to -36 in March, following readings of -38 and -45 in the previous two months, and much improved compared to the record low of -49 in September. Quarterly GDP was soft through the year, registering a 0.1% gain in the April-June period, before contracting by (an upwardly revised) -0.1% in the subsequent quarter. For the October-December period it was revised upwards to 0.1% (from 0.0%), illustrating a resilient but weak economic picture. The annual growth rate in Q4 was 0.6%.
- 4.3.8 The Bank of England increased the official Bank Rate to 4.25% during the financial year. From 0.75% in March 2022, the Monetary Policy Committee (MPC) pushed through rises at every subsequent meeting over the period, with recent hikes of 50bps (basis points, or 0.01 of a %) in December and February and then 25bps in March, taking Bank Rate to 4.25%. March's rise was voted by a majority of 7-2, with two MPC members preferring to maintain Bank Rate at 4.0%. The Committee noted that inflationary pressures remain elevated with growth stronger than was expected in the February Monetary Policy Report. The February vote was also 7-2 in favour of a hike, and again with two members preferring to keep Bank Rate on hold.
- 4.3.9 After reaching 9.1% in June, annual US inflation slowed for eight consecutive months to 6% in February. The Federal Reserve continued raising interest rates over the period with consecutive increases at each Federal Open Market Committee meetings, taking policy rates to a range of 4.75%- 5.00% at the March meeting.
- 4.3.10 From the record-high of 10.6% in October, Eurozone CPI inflation fell steadily to 6.9% in March 2023. Energy prices fell, but upward pressure came from food, alcohol, and tobacco. The European Central Bank continued increasing interest rates over the period, pushing rates up by 0.50% in March, taking the deposit facility rate to 3.0% and the main refinancing rate to 3.5%.

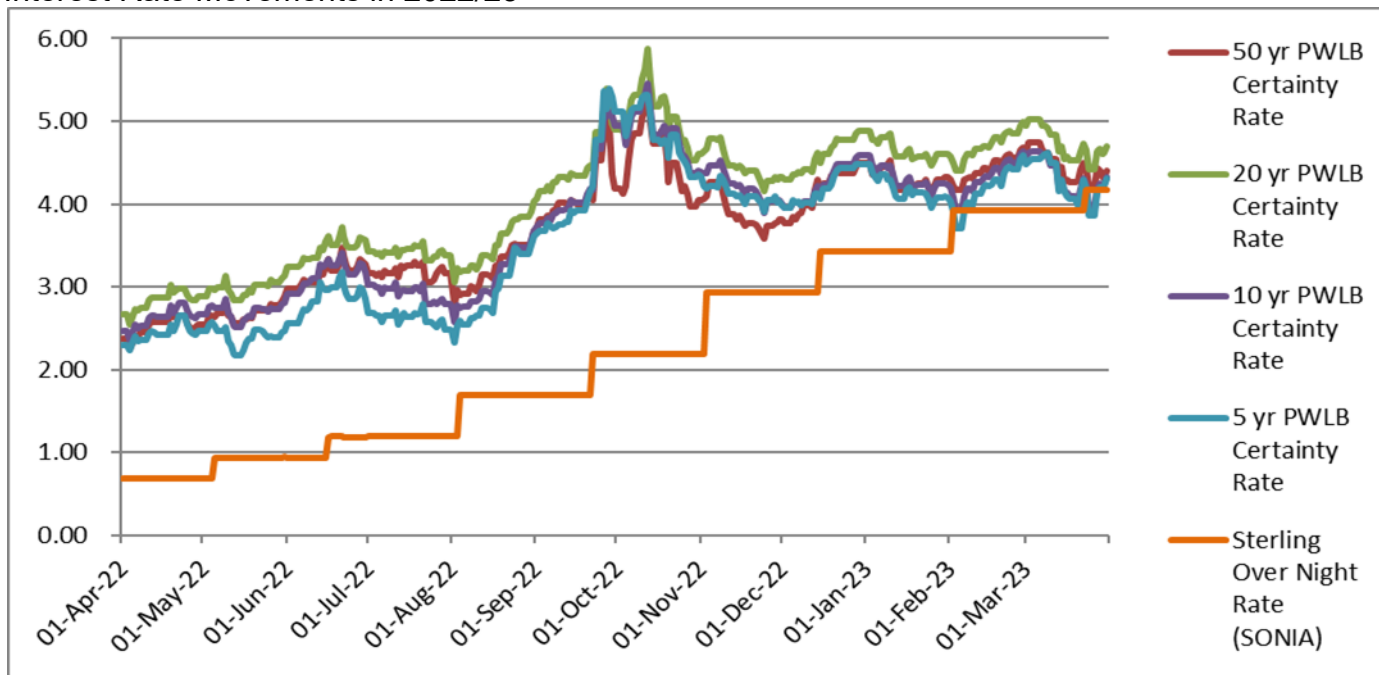
### **Financial Markets**

- 4.3.11 Uncertainty continued to be a key driver of financial market sentiment and bond yields remained relatively volatile due to concerns over elevated inflation and higher interest rates, as well as the likelihood of the UK entering a recession and for how long the Bank of England would continue to tighten monetary policy. Towards the end of the period, fears around the health of the banking system following the collapse of Silicon Valley Bank in the US and purchase of Credit Suisse by UBS caused further volatility.
- 4.3.12 Over the period, the 5-year UK benchmark gilt yield rose from 1.41% to peak at 4.70% in September before ending the financial year at 3.36%. Over the same timeframe, the 10-year gilt yield rose from 1.61% to peak at 4.51% before falling back to 3.49%, while the 20-year yield rose from 1.82% to 4.96% and then declined to 3.82%. The Sterling Overnight Rate (SONIA) averaged 2.24% over the period.

## **Credit Review**

- 4.3.13 Early in the period, Moody's affirmed the long-term rating of Guildford BC but revised the outlook to negative. The agency also downgraded Warrington BC and Transport for London.
- 4.3.14 In July, Fitch revised the outlook on Standard Chartered and Bank of Nova Scotia from negative to stable and in the same month Moody's revised the outlook on Bayerische Landesbank to positive. In September, S&P revised the outlook on the Greater London Authority to stable from negative and Fitch revised the outlook on HSBC to stable from negative.
- 4.3.15 The following month Fitch revised the outlook on the UK sovereign to negative from stable. Moody's made the same revision to the UK sovereign, following swiftly after with a similar move for a number of local authorities and UK banks including Barclays Bank, National Westminster Bank (and related entities) and Santander.
- 4.3.16 During the last few months of the reporting period, there were only a handful of credit changes by the rating agencies, and then in March the collapse of Silicon Valley Bank (SVB) in the US quickly spilled over into worries of a wider banking crisis as Credit Suisse encountered further problems and was bought by UBS.
- 4.3.17 Credit Default Prices had been rising since the start of the period on the back of the invasion of Ukraine, and in the UK rose further in September / October at the time of the then-government's mini budget. After this, CDS prices had been falling, but the fallout from SVB caused a spike on the back of the heightened uncertainty. However, they had moderated somewhat by the end of the period as fears of contagion subsided, but many are still above their pre-March levels reflecting that some uncertainty remains.
- 4.3.18 On the back of this our treasury management advisor, Arlingclose, reduced its recommended maximum duration limit for unsecured deposits for all UK and Non-UK banks / institutions on its counterparty list to 35 days as a precautionary measure. No changes were made to the names on the list.
- 4.3.19 As market volatility is expected to remain a feature, at least in the near term and, as ever, the institutions and durations on the Authority's counterparty list recommended by Arlingclose remain under constant review.
- 4.3.20 Local authorities remain under financial pressure, but Arlingclose continues to take a positive view of the sector, considering its credit strength to be high. Section 114 notices have been issued by only a handful of authorities with specific issues. While Arlingclose's advice for local authorities on its counterparty list remains unchanged, a degree of caution is merited with certain authorities.
- 4.3.21 The pattern of interest rates over the year is summarised in the chart below. Local government long-term borrowing costs are set by the Public Works Loan Board (PWLb) - these directly mirror gilt yields. Nominal investment rates, measured through the Sterling Over Night Rate (SONIA), are also shown.

## Interest Rate Movements in 2022/23 –



### 4.4 Revised CIPFA Codes, Updated PWLB Lending Facility Guidance

- 4.4.1 In August 2021 HM Treasury significantly revised guidance for the PWLB lending facility with more detail and 12 examples of permitted and prohibited use of PWLB loans. Authorities that are purchasing or intending to purchase investment assets primarily for yield will not be able to access the PWLB except to refinance existing loans or externalise internal borrowing. Acceptable use of PWLB borrowing includes service delivery, housing, regeneration, preventative action, refinancing and treasury management.
- 4.4.2 CIPFA published its revised Prudential Code for Capital Finance and Treasury Management on 20<sup>th</sup> December 2021. The key changes in the two codes are around permitted reasons to borrow, knowledge and skills, and the management of non-treasury investments.
- 4.4.3 The principles of the Prudential Code took immediate effect although local authorities could defer introducing the revised reporting requirements until the 2023/24 financial year if they wished. The Council took advantage of the option to defer introducing the revised reporting requirements until the 2023/24 year.
- 4.4.4 To comply with the Prudential Code, authorities must not borrow to invest primarily for financial return. This Code also states that it is not prudent for local authorities to make investment or spending decision that will increase the Capital Financing Requirement (CFR) unless directly and primarily related to the functions of the authority. Existing commercial investments are not required to be sold; however, authorities with existing commercial investments who expect to need to borrow should review the options for exiting these investments
- 4.4.5 Borrowing is permitted for cashflow management, interest rate risk management, to refinance current borrowing and to adjust levels of internal borrowing. Borrowing to refinance capital expenditure primarily related to the delivery of a local authority's function but where a financial return is also expected is allowed, provided that financial return is not the primary reason for the expenditure. The changes align the CIPFA Prudential Code with the PWLB lending rules.

- 4.4.6 Unlike the Prudential Code, there was no mention of the date of initial application in the Treasury Management Code. The Treasury Management Code now includes additional requirements for service and commercial investments, beyond those in the 2017 version. The Authority followed the same process as the Prudential Code, i.e. delayed changes in reporting requirements to the 2023/24 financial year.
- 4.4.7 Given the nature of the Council's present and forecast capital investment and related borrowing decisions, aside from the changes to reporting requirements, it is unaffected by these changes.

#### 4.5 **Treasury Management Performance 2022/23**

- 4.5.1 By 31<sup>st</sup> March 2023, the Council had net borrowing of around £87M, arising from its revenue and capital income and expenditure, a decrease of £32M from the previous year.

The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), while usable reserves and working capital are the underlying resources available for investment. These factors are summarised in the table below.

Table 1: Balance Sheet Summary

	31 Mar 2022 £M	2022/23 Movement £M	31 Mar 2023 £M
General Fund CFR	289.6	(8.4)	281.2
Less: CFR re Debt - Managed by Lancashire County Council (LCC)	(14.9)	0.1	(14.8)
Re Private Finance Initiative (PFI) Arrangements	(69.1)	0.2	(68.9)
<b>Loans/Borrowing CFR</b>	<b>205.6</b>	<b>(8.1)</b>	<b>197.5</b>
Less: Usable Reserves and Working Capital	(86.0)	(24.3)	(110.3)
<b>Net Borrowing (excludes LCC and PFI debt)</b>	<b>119.6</b>	<b>(32.4)</b>	<b>87.2</b>

- 4.5.2 High interest rates have increased the cost of short-term, temporary loans; however, no new borrowing was taken during the year. Investment returns from cash assets that may be used in lieu of borrowing have also increased, and the Authority has felt the benefit of this. The Authority pursued its strategy of keeping borrowing and investments below their underlying levels, sometimes known as internal borrowing, in order to reduce risk and keep interest costs low.

- 4.5.3 The treasury management position at 31<sup>st</sup> March 2023 and the change during the year is shown in the table below:

Table 2: Treasury Management Summary

	31 Mar 2022 Balance £M	Movement £M	31 Mar 2023 Balance £M	31 Mar 2023 Rate %
Long-term Borrowing	141.8	(3.8)	138.0	3.9%
Short-term borrowing	20.0	(20.0)	0.0	
Other Debt (PFI and Debt Managed by LCC)	72.7	(2.5)	70.2	
<b>Total Borrowing</b>	<b>234.5</b>	<b>(26.3)</b>	<b>208.2</b>	
Short-term Investments	10.0	23.5	33.5	3.5%
Cash and Cash Equivalents	32.2	(14.9)	17.3	4.1%
<b>Total Investments</b>	<b>42.2</b>	<b>8.6</b>	<b>50.8</b>	
<b>Net Borrowings</b>	<b>192.3</b>	<b>(34.9)</b>	<b>157.4</b>	



4.5.4 In summary, the key changes to the Council's overall debt position across the year were:

- (a) A decrease in the level of short term borrowing, from £20.0M to nil,
- (b) Principal repayments of £3.6M on PWLB EIP (Equal Instalment of Principal) loans,
- (c) Repayments of part of the outstanding PFI debt recognised on the balance sheet for Building Schools for the Future (BSF), and of debt managed by LCC.

No debt rescheduling was undertaken, because the premiums payable on early repayment of PWLB and Market debt made it uneconomic to do so.

4.5.5 No short-term loans were taken during the year, and investment balances have continued to be unusually high, impacted by significant capital grant funding being received in advance of scheme expenditure.

4.5.6 In summary, the outturn position in respect of interest costs and income, and MRP charges, was as follows:

*Table 3: Treasury Revenue Outturn 2022/23*

<b>Outturn 2021/22 £'000</b>		<b>Original Budget 2022/23 £'000</b>	<b>Outturn 2022/23 £'000</b>	<b>Variance to Budget 2022/23 £'000</b>
5,584	Interest paid on borrowing – long term debt	5,511	5,531	20
163	Interest paid on borrowing – short term debt	1,092	104	(988)
184	Interest paid on debt managed by LCC	290	357	67
5,723	PFI interest paid	5,697	5,731	34
(54)	Interest – treasury / other minor elements	(25)	(1,315)	(1,290)
5,814	MRP on Council borrowing	6,060	5,792	(268)
194	MRP on PFI debt	210	210	0
209	MRP on debt managed by LCC	152	188	36

4.5.7 Interest paid on borrowing in 2022/23 was around £1M less than the original estimate, reflecting the decision not to take any additional debt during the year.

4.5.8 The average investment balance over the year has increased to £66M (£61M in 2021/22). Investment balances have remained high during this year, largely due to the timing of funds received from central government and significant capital grants received in advance of spend being incurred, including Darwen Town Deal and Levelling Up funding. (See Weekly Balances **Appendix 1**).

4.5.9 Investment interest rates were relatively high at the beginning of the year and increased throughout in line with Bank Rate rises. Funds have continued to be invested for short periods, and sometimes with the government's Debt Management Office, to manage risk. Despite this low risk approach, interest earned on treasury cash investments has been extremely high during the year, increasing from £0.05M in 2021/22 to £1.3M in 2022/23.

4.5.10 The average rate of return for the whole financial year was 1.98% (against 0.08% in 2021/22).

## **4.6 Borrowing Update**

4.6.1 As indicated above, the Authority was not planning to borrow to invest primarily for commercial return and so is unaffected by the changes to the Prudential Code.

4.6.2 At 31<sup>st</sup> March 2023, the authority held £208.2M of loans, a decrease of £26.3M compared to 31<sup>st</sup> March 2022, as part of its strategy for funding previous and current years' capital programmes. Outstanding loans on 31<sup>st</sup> March are summarised in the table below:

Table 4: Borrowing Position

	31 Mar 2022 Principal (£M)	Rate / Return	Average Life (Yrs)	31 Mar 2023 Principal (£M)	Rate / Return	Average Life (Yrs)
Fixed Rate Funding:						
Public Works Loan Board	123.5	3.79%	17.4	120.0	3.84%	16.9
Market Debt (Long Term)	10.3	4.45%	31.9	10.0	4.47%	31.6
Market Debt (Short Term)	20.0	0.61%		0.0		
	<b>153.8</b>			<b>130.0</b>		
Variable Rate Funding:						
Public Works Loan Board	0.0			0.0		
Market Debt	8.0	4.50%	19.0	8.0	4.50%	18.0
	<b>8.0</b>			<b>8.0</b>		
Loans Taken by Blackburn with Darwen Borough Council	<b>161.8</b>			<b>138.0</b>		
Debt from PFI Arrangements	59.7			57.5		
Debt Managed by LCC	13.0	1.82%		12.7	2.80%	
<b>Total Debt</b>	<b>234.5</b>			<b>208.2</b>		

4.6.3 The Council's chief objective when borrowing has been to strike an appropriately low risk balance between securing low interest costs and achieving cost certainty over the period for which funds are required, with flexibility to renegotiate loans should long-term plans change being a secondary objective.

4.6.4 In-keeping with these objectives, no new borrowing was taken during the year, while £23.6M of existing loans were allowed to mature without replacement. This strategy enabled the Council to reduce net borrowing costs (despite foregone investment income) and reduce overall treasury risk.

4.6.5 **LOBO loans:** The Authority continues to hold £13M of LOBO (Lender's Option Borrower's Option) loans where the lender has the option to propose an increase in the interest rate as set dates, following which the Authority has the option to either accept the new rate or to repay the loan at no additional cost. No banks exercised their option during the year.

#### **4.7 Treasury Investment Update**

4.7.1 CIPFA published a revised Treasury Management in the Public Services Code of Practice and Cross-Sectoral Guidance Notes on 20<sup>th</sup> December 2021. These define treasury management investments as investments that arise from the organisation's cash flows or treasury risk management activity that ultimately represents balances that need to be invested until the cash is required for use in the course of business.

4.7.2 The Authority holds invested funds, representing income received in advance of expenditure plus balances and reserves held. During the year, the Authority's investment balances ranged between £42M and £85M due to timing differences between income and expenditure. The investment position is shown in the table below.

Table 5: Treasury Investment Position

	31 Mar 22 Balance £M	Movement £M	31 Mar 2023 Balance £M	31 Mar 2023 Income Return %
Banks and Building Societies (unsecured)	3.1	(3.1)	0.00	0.7%
Government (incl Local Authorities)	10.0	23.5	33.5	3.5%
Money Market Funds	29.1	(11.8)	17.3	4.1%
<b>Total Investments</b>	<b>42.2</b>	<b>8.6</b>	<b>50.8</b>	<b>3.7%</b>

4.7.3 Both the CIPFA Code and government guidance require the Authority to invest its funds prudently, and to have regard to the security and liquidity of its treasury investments before seeking the optimum rate of return, or yield. The Authority's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income.

4.7.4 Higher returns on cash instruments followed the increases in Bank Rate throughout the year, and at 31<sup>st</sup> March, the 1-day return on the Authority's MMFs ranged between 3.97% and 4.12%.

4.7.5 Similarly, deposit rates with the Debt Management Account Deposit Facility (DMADF) increased significantly throughout the year and by 31<sup>st</sup> March were between 4.05% and 4.15% depending on the deposit maturity. The average return on the Authority's DMADF deposits during the year was 2.09%.

#### 4.8 Compliance

4.8.1 The Chief Executive as Interim Section 151 Officer reports that all treasury management activities during the year complied fully with the CIPFA Code of Practice and have complied with the Authority's approved Treasury Management Strategy.

4.8.2 The position with regard to performance against Treasury/Prudential Indicators in 2022/23 is summarised in **Appendix 2 and 3**. There was no breach of the Authorised Borrowing Limit or the Operational Boundary (set for management purposes).

Outturn capital spend was £15.6M, which is below the £35.7M anticipated at the start of the year.

#### 4.9 Treasury Management Consultancy

4.9.1 The Council is contracted up to 31<sup>st</sup> March 2026 to receive treasury management support from Arlingclose Limited. They provide advice and information on the Council's investment and borrowing activities, although responsibility for final decision-making remains with the Council and its officers.

4.9.2 Over the period, in providing support to the Council, Arlingclose have provided ongoing officer training; support for and review of treasury decisions, reports and strategies; feedback on accounting for treasury activities; benchmarking with other authorities; guidance on borrowing and investment opportunities; forecasts of interest rates; and regular updates on credit ratings and other information on credit quality. The quality of the support provided has been of a high standard.

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## 5. POLICY IMPLICATIONS

The information contained within this report accords with the Capital Strategy and the three-year budget forecast within the Medium Term Financial Strategy 2022/25, as approved at Finance Council on 28<sup>th</sup> February 2022, and the Treasury Management Strategy for 2022/23 as approved by Executive Board on the 10<sup>th</sup> March 2022.

## 6. FINANCIAL IMPLICATIONS

The financial implications arising from the 2022/23 Treasury Outturn have been incorporated into the body of this report.

## 7. LEGAL IMPLICATIONS

**7.1** Under the Local Government Act 2003, local authorities determine locally their levels of capital investment and associated borrowing. The Prudential Code has been developed to support local authorities in taking these decisions, and the Council is required by Regulation to have regard to the Code when carrying out its duties under Part 1 of the Local Government Act 2003.

**7.2** The Department for Communities and Local Government issued Guidance on Local Government Investments, under the Local Government Act 2003, effective from 1<sup>st</sup> April 2010. Authorities must manage their investments within an approved strategy, setting out what categories of investment they will use and how they will assess and manage the risk of loss of investments.

## 8. RESOURCE IMPLICATIONS

None.

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## 9. EQUALITY AND HEALTH IMPLICATIONS

**Please select one of the options below. Where appropriate please include the hyperlink to the EIA.**

Option 1  Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2  In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. (*insert EIA link here*)

Option 3  In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. (*insert EIA attachment*)

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## 10. CONSULTATIONS

None

## 11. STATEMENT OF COMPLIANCE

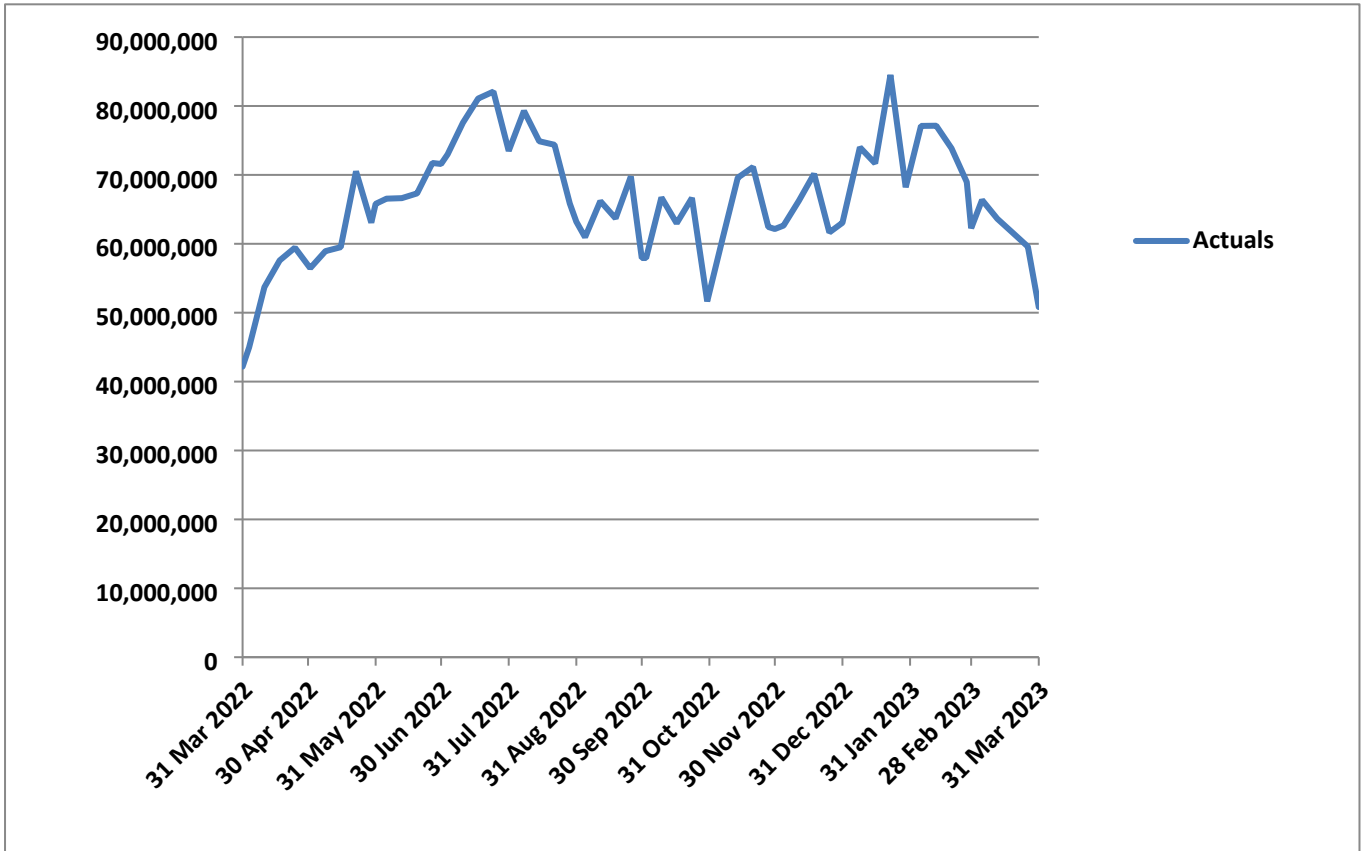
The recommendations are made further to advice from the Monitoring Officer and the Chief Executive as Interim Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

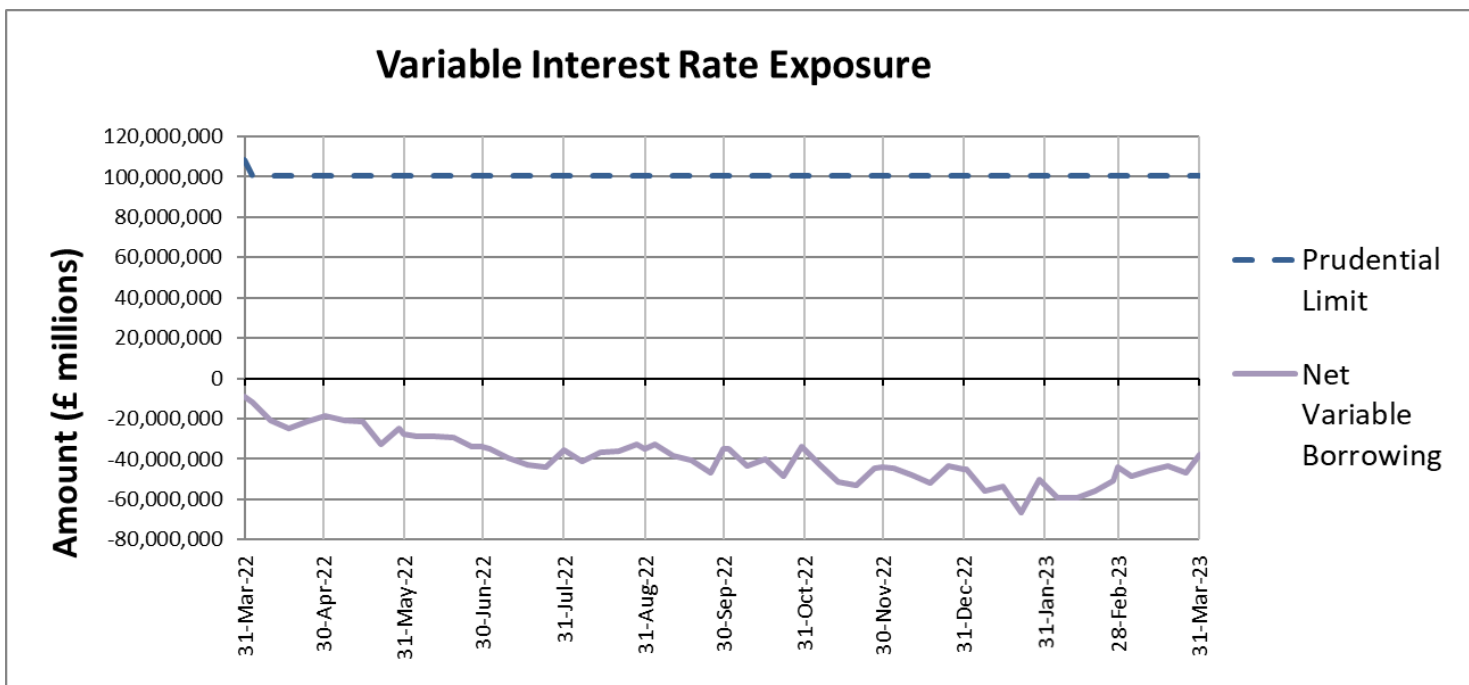
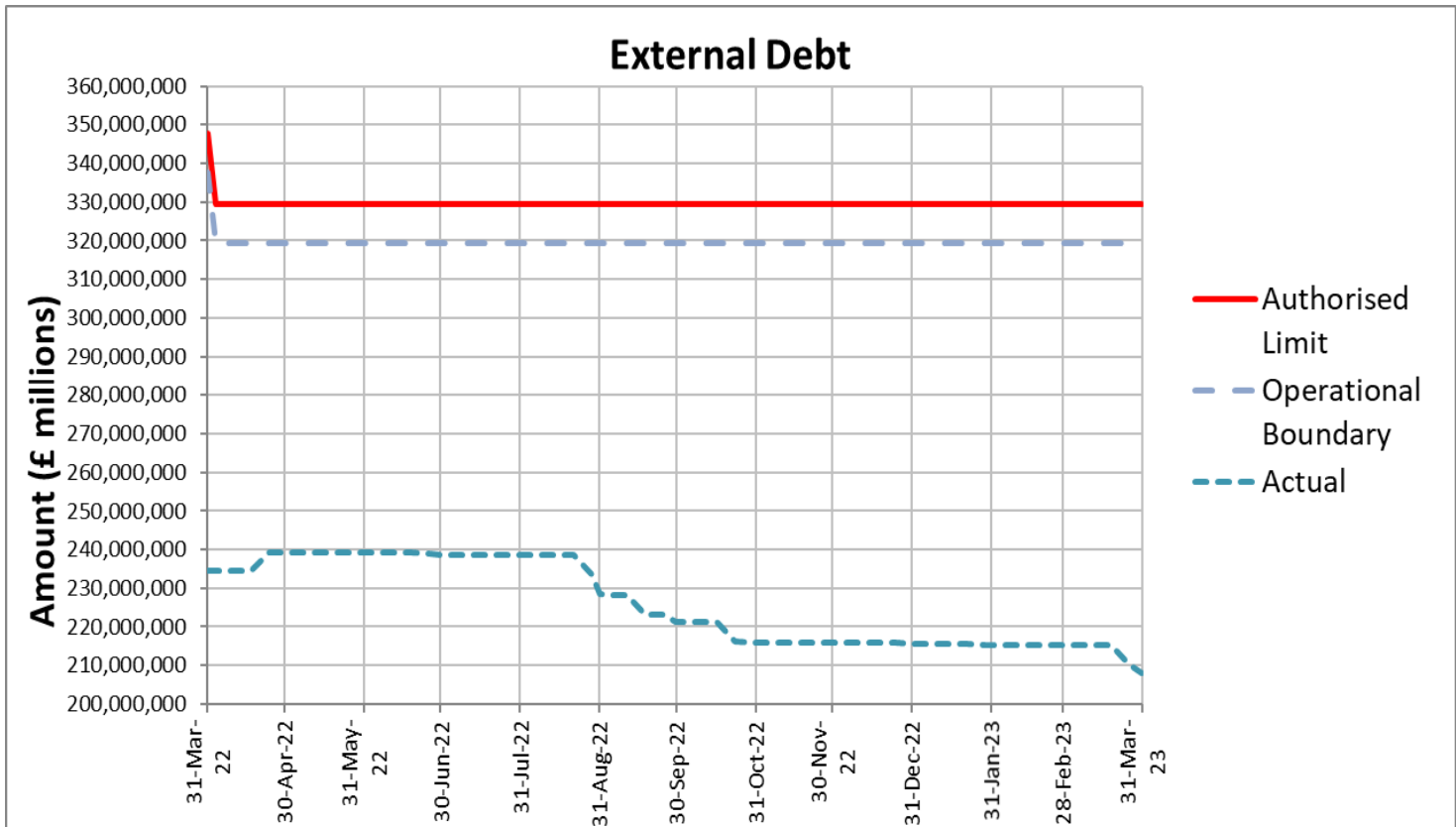
## 12. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded in the Summary of Decisions published on the day following the meeting.

<b>VERSION:</b>	<b>V1.0</b>
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<b>CONTACT OFFICER:</b>	Jenny Bradley – Finance Manager	extn 267681
	Simon Ross – Head of Finance	extn 585569
<b>DATE:</b>	June 2023	
<b>BACKGROUND PAPER:</b>	Treasury Management strategy for 2022/23 approved at Executive Board on the 10 <sup>th</sup> March 2022. Update to the Prudential and Treasury Management Indicators approved by the Executive Board on the 8 <sup>th</sup> September 2022.	





Indicator 2022/23	As Approved Sept 22			Current Monitoring		Commentary
Estimated Capital Expenditure	£35.7M			£15.6M		
Estimated Total Capital Financing Requirement at End of Year	£296.7M (incl projections re LCC debt £14.8M and accumulated PFI / lease debt £68.9M)			£281.2M (incl LCC debt £14.8M and accumulated PFI / lease debt £68.9M)		
Estimated Ratio of Financing Costs to Net Revenue Stream	12.60%			6.50%		
Outturn External Debt Prudential Indicators	LCC Debt	15.0M		<b>Borrowing to Date</b>	<b>£M</b>	LCC debt and BSF PFI debt will both fall across the year, as debt payments are made
	PFI Elements (no lease)	69.2M		LCC Debt	12.7	
	Remaining Elements	235.2M		PFI Elements	57.5	
	<b>Operational Boundary</b>	<b>319.4M</b>		BwD	138.0	
	<b>Authorised Borrowing Limit</b>	<b>329.4M</b>		<b>Total</b>	<b>208.2</b>	
Variable Interest Rate Exposure	£100.5M			Exposure to Date	(£37.8M)	Limit not breached during the year
Fixed Interest Rate Exposure	£228.3M			Exposure to Date	£125.0M	Limit not breached during the year
Prudential Limits for Maturity Structure of Borrowing	<b>Lower Limit</b>	<b>Upper Limit</b>	<b>Period (Years)</b>	<b>Actual Maturity Structure to Date</b>		
				<b>Period (Years)</b>	<b>£M</b>	<b>%</b>
	0%	50%	<1	<1	11.4	8%
	0%	30%	1-2	1-2	15.2	11%
	0%	30%	2-5	2-5	20.5	15%
	0%	30%	5-10	5-10	22.7	17%
	20%	95%	>10	>10	68.2	49%
			<b>Total</b>	<b>138.0</b>	<b>100%</b>	
Total Investments for Longer than 364 Days	£7M			No Long Term Investments Made		



## EXECUTIVE BOARD DECISION



<b>REPORT OF:</b>	Executive Member for Growth & Development Executive Member for Children, Young People and Education
<b>LEAD OFFICERS:</b>	Strategic Director of Environment & Operations Strategic Director of Children, Young People and Education
<b>DATE:</b>	Thursday, 6 July 2023

<b>PORTFOLIO/S AFFECTED:</b>	Children, Young People and Education
<b>WARD/S AFFECTED:</b>	Blackburn South and Lower Darwen; Darwen South; West Pennine;
<b>KEY DECISION:</b>	YES

**SUBJECT: Consultation on and proposed changes to school transport bus services to Bolton Schools.**

### 1. EXECUTIVE SUMMARY

The Council has a statutory duty to provide free home to school transport services to school age children in the Borough who meet the relevant criteria. The Council's policy on home to school transport and the services provided to pupils in the Borough have undergone significant reviews and changes over the last decade to ensure that transport arrangements continue to meet statutory requirements, whilst remaining a cost effective, appropriate use of public funds.

In light of recent changes in local transport arrangements, in terms of equity and consistency, there is a clear need to review the Council's school bus arrangements for pupils travelling from this Borough to schools in Bolton. Details of the current services are set out in the "School Bus Services for Bolton Schools" leaflet. As this is an existing service, it is felt appropriate that the pupils and families currently using these services (or likely to do so in the future) should be consulted about any proposals for changes to those services. The Executive Member for Children, Young People and Education gave approval for the consultation on 10 February, 2023.

<https://democracy.blackburn.gov.uk/ieListDocuments.aspx?CId=164&MId=3486&Ver=4>

The consultation took place between 6<sup>th</sup> March 2023 and 19<sup>th</sup> May 2023. Three statements were consulted on (see Section 3 below). These consultation responses and proposals were considered by officers, Executive Member and the independent consultant for this process. The outcomes of these discussions are recommended below.

An Equality Impact Assessment has been completed. Making the proposed changes would have a negative impact on the south of the Borough because that would remove the favourable arrangements this area currently enjoys, which the Council does not provide elsewhere in the Borough. However, the proposed changes would ensure that the Council's arrangements for and provision of designated home to school transport services treated pupils equally across the Borough.

## 2. RECOMMENDATIONS

That the Executive Board:

- Agree that home to school transport provision to Bolton Schools should be amended to bring it in line with provision across the Borough.
- Agrees to remove the 480 and 925 Designated School Bus Service routes by the end of summer 2028 (or sooner, if not required).
- Agrees that fare-paying pupils who desire to use these designated school bus services should continue to be allowed to do so.

## 3. BACKGROUND

All education authorities have a duty to provide free home to school transport to pupils in their area who meet the statutory eligibility requirements. Since 2010, the Council has reviewed and amended its home to school transport policy and transport provision several times. Discretionary home to school transport for pupils choosing to attend faith schools was withdrawn many years ago, although some pupils still retain a statutory entitlement to home to school transport to faith schools provided/arranged by the Council (on low income criteria). In addition, some faith schools in the Borough have chosen to provide the necessary funding themselves to enable school bus services to run which many of their pupils can access.

The Council currently provides four designated school bus services that carry pupils living in the south of the Borough to Bolton schools. Although some of these services carry paying passengers, the financial cost of those services is heavily subsidised by this Council. On review, it became apparent that some of these services are no longer required in order for the Council to fulfil its statutory duties regarding home to school transport provision.

The current provision of these school transport services gives pupils who are able to access them a level of service that the Council does not provide to pupils across the rest of the Borough and also clearly exceeds our statutory home to school transport duties, and our policy. In recent months, this disparity in provision has been raised with the Home to School Transport Team by a number of families in the Borough. In light of the important need to treat pupils equally (and bearing in mind current and likely future budget pressures) it was proposed that the Council should review its current bus services for pupil's resident within the Borough's boundaries who attend schools in the area of Bolton.

This review potentially highlighted a need to alter some of the existing provision to ensure a consistent approach across the whole Borough, so that all pupils are treated fairly in terms of the home to school transport services directly provided by the Council.

However, before making any changes, the Council needed to consult with parents of current and prospective pupils using existing transport, and other bodies, including the Manchester Diocese (as one of the schools currently served by the existing transport arrangements is a Church of England high school). The consultation asked for responses on three statements. Those statements and the responses received are set out in Appendix 1.

Although the majority of online consultees (63%, 70 respondents) were in favour of the Council continuing to provide transport for children who are not eligible for free transport, this is not the Council's policy or practice elsewhere in the Borough and is thus an inequality. This paper therefore recommends that the Council should amend this element of current home to school transport provision.

Again, the majority of online consultees (86%, 70 respondents) disagreed with the proposal for the Council to revise or withdraw routes that are not required to transport children who are eligible for free home to school transport. The provision of discretionary transport routes for non-eligible children is

counter to the current home to school transport policy and not necessary to enable the Council to comply with its policy or to fulfil its statutory duty.

This report therefore recommends the withdrawal of designated school bus routes 925 and 480 given they are not required to fulfil the Council's statutory home to school transport duties. The 925A and 975 school services transport children who are entitled to receive home to school transport from the Council and it is proposed that these routes should remain unchanged.

However, the 925 and 480 routes are being used by current pupils, who have a legitimate expectation that these services will continue to be available for the remainder of their compulsory school education. Therefore, the 925 and 480 routes can only be withdrawn when legitimate expectations have been fulfilled. As the September 2023 Year 7 cohort may have taken the existence of these routes into account in their applications for secondary school places, they also have a legitimate expectation. Therefore, these services will continue to run until the end of summer 2028. Running these services will allow for the new Year 7 pupils and existing pupils to continue to travel with NO impact over the next 5-years.

The majority of online consultees (76%, 70 respondents) agreed with the Council's proposal to allow fare paying children not eligible for free transport to continue to use its Bolton school bus services until they complete their secondary education in summer 2028 (where there is space on those services, as first priority must be given to children who are owed the statutory duty). This is in line with practice across the Borough, where fare paying pupils are permitted to travel on designated school transport to other schools. Therefore, it is fair and reasonable to apply the same practice to the designated school bus services for Bolton schools.

#### **4. KEY ISSUES & RISKS**

There is a clear risk of unequal treatment if a limited number of pupils effectively have access to discretionary transport arrangements made and subsidised by the Council which are not available to all pupils across the Borough. There is also a risk of complaints about the Council arranging and providing services which fall outside its current home to school transport policy.

There is a risk of complaint from parents of current or future pupils who would wish to attend one of the schools served by the current arrangements if the Council withdraws that service in the future. However, the Council will continue to fulfil its statutory duty to provide the required home to school transport for all eligible pupils in this Borough.

The Council embarked on a partnership working with schools in Blackburn with Darwen that benefit from having a designated school transport bus service to which schools contribute to their transport costs taking on their own subsidy balance or their own transport arrangements. Schools in Bolton have always declined this approach to partnership working.

School transport will not be removed completely from this area as some pupils in this area qualify for free home to school transport to their nearest suitable school, which the Council has a statutory duty to provide. Therefore, appropriate school transport will continue to be provided in this area to enable the Council to fulfil its statutory duties. Transport will not be available to all schools which pupils might prefer to attend, but transport to their nearest suitable school will be available for all eligible pupils.

#### **5. POLICY IMPLICATIONS**

There are no policy changes relating to this decision. This report seeks to ensure consistency and fairness in the application of its Home to School Transport policy.

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## 6. FINANCIAL IMPLICATIONS

The total current cost of the four routes concerned is £128,580. Some of the existing routes carry children with a statutory entitlement to free home to school transport, so the Council will continue to incur much of the existing cost of school transport services in this area. However, one route in its entirety could potentially be removed which could enable an annual cost saving of £29,000 from September 2028 onwards.

Due to the current economic climate and the fact the routes have been awarded for a 3 year period the above contracts are subject to an annual review.

## 7. LEGAL IMPLICATIONS

The Council's Home to School Transport policy is in line with the statutory home to school transport duties mandated in the Education Act 1996 (as amended). Any changes decided upon by members following officer recommendations will not impact on any statutory aspects of the transport provision and the Council will continue to ensure that it fulfils its statutory home to school transport duties to all eligible pupils.

It is lawful and appropriate for the Council to seek to ensure parity of treatment for all its school age pupils by reviewing and amending its home to school transport arrangements, where this is necessary in order to ensure that its provision of services is equal and fair to school age pupils across the whole Borough.

## 8. RESOURCE IMPLICATIONS

None.

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## 9. EQUALITY AND HEALTH IMPLICATIONS

**Please select one of the options below. Where appropriate please include the hyperlink to the EIA.**

Option 1  Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2  In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. (*insert EIA link here*)

Option 3  In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. (*insert EIA attachment*)

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## 10. CONSULTATIONS

A process of extensive consultation from the 6<sup>th</sup> March 2023 until 19<sup>th</sup> May 2023, informing interested parties of the review of the provision of school bus services to Bolton schools in line with the current

Home to School Transport Policy. An online consultation was opened from Monday, 6<sup>th</sup> March 2023 and concluded on Friday, 19<sup>th</sup> May 2023.

Headteachers of Secondary and Primary schools in the area were informed of this and asked to advise families of children attending their schools, through their existing communication channels, of the online consultation's location on the Council's website. Details of the consultation were advertised on the School Transport page of the Council's website and advertised by the Council's Communications service. In addition to the online consultation, a wide range of stakeholders was also invited to state their views. These included:

- Headteachers of Primary and Secondary schools in Darwen and the south of the Borough;
- Headteachers of Bolton Schools: Canon Slade School, Turton School, Sharples School and Thornleigh Salesian College;
- The Church of England Dioceses of Blackburn and Manchester;
- The Roman Catholic Diocese of Salford;
- The two Members of Parliament.

A reminder email was sent to all parties on Friday, 5<sup>th</sup> May 2023.

All responses have been received either online or sent directly. The Council summarised the responses and has published every response which accompanied the decision (attached as Appendix 1).

If a decision is taken to amend existing arrangements, the outcome will be communicated to pupils and families via schools and information provided to fare payers using these services. Information will also be provided via the school admissions prospectus to enable parents to make informed decisions in the light of that information when selecting school preferences for the secondary school admissions round from September 2023 onwards.

## 11. STATEMENT OF COMPLIANCE

The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

## 12. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded in the Summary of Decisions published on the day following the meeting.

<b>VERSION:</b>	<b>1</b>
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<b>CONTACT OFFICER:</b>	Jackie Clarkson – Transport Team Leader
	John Threlfall – Consultant for the Consultation on Home to School Transport

	Gina Smith – Senior Transport Officer
<b>DATE:</b>	12 <sup>th</sup> June 2023
<b>BACKGROUND PAPER:</b>	Appendix 1: Consultation and Consultation summary. Appendix 2: Blackburn with Darwen’s Home to School Transport Policy. Appendix 3: Bolton school bus services leaflet.



**Home to School Transport Consultation**  
**School Bus Services to Bolton Schools**  
**June 2023**

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## **Background**

Some children benefit from free Home to School Transport either because of the distance they live to their nearest school or through specific family circumstances.

Local Authorities must provide free transport for all pupils of compulsory school age (5-16) if their nearest suitable school is:

- Beyond 2 miles (if below the age of 8) or
- Beyond 3 miles (if aged between 8 and 16).
- They must also make transport arrangements for all children who cannot reasonably be expected to walk because the nature of the route is deemed unsafe to walk.

In addition, Local Authorities must provide free transport where pupils are entitled to free school meals or their parents are in receipt of maximum Working Tax Credit if the nearest suitable schools are:

- Beyond 2 miles (for children over the age of 8 and under 11).
- Between 2 and 6 miles (if aged 11-16 and there are no more than three suitable nearer schools).
- Between 2 and 15 miles and the school is the nearest school preferred on the grounds of religion or belief (aged 11-16).

Due to changes over several years, the Council is concerned that some of the services are operating outside of the current policy. The Council must ensure that all services provided are in line with current arrangements and policy while still fulfilling its statutory duties for all children who are eligible for free home to school transport.

## **The Consultation**

On 6<sup>th</sup> March 2023 Blackburn with Darwen Borough Council launched a consultation in respect of proposals to review a number of designated school bus services taking children who live in the Borough to schools in Bolton. The consultation concluded on Friday 19<sup>th</sup> May 2023.

An online questionnaire was available to persons resident in the Borough of Blackburn with Darwen

Consultees were firstly asked three questions:

### **Question 1:**

Does your child attend Canon Slade School or Turton School or will commence Year 7 in September 2023?

### **Question 2:**

Does your child or children qualify for free home to school transport provided by the Council?

### **Question 3:**

Does your child or children travel to a Bolton School as a fare-paying passenger on a bus provided by the Council?

Secondly, consultees were presented with three statements:

### **Statement 1:**

***The Council currently subsidises home to school transport for fare-paying children in the Borough to travel to schools in the Bolton area, which is an opportunity not available elsewhere in the Borough.***

Consultees were asked if they thought this was fair and were given the opportunity to express their views.

### **Statement 2:**

***The Council proposes to review and possibly remove bus routes which are not required to transport children who are eligible for free home to school transport.***

Consultees were asked if they agreed with the proposal and were given the opportunity to express their views.

### **Statement 3:**

***The Council proposes to continue to allow, at its discretion, fare-paying children who are not eligible for free home to school transport and have been offered a place at a Bolton School commencing in September 2023 to use its Bolton school bus services until they complete their secondary education in Summer 2028.***

Consultees were again asked if they agreed with the proposal and were given the opportunity to express their views.

In addition to the online consultation, a wide range of stakeholders was also invited to state their views. These included:

- Headteachers of Primary and Secondary schools in Darwen and the south of the Borough;
- Headteachers of Bolton Schools: Canon Slade School, Turton School, Sharples School and Thornleigh Salesian College;
- The Church of England Dioceses of Blackburn and Manchester;
- The Roman Catholic Diocese of Salford;
- The two Members of Parliament.

84 responses have been received either online or sent directly.

## Responses to Questions

<b>Q1. Child attends (or will in September 2023) Canon Slade HS or Turton HS.</b>		
Yes	44	63%
No	26	37%
<b>Q2. Child gets free Home to School Transport</b>		
Yes	17	24%
No	53	76%
<b>Q3. Child travels to Bolton schools as a fare-paying passenger on a bus provided by the Council.</b>		
Yes	21	30%
No	32	46%
No response	17	24%
<b>Statement 1. Is it fair to provide transport for children who do not get free transport - not available elsewhere in the Borough?</b>		
Yes	44	63%
No	26	37%
<b>Statement 2. The council proposes to revise or withdraw routes which are not required to transport children who are eligible for free home to school transport. Agree?</b>		
Yes	10	14%
No	60	86%
<b>Statement 3. The Council proposes to continue to allow, at its discretion, fare-paying children who are not eligible for free transport who have been offered a place at a Bolton school commencing in September 2023 to use its Bolton school bus services until they complete their secondary education in Summer 2028. Is this fair?</b>		
Yes	53	76%
No	17	24%

**Online Survey comments**

Consultee number	<p><b>Question 1: The Council currently subsidises home to school transport for fare-paying children in the Borough to Travel to schools in the Bolton area, which is an opportunity not available elsewhere in the Borough.</b></p> <p><b>Consultees made the following comments on Question 1:</b></p>	<p><b>Question 2: The Council proposes to review and possibly remove bus routes which are not required to transport children who are eligible for free home to school transport.</b></p> <p><b>Consultees made the following comments on Question 2:</b></p>	<p><b>Question 3: The Council proposes to continue to allow. At its discretion, fare-paying children who are not eligible for free transport who have been offered a place at a Bolton school commencing in September 2023 to use its Bolton school bus services until they complete their secondary education in Summer 2028.</b></p> <p><b>Consultees made the following comments on Question 3:</b></p>
16590313	No comments		
16590315		The bus service is vital to attend a Bolton school and do not qualify for free transport	The route needs to continue being an option even if there is a cost
16592352	My son has/will have no opportunity To travel by bus to Canon Slade. I would be willing to pay without any subsidy.	Removing transport for the majority of the children because they don't qualify for free transport would be disastrous, for the children welfare, safeguarding and the environment.	As a village, Blackburn with Darwen council benefits massively from revenue as many properties are large with high council tax bands. We have no public transport and therefore the children have no other option to use to get to school. Our 2 closest schools are in Bolton, and sending children further to go to school in BwD would cost the council and environment more in the long term.

16595331

My child is due to start Canon Slade in September. I believe there was a bus from pole lane in Darwen which a large number of students who attend Canon Slade used daily to commute but this has now been withdrawn. I am more than happy to pay the fees for a service for my child to attend a school outside the Borough but currently worried about how a just 11 year old come September will travel safely. Within the admissions policy for Canon Slade, students who reside outside the Borough who meet the threshold of points under faith, point 2 of the policy can receive an offer of a place. I feel it's important that a large school like Canon Slade that has a high number of students on roll each year into year 7 from Darwen that they are supported along with the council with travel. Why has the provision of the service been withdrawn from the bus on Pole Lane Darwen to Canon Slade?

These should only be removed if there is no requirement. Currently, within the Darwen area, there is justification for a service for students who reside in Darwen to travel to Canon Slade. There is a need and parents don't want anyone to pay they are happy to pay but the service needs to be there.

This is reassuring to hear. Can more information be shared with Canon Slade who can share this with parents for September?

16595609

It is fair as the area has no public transport as an alternative. It leaves Canon Slade pupils unable to access any transport at all. There is no option to attend any schools without public transport regardless of faith and eligibility criteria. The geographical location to the south of BwD makes walking a dangerous route for all children attending high schools in Bolton. The distance is too far to walk on unsafe and unlit roads. As an adult you would not do this in the dark do why consider a child doing this? It poses a huge safeguarding risk. If buses were to be taken away to other schools as well as Canon, then how does that get explained to the DfE in terms of attendance? Surely attendance needs to be considered as it is high on DfE agenda this year. There is no option or choice to attend schools other than Turton at present as lack of public transport means this choice has been taken away for working families. Children that are in college or want to start apprenticeships are at a huge disadvantage due to geographical location of their home. Children can't attend work experience placements as part of their wider school curriculum as there is no transport. Reducing this further puts children at a huge disadvantage. Some areas of the south of Blackburn still have a subsidised service and some have no service at all, where is the equality? The education adjudication report for submissions to Turton has cited Edgworth as affiliated with Bolton, it is also under the same faith Diocese of Manchester whereas other of BwD are under BwD Diocese. Geographical location needs to be considered as nearest local schools other than Bolton schools are further away and still

	<p>need transport in line with the transport policy. Private fares to Canon Slade school are £4.50 per day per pupil based on 11 children sharing a taxi and people carrier. A minibus is over £10 a day per child. A coach shared with another school is nearly £40 a week.....is this a fair cost to pass to families in the current climate? Costs would be similar to Turton and more to BwD schools. Having no public transport puts outlying rural communities at a disproportionate advantage to other areas of BwD especially when parents are working as well. If you don't reach the criteria for free school transport and there are no public buses, you have to work to pay bills how do you hold down a job and get children to school? Decisions and consultations on an already lacking service are putting families at risk of collapse when discretionary decisions can be made. Where there is no public transport or other school transport, children's primary need to be safeguarded in attending a school of their choice and doing so safely is being neglected by BwD Council.</p>		
16596839	<p>This currently doesn't happen for children living in Edgworth travelling to Canon Slade School.</p>	<p>You need to make schools accessible for children who go there. Edgworth has no options for Canon Slade pupils to travel to school. This needs to change asap as it is having a detrimental effect on the pupils.</p>	
16602794		<p>For some parents this is the only way of getting children to school, I live in Belmont and the public bus is very unreliable and once every 2 hours</p>	
16604605	<p>Bus service is very poor. No service from Edgworth</p>	<p>Appalling! My child will have transport to school</p>	



16605170		I feel that children should be transported to a good school outside of the Borough for safeguarding purposes and so not to discriminate on faith school choices as the schools within the Borough are not of a good standard and results are low.	This would be fair to the parents
16608759			
16617603	If it's not available for other children in the borough it shouldn't be available for these children just because they are travelling to Bolton schools. Parents have chosen to send their children to schools further away and it's their responsibility to get them to school.		Just because parents have chosen a Bolton school shouldn't mean they automatically get transport available.
16620277	Yes, agree but the cost is still expensive and the reliability and times of the service is poor.	Fine however, children need access to transport for attending high school as parents have work commitments and so require a value for money and reliable service. Thornleigh School must be considered in such plans for school transport as bus routes are currently poor and not fit for purpose.	This is a must - 100% this has to continue especially from the outer villages including Belmont to local secondary schools in Bolton.

16623478	<p>Children should have the opportunity to travel to the schools in Bolton. If this is removed, what school do the council want children to attend? Would it not cost more money in petrol getting them to school further away in the borough? We pay our council tax for this service and it is unfair to expect parents to not be able to send their children to a school out of the borough. Where are the closest high schools after Turton and Canon Slade? We are a small village and I simply feel we are forgotten about and ignored. My son is of a young age. I live in Belmont and pay my council taxes to BWD. I want to send him to a high school in Bolton. I expect he will be able to attend those schools and as a fare paying child I can't understand why he can't. I almost feel like you're secluding him for living in a small village. He has a right to a fair education of where he sees fit and I do not find it acceptable that a council seems a bus to be able to attend those said schools should result him being excluding from that.</p>	<p>You are excluding a child's right to education based on their family's income.</p>	<p>It should be extended after 2028. What about children who are due to start school in the next few years?</p>
16624637	<p>From my understanding the buses cover villages / areas, including Belmont, where there are no suitable public transport alternatives. I live in Belmont. My daughter is in year 4 currently. She is due to move to secondary school in 2025. The current proposed changes will leave my daughter and many of her peers who live in the village with no transport to a local school. We live in a more remote area and approximately 5 miles from the nearest school. There are roads without pavements which are also national speed limit. Walking is therefore not a safe or viable option.</p>	<p>Removing services for children eligible for free transport will also prevent fare paying children from accessing school which is in fact their only means of transport to and from school.</p>	<p>Children already have their secondary school places confirmed for September 2023. Parents will have made their decisions about school choice based on a number of factors, including location, accessibility and transport. It is essential that these families continue to be provided with a service.</p>

16626071	Children on the outskirts of Bolton but live in BwD will be at a massive disadvantage if the council didn't fund this. BwD should provide alternative options during this consultation as we don't know what these are so how can we comment effectively.		
16641520	Our bus to Canon Slade was cancelled And isn't subsidised We have to pay a private bus service or catch the train!	We have a child in Year 9 and her bus route from Darwen Centre was cancelled	There no longer is a bus
16650754		If they are paying fare students on this route then they will miss out if the service is stopped because there are no free home to school transport students travelling. Maybe better to cut down the stops rather than cancel the route fully.	It's an excellent service that people need to get to schools that aren't as local and struggle to get transport other ways, the bus also provides a safe place for the students.
16662256	My child used to travel to and from school on the fare-paying bus until it was cancelled this year. We now have to drive both ways every day since it's sudden and unconsulted (with us as parents, anyway) cancellation. At no point were we even given the choice to pay more for the service. The statement used to be true and fair. And it was probably heavily subsidised. But it isn't true or fair now		For the proposed provision to be "fair" for those of us whose children started at Canon Slade on the basis of the fare-paying provision and long before the service cancellation, we need to have the same or similar route reintroduced. I am aware there is one other bus offered currently but its route goes entirely the other side of Darwen and would be no use to us.
16597628		To do so would isolate Belmont children and prohibit them from going to the faith school of their choice. I am not quite sure what the criteria is to be eligible for free home to school transport - perhaps you could enlighten me? Here in Belmont we are BwD council ratepayers too.	Why should it stop at 2028 - what about children who are in years 5 and below at primary school now and wish to attend a faith school?
16690526			

16691832	The children are unable to get a public bus to school, regardless of which school they go to as there is no service at a time suitable for the start of the school day so are unable to use a bus pass so their travel should be subsidised	As mentioned previously. There MUST be a transport system in place for children to get to school independently and this service is currently the only one available	It should remain in place permanently
16692139	Where we live the closest secondary school is in Bolton and is called Turton High School and was built to provide for the children of Turton/Edgworth. There are no public bus services at all from Edgworth. It makes a lot more sense environmentally to provide a bus service to the closest secondary schools than expect parents to drive children to schools further afield. TBH I would prefer Edgworth to revert back to being part of Bolton as it is by address anyway.	There are no public bus services from Edgworth at all to anywhere, how are children supposed to get to school!!!	Bus services to Bolton should be available in some capacity anyway.
16692151		How do children get to school if there is no public transport or school buses, Turton School is too far away for children to walk.	
16694299	Why does it matter why the school is if it is the best one for my child? I am paying 3.75 a day for fares and I am happy to do so to get to the school of our choice (I would pay more if needed).	Allow people the choice.	
16702020			
16708651	It doesn't seem particularly subsidised - £2.50 per day still equates to a high cost for families. And it can be an unreliable service at times too Plus presumably it's caused by not having any other schools to access nearby - the schools in Darwen would be even further and surely more costly to provide transport too.	I don't particularly understand the statement. If bus services are not needed then yes they should be removed. But if the service to Turton school was removed then it would simply mean many cars being used to drive the kids to school twice a day, which I'm sure is not what anyone is trying to achieve.	Kids need transport to access the school

16743580	It increases parental choice of school for their child	This is an essential service particularly for rural pupils	It is essential service
16757011			There is no public transport the children can use to get to school from Edgworth.
16767200			What about children beyond this period?
16774100	Edgworth does not have a public bus service. The children can only get to school by lifts from parents. There is a need for a school bus and also a public service bus,	Canon Spade school, Turton High School and Thornleigh pupils need transport from Edgworth	Please provide some kind of transport from Edgworth.
16787903			
16790219			
16804589	I think most parents are willing to pay a reduced fare as long there is a service available near to home that will take them to and from school their school	There MUST be a wider consideration made than just eligibility for free home to school transport. The Council's own local transport policy priorities; to improve access to services, reduce carbon emissions, increase safety & security, improve road safety - Must also be considered if transport to schools is removed then this will significantly impact on all those priorities as many children are taken by car as well as being left to walk part way & cross busy roads to get to school every day.	Yes this would be welcomed. It is essential the Edgworth to Canon Slade and Turton services are included in this proposal and reinstated. There are many children in the village and surrounding area that will rely on this service from Sept 2023. Without the service they will be cut off from public transport from what are their local high schools. Numerous working parents having to ferry children back and forth in their cars has a significant impact on the already congested roads and on air quality in the area, also children potentially having to make their own way home walking long distances, when parents are at work, raises safeguarding concerns and is a worrying situation.
16819128	My son is at Sharples the service can be late & occasionally hasn't turned up	The service is crucial for children to get to school what else do they do?	

16823871	Actually you do not make provision for children travelling to Canon Slade currently so the statement is not accurate. I think this should be an option for those who choose the closest school, which is out of borough or because it is the closest faith school	The bus routes are invariably also for fare paying children and local residents. Rural areas bus services need to be protected for all. Often these rural areas pay considerably higher council tax due to house bandings and yet are denied good connectivity. This is not helpful in promoting less car use or reducing isolation of elderly populations.	Again this is not an accurate statement as the service has already been removed. It needs to be reinstated to support the educational outcomes of children, provide choice based on faith and/or distance and support successful year 7 transition from rural primary schools such as Turton and Edgworth and Hoddlesden
16835120	Loaded question as a Bolton school is the closest school so should be subsidised. Really needs rewording.	As a council that we pay council tax to a basic requirement should be a bus service for all areas of your borough especially when you have had funding to achieve this	For some areas this is essential as there is no bus service at all and therefore children can't get to school unless parents take them which puts enormous strain on working families who need employers who understand lateness in the morning and early finishes.
16835615	As Turton and Canon are the closest schools	Think you need to offer transport for all your children in your borough	There is no bus service in Edgworth so a bus to Turton and Canon Slade is vital
16864490		There should be school transport available to get my children to their NEAREST school, which is Turton high school	Again, it is only right to provide transport to Turton which is the nearest school to where we live.
16876878	Note: we would pay for a bus if one was available.	The availability of bus services to schools for the rural community is required regardless of eligibility for free home to school transport. No school / public bus services to allow children to attend schools within a reasonable distance or a chosen faith is poor. Also, children from Edgworth would qualify for free home to school transport, incurring a cost to the council, if they attended a school in BwD	And beyond. This should cover nearest schools including those of chosen faith. Again note if children from rural village had to attend a BwD school then free transport would have to be provided

16876926	<p>Although this may be a fair statement it does not apply universally to all schools. There was previously a school bus for fare-paying children from Darwen to Canon Slade via, Crowthorn and Edgworth however, this was abruptly stopped with 2 weeks' notice prior to the summer holidays in 2022. The consequence of which has been inconvenience and added stress to parents, who have had to make alternative arrangements and it has also led to a significant increase in traffic congestion and air pollution. How ironic given the push to achieve net zero!!</p>	<p>This again will lead to further significant rises in traffic congestion and air pollution, completely at odds with the drive to net zero. It could also force many parents to place their children in schools within Blackburn with Darwen, thus significantly increasing the financial burden on the council!</p>	<p>This right and proper.</p>
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16891874	<p>The whole of North Turton, i.e. Belmont, Chapeltown and Edgworth, only has transport links with Bolton schools i.e. Sharples, Turton and Canon Slade; there is no public transport to Blackburn or Darwen. There is a deep rooted social and cultural connection between North Turton and Bolton as many residents attended these schools as have their children over the generations. The boundary commission back in the 1970s split Turton into North Turton and South Turton and the former was transferred to BwD. However BwD Council has never realigned its strategy and therefore policies to embrace and support these rural communities, consequently all healthcare needs, transport and education needs are provided by Bolton Council. If these transport plans are enacted it will, in effect, mean the annexation of North Turton. Families have made fundamental and far reaching lifestyle decisions when choosing to reside in North Turton, this move by BwD Council will turn all that upside down and will cause considerable hardship and disruption to those families. BwD Council must either provide safe and robust transport links from the whole of North Turton to schools in Blackburn or continue with the present arrangements.</p>	<p>The council has a statutory obligation to these children.</p>	
16927530	<p>Schools in the Bolton area are the nearest secondary schools for children living in Belmont. These children cannot walk to school as it is too far. It is appropriate that the Council continues to subsidise or even pay the whole cost of transporting children to secondary schools in the Bolton area as there are no nearer schools in the Blackburn area.</p>	<p>The Council should leave things as they are, not all children are eligible for free home to school transport.</p>	



16965407	However, the bus that my children did get has been stopped which means it's harder for my children to get to school		
16965523	The fares are 75% more expensive than greater Manchester travel	Surely all children should have a choice of which school they attend, we are dazed in Belmont and it is the closest church school	Again what about children going forward, you are taking away choice and these are the closest schools
16965702	The council also has school buses for children to attend Walton me dale which is not in the area		
16966373			
16968864	Parental choice where children go to school is vital. Whilst we live Blackburn with Darwen, our nearest church school is Canon Slade		
16969697	It is much needed.	It shouldn't all just be about people on benefits - lots of families need this transport.	No all children going to those schools should be allowed to continue to use the transport
16994757	Living in Crowthorn the nearest high school are situated in Bolton to therefore not provide a means for those children to get to school and back safely is a major concern for a lot of families due to the remote location. I would happily pay an increase in fees to ensure the service is provided and continues to be.	As previously mentioned the closest schools are situated in Bolton. There is no available public transport from Crowthorn to Canon Slade which seriously impacts the safety of children getting to and from school	I have one child going to Canon Slade and a second who would start in 2026 and therefore I believe this service should continue beyond 2028
17031863	The Council currently do not subsidises home to school transport for fare-paying children in our area, no bus is available.		
17116852	I don't think the council should provide this service as children should be encouraged to attend their local high schools.	Children shouldn't be encouraged to travel out of area to schools that aren't in our local authority as this never gives the local schools the chance to improve and improve their intake if children keep travelling out of area.	

17116809	<p>This consultation is too narrow. My child will hopefully travel to Turton in 2025. This is the closest school, historically linked with Edgworth schools and where our children go for sports activities, dancing, swimming, etc. You would have to subsidize a bus to Darwen or Blackburn, so what really is the difference?</p> <p>An alternative would be a general bus service to Bolton and Darwen, for everyone to use.</p> <p>Could some of the parish precept money be used to support buses?</p>	<p>It is not our children's fault that there are no regular bus services they can use. They are too young to drive. If the village was inhabited only by people without children or who did not go to work, the borough would be the poorer for it.</p>	<p>But what about their younger siblings?</p>
<p>17116901</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 106</p>	<p>Edgworth is placed on the boundary with of Bolton, Bury and Blackburn/Darwen. There are no secondary schools locally that are a safe walk, making many reliant on buses of independently getting to school.</p> <p>As walking is not a feasible option, the expense of daily buses, especially if multiple children can be a significant financial burden.</p> <p>TURTON and canon spade school are the most popular schools for children in the area. We have a Bolton postcode but obviously Blackburn and Darwen council, which can often lead to difficulties with services such as children's centres and midwives and secondary schools, as those that apparently service the area aren't local or preferable to many.</p>	<p>This will lead to more cars on the already gridlocked roads. More parents having to take time off work.</p>	<p>Yes and no - what happens after 2028?</p>
17117727	<p>The children of Edgworth do not live in walking distance to any secondary school and therefore need to be able to get transport that is safe. This is a safeguarding issue and should not be withdrawn.</p>	<p>I feel many children would be at a disadvantage if this happened. It would also become a serious safeguarding issue for children who are residents of Edgworth, Turton.</p>	<p>But many children would be in this position who will start secondary education after 2023. I don't think it's fair as any local school to Edgworth is not walking distance.</p>

17117805	The only reason that my child doesn't catch a public bus to school is that there isn't that provision in Edgworth. We don't have a public bus service provided by the council from Edgworth in any direction, especially not into Bolton which is the direction required for most people, this not only includes children, but the elderly.	Are you not considering the safety of children who may have to walk through unsafe areas to school? The impact on the environment where parents need to transport individual children to school, and the social independence created through the use of public transport.	What happens to the next generation of school children from this remote rural location?
17118192	There is no bus transport currently available from Edgworth to Canon Slade. The removal of this service by your council is completely unacceptable and a despicable dereliction of your duties and responsibilities. I am disgusted that you deemed it fair and reasonable to remove all public transport options to get our children from Edgworth to their nearest faith school. You should be ashamed of yourselves.	See my previous statement. Removing all public transport options for children of Edgworth to their nearest secondary schools is completely despicable and you should be ashamed of yourselves.	If only there was a Bolton school service from Edgworth to Canon Slade.
17118332			Why end it in 2028? Let's not have an end date, surely?
17118776		We rely on the bus service from Edgworth to Turton School	
17119803			
17120365		Council should provide bus access for all those that require it - not just those that are eligible. This is not fair.	Although demographics are unlikely to change and same number of children will require transportation so why cap at 2028?
17120927			
17121051			

17127497	Due to our location and circumstances (he works 6am - 2pm, she does not drive), without council assistance to transport our daughter to school the only option would be taxi's which are well outside of our economic ability to cover.	This could force our daughter to attend a Darwen school where she has no friends and does not know the area, putting massive emotional strain and stress upon her and the family. Plus there are no public bus services between where we reside and Darwen, as we live in a remote location. Again our own working hours and lack of own transport would not enable us to transport our daughter to Darwen schools for school opening time. Private taxi costs are outside of our economic ability.	This only covers those stating secondary school from Sept 2023 and takes no account of those who would transfer to secondary school in 2024 and onwards who will be left to attend various schools all over Bolton or Blackburn areas being separated from friends and thrown into unknown schools. This will cause massive upset and stress on these children at what is already a difficult transitional time for them.
17146927			
17148260	This is a misleading statement. Regardless of council boundaries children should be able to access home to school transport to their closest schools. My child's closest school(s) are NOT in the borough so why would it make sense for us to send them there.	I am appalled that the council believes that restricting public transport to get children SAFELY to school would be considered. So if we all decided to send our children to schools further away in the Borough a bus service would have to be provided - where then is the cost saving?	A service should be provided to get children in the borough to their closest school indefinitely. I am appalled at this idea of removing it. It is a really sad state of affairs that we are not looking after the best interests of our children as a priority.
17220536	I don't understand the statement.	I don't know.	My children go and one will go to Sharples school and live in Belmont, how did this affect them?

17222774

Since we live so close to the boundary, it is correct and appropriate for children to be able to access their closest schools and have options to select between Canon Slade and Turton, in order to provide them with the best and most efficient ways of getting to school. Since we have no other public transport options from our villages of Edgworth, Chapeltown and Crowthorn is only fair and right that the council sees providing vital services as a key priority on behalf of its residents and our youngsters. The council has discretionary powers to maintain these services (and to reinstate these for the unfortunate children and families of Canon Slade who have been so severely and adversely affected by the ending of the commercial service in September 2022). The council should make these services a priority.

This is destructive and damaging to the welfare of children and families who are living close to the boundary and wish to access their closest schools - and also have a choice between Canon Slade and Turton. This whole situation is unique in that we have no other public transport possibilities. The council should be providing both school services and public transport options to its constituents which take into account the movement across and between boundaries. This is a totally unfair, destructive and inconsiderate move if the council do not use their discretionary funding to protect vital services for residents who contribute fairly to the council budget.

No, these services - school services and public transport which links the villages on the boundary to both Blackburn and Bolton should be available into the longer term. These villages are otherwise cut off and isolated, to the detriment of children, families and residents. The council should be using its discretionary funding to protect and preserve what is necessary for the people living in these areas close to the boundary.

17236283

The council does not currently provide any school transport to Canon Slade school which is the closest faith school for children living in Edgworth. This was cancelled at very short notice. There are no trains and there is no public transport provided within the village. There is no option for parents (or anyone living in Edgworth) other than to drive. As work hours prohibit this we rely on friends and family to help out or on taxi's which leaves safeguarding concerns. Moving schools in the middle of GCSE and A level studies is also not an option we should be forced to have to consider. The location of Edgworth means that Bolton schools are closer but we have been left with no options. Blackburn with Darwen need to review transport provision as a whole for all its rural communities.

The council should continue to provide school transport for its rural communities living close to the Bolton borders to attend schools in Bolton.

17240181	<p>North Turton (i.e. Belmont, Chapelton and Edgworth) only has transport links with Bolton Schools (Sharples, Turton and Canon Slade).</p> <p>There is no public transport between North Turton and Blackburn or Darwen.</p>	<p>Many residents in North Turton attended Bolton schools, as have their children and this has created a deep seated connection between North Turton and Bolton schools for its educational needs.</p> <p>Despite North Turton being transferred to BwDBC after the dissolution of Turton in 1970, it never adjusted its policies to embrace the needs of the rural communities that make up North Turton.</p>	<p>Should the proposed changes to the transport plan be implemented, not only will it mean the isolation of the children of North Turton educationally and socially, it will create an additional financial burden on families that are already struggling in the current economic situation, ultimately resulting in many leaving the area to villages closer to the schools their children already attend.</p> <p>This would no doubt have a financial impact on the economic welfare of the North Turton region as a whole.</p> <p>When considering your proposed plans, I would suggest, in line with the duty of care we must all consider for younger generations, you either provide safe and reliable transport routes from the whole of North Turton to schools within the Blackburn district, or continue with the present arrangement, so we may all continue to benefit from the presence of these families and children within North Turton.</p>
17250518	<p>It is very expensive and not subsidised.</p>	<p>How are children meant to get to Canon Slade or Turton if no bus is provided? I chose Canon Slade because I wanted a faith school; such a proposal would actually be discriminatory towards church-goers.</p>	<p>Children offered places after 2023 should also be entitled to transport as they have been for more than 20 years.</p>

### Summary of Direct Responses

Date	From	Comments
1: 7 <sup>th</sup> March 2023	Ms C Bach – Turton High School	Thank you for your email regarding the consultation about school transport. A number of our students rely on the school buses to get to and from school, they would find it difficult to get to school without the service being provided. You mention that a potential solution might be to withdraw a little used bus; can you tell me which one this would be and if students would be able to get a bus on another route?
2: 10 <sup>th</sup> March 2023	Blackburn Diocesan Board of Education, Diocesan Offices, Clayton House, Walker Office Park. Blackburn. BB1 2QE	<p>I have been asked to provide a response on behalf of the Board of Education.</p> <p>Further to your email regarding the consultation process on home to school bus services from the Darwen area to Bolton schools, an area of potential concern is the preservation of parental choice for church schools for parents across the borough.</p> <p>St Wilfrid’s Church of England Academy’s admissions criteria gives preference to children of a parent who is a member of the UK Interfaith Network. As a result of the review children whose parents met such criteria would, it could be argued, have their choice of faith school limited as they may be unable to access or afford transportation to more than one faith school; this is due to the fact that the school is the only Church of England secondary school within Blackburn with Darwen.</p> <p>An additional, more pressing, issue which the review may cause is the fact that should any parent within the borough, and whose child currently attends a faith school in Bolton, be unable to continue to send their child to the school for financial reasons the child would be unable to automatically gain admittance to St. Wilfred’s as the school is already oversubscribed. This would, unless any appeal were successful, result in the pupil attending a community, as opposed to a faith school.</p> <p>Clearly both issues represent a limiting of choice and provision for parents of faith.</p>



3: 10<sup>th</sup> March  
2023

Ms W

I am responding to an email that was forwarded to Belmont residents. We live on the High Street in Belmont and have done so for 5 years.  
We have 3 children all attending Canon Slade School. My youngest is in Year 7 and I expect him to continue at Canon Slade into Sixth Form which will mean he is there until 2029.

With reference to the school bus provided by Blackburn and Darwen Council at a cost of £1.75 per journey, per child. We used the bus quite a bit in my eldest's first year and as it was only him requiring the service, we found it just about affordable with the 10% saving by purchasing a yearly pass. It became unaffordable once my 2<sup>nd</sup> child started at Canon and even more so with my 3<sup>rd</sup> Child. To send my 3 children on the bus for. A whole week in both directions it would cost £52.50. (not including 10% discount). There's no sibling discount. I think you can see from this figure why we have chosen to use our own vehicles for at least 7 trips a week. I have very mixed feelings about this as I pass the "clean air zone" signs every week (now under consideration of course). How can it be right for us to be contributing to the pollution- this thought is compounded by the fact I'm often following the school bus (925) down the very same road.

It is a ridiculous situation; however we do need the school bus and will increasingly need the bus as am in the near future taking on more work and won't be able to make the trips anymore. I have found the situation a constant frustration and have often been slapped in the face by Blackburn and Darwen council workers reminding me that I "didn't choose the nearest school" so it's my problem. Our choice for Canon Slade was based on our faith but also our children's lives are all in Bolton- football/ basketball/cricket. All Darwen secondary schools are further from us than Canon Slade.

I would like to mention we do pay our council tax; my husband works in Blackburn and so we are contributing to the council funds in various ways. Whilst I appreciate the council is finding this service costly it is significantly costing me as well. Beyond a normal school bus cost - it really is expensive. There is no other public bus that makes a drop anywhere near Canon Slade. If the service is removed, it will leave us with a serious problem that isn't easy to solve.

I think it is good that the council is reviewing these routes but maybe a broader approach would serve more people- if there were more routes to other parts of Bolton other than just 1 bus to Bolton Interchange it's possible that the school bus would not be necessary. And perhaps the cost to the customer wouldn't be as high too and would save on pollution from using private vehicles.

4: 14 <sup>th</sup> March 2023	Ms Y	<p>From September 2022 Blackburn with Darwen Council ceased to operate the 981 bus from Darwen to Canon Slade school. There was no consultation period and this left lots of families with very limited/unsafe options for our children to get to school last September.</p> <p>I was very apprehensive about sending my 11 year old son on a train and then him walking a distance in a place he doesn't know to get to school. I feel there are safeguarding issues around this. The bus should go straight into the gates as it does with many other schools.</p> <p>This is obviously a funding issue and as Darwen Town Council I believe some Council tax is paid by residents and you are in receipt of a percentage of this and was hoping maybe some funding could be offered through this. This should run as a statutory bus service as the children can't walk to school within 3 miles and when parents made a choice of Canon Slade for their children there was a fully operating bus. This should enable our children to be transported safely to school from our rural location.</p>
5: 15 <sup>th</sup> March 2023	Ms B	<p>I have been in contact with Jake Berry MP who has suggested I make contact with you regarding the cancellation of the 981 School Bus from Darwen – Canon Slade Bolton.</p> <p>This service was cancelled from September 2022 due to, I believe, lack of funding from Blackburn Council. I understand that this is now under review and am hoping this ruling will be overturned. The School bus was a life saver for myself and the other parents who do not live on general bus routes.</p> <p>This has caused huge logistical problems for us and is having a detrimental knock on effect to my daughter.</p> <p>Myself and my partner have both had to juggle work to ensure my child can get to school and return home safely, meaning we are working longer and unsociable hours.</p> <p>We live 2 miles away from the nearest train station and our experience of the trains has not been a positive one. Several children including my daughter have been followed off the train to school.</p> <p>Currently, the school has informed us of a “flasher” hanging around the train station and the walking route to school.</p> <p>I would be very grateful if you could reconsider the cancellation of the 981 bus service. I am sure that there are parents who are hoping to send their children to Canon Slade who are not now able to apply due to the lack of public transport.</p>

6: 16 <sup>th</sup> March 2023	Mrs U	<p>I raised my concerns last year when the Darwen to Canon Slade bus got stopped. It has meant that my daughter is no longer independent in getting herself to and from school as she was before. It has also affected my working hours so that I can get her to and from the train station impacting all the family.</p> <p>I've lost count this year how many times the trains have been on strike or there's a signal fault. They are very unreliable.</p> <p>Using the train also means a 10 minute walk to school which I had safety concerns over.</p> <p>When choosing a school for my daughter we picked Canon Slade as we are a Christian family and wanted her to attend a C of E school. Compared to other schools it was outstanding and offered subjects other schools didn't and my daughter is a keen swimmer and the swimming facilities were another big bonus. It's been a fantastic school and with limited choice of schools in Darwen all of which are poor performing, I feel we have made the right choice. We have just been let down with the transport links.</p> <p>There are a lot of children that attend Canon Slade from Darwen, Huddlesden and Edgworth that this had impacted.</p> <p>I really hope the transport links can be addressed so children can get to school reliably independently and safely!</p> <p>Perhaps if Darwen had outstanding or even good secondary schools then sending children out of town wouldn't have to be considered. I have a younger daughter currently at primary school and I already have concerns where to send her for secondary now these transport links have been taken from us.</p>
7: 18 <sup>th</sup> March 2023	Ms T	<p>Hello, I've just seen the message that Julie Slater has put on Facebook regarding bus services. I would be very grateful if this bus service to Canon Slade would be considered as I have 1 son already there and hopefully my other 2 children will be attending in the near future.</p> <p>We live on Roman Road, Darwen.</p>
8: 23d March 2023	Ms C	<p>Hello</p> <p>I wish to clarify the situation regarding the above school bus service from Darwen to Canon Slade school in Bolton.</p> <p>My son is currently year 10 and hopes to continue into Sixth Form and relies on the bus as it comes through Tockholes where we live to get to school and back every day.</p> <p>I'm most alarmed at rumours that the service is under threat as there is no other way of getting him there every day.</p>

<p>9: 23<sup>rd</sup> March 2023</p>	<p>Ms S</p>	<p>Having read that the council are reviewing the provision of bus services to Bolton Schools I am writing to express my concerns and frustrations on the whole situation.</p> <p>My child attends Year 7 at Canon Slade School and we were caught up in the whole debacle last summer of cancellation of the bus service via Pole Lane weeks before they were due to start. Whilst not wanting to go over how worrying and stressful for all of us that situation was, we have had to sort out alternative arrangements. Not ideal but a bus service that provides a level of safety for our still young children.</p> <p>Yes I chose to send my child to this school, mostly based on the fact that no school in this borough provides the results and facilities it does, and also at that time that there was safe transportation available.</p> <p>My son's safety is my main priority and the train, in my opinion does not provide this and is also not reliable. Therefore for safeguarding reasons it is necessary to have a bus service that services this school from Darwen. Whilst the 925 service from Darwen Vale is currently our only option, servicing also Turton School, I'm baffled on why the same principle could not be applied to the 480 service? Drop at Canon Slade after Turton?</p> <p>I trust that the council reviews the provision of these buses based firstly on the safety of the boroughs children, and would ask that timely decisions are made to allow for parents to organise and plan the care of their children.</p>
<p>10: 25<sup>th</sup> March 2023</p>	<p>Ms S</p>	<p>I am sure you are aware that the Canon Slade School Transport was cancelled in July 2022 and nothing has been put in place to get the children from Edgworth to school and back home again. This has caused serious problems for parents and children. Parents have had to make their own arrangements for getting the children to and from school. Employers so far have been sympathetic and have been willing to overlook poor timekeeping but this cannot be guaranteed to continue.</p> <p>The children have already suffered in their education because of lockdowns and now strike action by teachers.</p> <p>There is no way for the children to get to school as there is no public bus service in Edgworth so it is vitally important that some kind of school transport is provided for them.</p> <p>Currently representations are being made to the council for a daily public service bus particularly at peak times. This would enable the children at school at Canon Slade and Turton High School to travel to school as was possible before the bus service was removed some years ago.</p>

		I would ask for your support in solving the Transport for the students as it is having a detrimental effect on their education.
11: 9 <sup>th</sup> April 2023	Ms M	I would like this email to be formally recognised as a response to the consultation. I am utterly disgusted at the inference that Blackburn with Darwen Council are considering removing the bus services to Bolton schools which will completely cut off transport for children in a remote village whose parents and carers pay some of the highest tax in the area. I feel the consultation itself is disgraceful as it gives the public no idea of the options the Council is considering. The consultation is not transparent nor open with the public and it can only be assumed that the Council have already made its decision and are using the consultation as a tick box exercise.
12: 24 <sup>th</sup> April 2023	Mr Q	My wife and I would like to support the request to re introduce a school bus from Edgworth to Cannon Slade, mornings and return trip after school.  Also support the introduction of a new bus route supporting Edgworth into Bolton.
13: 5 <sup>th</sup> May 2023	Turton & Edgworth Primary School	I shared this with my families in March and reminded them of the deadline again today.  My comments would be very specific to Edgworth and to Edgworth Primary School ( <b>a BwD school</b> ). I will keep this very concise as there is only one real point but please understand it's importance.  Our unique locality (Bolton/BwD) is awkward. There is really no other word for it. However, what the Executive Board needs to consider very carefully, is where a decision to remove further bus services leaves Edgworth School – a BwD school. We have falling numbers which have been impacted by the removal of service to Canon Slade already.  The facts are potentially uncomfortable, but facts nonetheless. The community at Edgworth does not see Darwen as a feasible option for secondary schools. The route into Darwen is difficult and long. There are also no services so things like extra-curricular clubs become ever more difficult to manage. Therefore, it is a fact that they look to, predominantly, Canon Slade and Turton High School in Bolton. This is a very long-standing, even historic, situation.  The removal of bus services (both public transport and school bus services) only serves to isolate the community further.  The net result is that is less families are choosing Edgworth Primary school or – perhaps more pertinent – choosing to remove their children 'early' to attend private schools such as Bolton School or Bury Grammar. This means our numbers on roll are falling and puts our BwD school at significant financial hardship.  Please don't think I am naïve or unreasonable. I understand the financial challenges that the LA face. I understand costs must be cut. It's an awful time. However, it feels very much like as Edgworth is

		<p>somewhat distant, an outlier, and that all I ever hear is how affluent the community is, they become the first to suffer cuts. It is an affluent area – undoubtedly. It can't be denied IN GENERAL; however, you might be surprised that it is not everyone that has lots of money here! There are plenty of families struggling to make ends meet and they still deserve to belong and to have access to services. It feels incredibly unfair that my children have access to far less resources and a lower number of adults simply because they are less deprived. It's not their fault! They have great opportunities at home and they're very lucky; however, they really should not have LESS opportunities at school simply because of their parents' financial situation.</p> <p>Anyway, rant over! I know that the dire financial predicament of schools is not your job and that removing the bus services is not the only reason for all the above but it is very likely to contribute to further falling numbers at our school and therefore likely further reductions in the offer to our children. We have already had to have a significant staff change management process.</p> <p>I just ask that this point is raised and clearly understood by the executive board upon their meeting as they need to be fully aware of the very likely, very negative impact on a BwD school.</p> <p>I'm happy to speak with anyone, meet with anyone or share any more thoughts is needed; even if just informally.</p>
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14: 17 <sup>th</sup> May 2023	Ms P	<p>We have two daughters attending Canon Slade School, just across the boundary from where we live in Chapeltown. Since September of last year we have been ferrying them back and forth twice a day to complete a school run that we believed would be possible via a bus service. The fact that we live so close to a boundary should not be a factor in being able to select between our closest local schools. Turton and Canon Slade are both embedded into our community and diverting to Darwen for High School is not nearly as close or efficient.</p> <p>As residents, we should be able to expect our children and families to be just as important as others across the borough. If we had public transport linking our villages to Bolton or Darwen, this would all be a little easier to understand. If this were the case, then removing or failing to provide school services would not be leaving us in the awful situation we find ourselves in at present. Our youngest daughter can no longer walk to her primary school because of the pressure of two school runs a day. We are both self employed and this has cost us money and is both exhausting and unfathomable.</p> <p>Public transport through our villages is a vital service which we are currently missing out on. These are not small villages either - we are disconnected from the borough as a result of the lack of public transport. To remove our bus services for school children wishing to access their closest local schools is appalling.</p> <p>The situation is unique in the fact that we have no other public transport alternatives for our children and the council has a discretionary funding amount which should be precisely for situations and purposes like our own. We are residents who contribute to the borough fairly and as such, we should be considered fairly. We do not believe this to be the case at present.</p> <p>Please consider our thoughts and the negative impact of the situation the council's policy and refusal to see the bigger picture is having on our lives as a family and for our community at large. Please give us your response and we look forward to hearing from you,</p>
15: 17 <sup>th</sup> May 2023	Canon Slade High School	Letter from School follows

<p>16: 19<sup>th</sup> May 2023 17:28</p>	<p>North Turton Parish Council</p>	<p>I am writing to express my real concerns about the proposed withdrawal of school transport.</p> <p>Surely this should be about providing the best education for BWDBC residents not a cost cutting exercise which it clearly is.</p> <p>North Turton, comprising the villages of Belmont, Chapelton and Edgworth a rural area, is already geographically isolated from Blackburn with no public transport links or nearby secondary schools. Whereas Turton High School was built specifically to serve the educational needs of the area hence where many students logically choose to go.</p> <p>To now cut off school transport links as well would completely ignore the educational and social impact on students, the financial burden on their parents and also seriously affect the North Turton economy when, because of schooling problems, parents no longer choose to live in the area.</p> <p>The existing arrangements work and therefore benefit the local community if these are changed, just to save money, then BWDBC should be ashamed of the way it is treating North Turton and needs to accept responsibility for this part of the Borough as much as any other area and treat it equally and fairly.</p>
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# CANON SLADE SCHOOL



HEAD TEACHER: MRS K SUDWORTH BED NPQH

17 May 2023

Dear Mr Threlfall,

Thank you for the opportunity to be involved in the consultation for home to school transport from Blackburn with Darwen Borough Council areas.

As a Church of England school we have served families for many years from surrounding areas and provided a Christian education for young people from five different local authorities, including Blackburn with Darwen. We are not an academically selective school and our admissions criteria does not discriminate against families beyond the Bolton boundary.

We currently have 18 school buses that drop off and pick up at school, either as a result of public transport or a subsidised bus via the 5 Local Authority areas we serve to support parental choice in the selection of a secondary school. All the buses are well used and wherever possible are shared with other schools in the locality.

As a state funded school we do not provide any school transport for children getting to and from school (with the exception of children with SEND or who are looked after). We have no funding for general transport and are currently under financial pressure like all other schools.

Currently over **100 students** attend our school from Blackburn with Darwen Borough areas including villages and towns such as; Edgworth, Belmont, Chapletown, Hoddlesden and Darwen. Any changes to the current bus services through the proposal will have devastating effects on families and restrict parental choice to attend a faith school that is very often the nearest one to their home, even if it is out of their borough.

Evidence of this has been all too clear and painful for many of our families when Blackburn with Darwen Council stopped subsidising the 981, hence the privately owned bus company could no longer profitably run the service from September 2022. Given that the villages the bus served have no longer any public transport, families have been left to find alternative solutions which has had a significant impact on the mental health and wellbeing of a number of our students. It is inconceivable to see a local rural community with no public transport services to support families given the drive for improved public transport both locally and at a national level.

As a school and as part of the Bishop Fraser Trust we would categorically support the continuation of the designated school bus routes to Canon Slade School to ensure that families living in Blackburn with Darwen Borough continue to be given the opportunity to attend the school of their choice by supporting them with a transport policy that will allow this.

Yours sincerely,

Mrs Karen Sudworth  
Headteacher



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**HOME TO SCHOOL TRANSPORT POLICY**  
**2022/2023**

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## 1. WHAT THE COUNCIL HAS TO PROVIDE BY LAW

Parents have the right to say which school they would prefer their child to go to (under section 86 of the School Standards and Framework Act 1998) but the Council only has to provide help with home to school transport in accordance with our legal duties (as explained below). Your child does not automatically have a right to free transport to the school you want them to attend, and it remains the parent's responsibility to make sure their child gets to school.

The Council's policy on home to school transport is based on the current legal requirements as set out below, and the Council reserves the right to amend this policy if our legal duties are changed by any amendments to the law in the future.

### 1.1 Education Acts

Under *section 508B* and *508C* of the Education Act 1996 we must provide free transport to and from school for your child if they are aged 5 to 16 and the distance between your home and the nearest suitable school is greater than the legal 'walking distance' (see sections 1.2 and 2).

We must also provide assistance to children attending the nearest suitable school, who live within the walking distance but do not have any suitable walking route from home to school (see **Appendix A**) and for children who have a medical condition which means they cannot walk to school (see **Appendix B**).

In addition, under the Education and Inspections Act 2006, we must provide certain extra transport for families who have a 'low income' (see section 1.3).

### 1.2 Walking distances

The law says that we must provide free transport to and from school if your child lives more than the legal 'walking distance' from their nearest suitable school. The walking distances are:-

- For a child under eight years old, a distance of more than two miles (3.218688 kilometres) to the nearest suitable school; or
- For a child aged eight or over, a distance of more than three miles (4.828032 kilometres) to the nearest suitable school.

The general expectation is that a child will be accompanied by a parent where necessary, unless there is a good reason why it is not reasonable to expect the parent to do so.

Please see **section 2** for full details of this criterion and how it may apply to your child.

### 1.3 Families who have a low income

Under the Education and Inspections Act 2006 a pupil may qualify for free home to school transport on 'low income' grounds if the child is in receipt of Free School Meals or their family is in receipt of the maximum Working Tax Credit. For full details see **section 3**.

### 1.4 Special educational and disability needs

We have a separate policy for home to school transport for children who have a SEN statement or (from September 2014) an Education, Health and Care Plan that includes school transport.

## 2. WHAT IF MY CHILD LIVES MORE THAN TWO OR THREE MILES FROM SCHOOL?

There are slightly different rules about home to school transport for families qualifying under the 'low income' rules (see Section 3) but for all other families, the council's only obligation, in terms of distance, is to provide free home to school transport for those children who live further from the nearest suitable school than the relevant 'walking distance'.

### 2.1 Pupils who qualify under the 'walking distance' rules

Pupils will qualify for free home to school transport if:

- They are a Blackburn with Darwen resident; and
- They are aged 5-8 years of age and live more than 2 miles from their **nearest** suitable school; or
- They are aged 8-16 years and live more than 3 miles from their **nearest** suitable school.

The nearest suitable school is defined as the nearest school with places available that provides education appropriate to the age, ability and aptitude of the child (and any special educational needs the child may have).

### 2.2 Pupils attending Denominational Schools

The Council previously provided discretionary transport for pupils to attend denominational schools. Following a consultation in 2011, the Council stopped providing discretionary denominational transport to any new applicants. Since September 2012, no travel assistance has been made available to new pupils attending denominational schools (other than secondary school pupils who qualify under the different rules that apply to 'low income' families) (see below).

Parents still have the right to express a preference for a denominational school, but if there is a nearer suitable school that the child could attend, the Council will not provide home to school transport to the denominational school even if it

is further from your home than the statutory walking distance, unless you qualify under the different rules for 'low income families'.

That decision relates to all transport provision/assistance (including mileage reimbursement).

The Council agreed to continue providing transport to existing pupils who were already using that transport as long as (a) their homes were further from the denominational school than the walking distance and (b) they continued to attend that denominational school.

As a result of this decision:

- Parents of a child who has attended a denominational secondary school since July 2012 or earlier, and who continues to meet the criteria for transport provision under the previous school transport policy, will continue to receive transport assistance to that school for that child until he/she reaches the end of Year 11 (or the end of the academic year in which he/she reaches the age of 16).
- Parents of a child who has attended a denominational primary school since July 2012 or earlier, and continues to meet the criteria for transport provision under the previous school transport policy, will continue to receive transport assistance for that child until he/she reaches the end of Year 6.
- There is no entitlement to travel assistance for any younger siblings to attend any denominational school.

### **3 WHAT IF I HAVE A LOW INCOME?**

If you are on a low income i.e. your child is in receipt of Free School Meals or you are receiving the maximum amount of Working Tax Credit then under the Education and Inspections Act 2006, the Council may have to provide free home to school transport, as set out below.

#### **3.1 Pupils who qualify under the 'low income' rules**

Pupils will qualify for free home to school transport if they:

- Are in receipt of Free School Meals or their family is in receipt of the maximum Working Tax Credit; and
- Reside in Blackburn with Darwen; and
- Are Primary pupils who live more than 2 miles away from their nearest suitable school.
- Are Secondary pupils: who are attending any one of the three suitable secondary schools closest to their home (see 3.2), and these schools are more than 2 but no more than 6 miles away from their home;

**or**

- Are Secondary pupils who live more than 2 but no more than 15 miles away from the school in question, which is the nearest suitable school preferred on grounds of religion or belief. We will ask you to give us proof of your religion or belief to support your claim (**See Appendix C** for definitions of religion or belief).

### **3.2 Working out which are your three nearest secondary schools**

If you have a low income and your child is at secondary school, when assessing your application, the Council will not consider:

- faith schools if you do not want your child to go a faith school;
- single-sex schools where this is not appropriate (i.e. a boys' school if your child is a girl, and vice-versa).

### **3.3 Checking you are still entitled to help**

Each year we will check that you still meet our low income criteria and if your child is still entitled to free transport. If your child is no longer entitled to free transport, this will end at the end of the academic year in which the check was made.

## **4. WHAT HELP MIGHT BE AVAILABLE IF I DON'T QUALIFY FOR FREE HOME TO SCHOOL TRANSPORT?**

Section 1 explains what help we have to provide by law. The Education Act 1996 also allows the Council to provide extra help with travel at our discretion.

If your child is not entitled to transport to school, they may still be able to travel on the school buses we run. However, this depends on whether there are places available on the bus. If places are available, you can buy a season ticket for travelling on the school bus for each school term or for the full school year by contacting the Transport Team on 01254 585003.

Individual fare levels and season ticket costs are based on the cost of the school bus contract and are partly subsidised by the council, so fares are likely to be lower than commercial fare levels.

In addition, some schools have agreed to contribute significantly to the cost of their school transport. Pupils travelling over 3 miles to these schools will benefit from the school's contributions as their daily fares will be further reduced.

However, pupils travelling over 3 miles to schools that do not contribute to the cost of their school transport will pay higher daily fares (although they will still have the benefit of the council's subsidy of these services).



## **5 REASONS WHY YOUR CHILD MAY NOT BE ENTITLED TO HELP WITH TRAVEL COSTS TO AND FROM SCHOOL**

### **5.1 Nearest School**

If you are not on a low income the Council will only consider transport to the nearest suitable school.

If you are on a low income then the Council will only consider transport to one of three nearest suitable schools.

### **5.2 Brothers and sisters**

When you are applying for a school place, you have the right to say if you would prefer your child to go to a particular school. If your child has an older brother or sister at the school you want your child to go to, this is an important part in deciding whether they should be offered a school place, but we will not take this into account when we decide whether your child is entitled to transport.

### **5.3 Family links with a school**

When assessing transport eligibility we will not take into account whether your child currently has family members at a school, or whether members of their family have gone to that school in the past.

### **5.4 Financial circumstances**

We will only consider your financial situation if you are on a low income, as set out in **Section 3**.

### **5.5 Single-sex schools**

We will not agree to provide transport just because you would prefer your child to go to a single-sex school.

## **6 HOW DO I APPLY FOR HELP WITH TRANSPORT TO AND FROM SCHOOL?**

### **6.1 Application form**

You should fill in an application form (E7/10) Travelling Expenses for Primary and Secondary School Pupils available by contacting the transport team on 585003.

### **6.2 Renewing travel passes**

Parents are responsible for renewing their child's travel pass every year.

Passes are only issued for up to one school year and must be renewed each year.

The council's transport team try to assist parents to ensure that eligible children do receive travel passes, so if your child has a travel pass, we will send you a renewal form each year. If your child is in Year 6 just about to start secondary school and we think your child is entitled to a travel pass we will send you an application form. However, if you do not receive a renewal form or an application form, **you** must contact the School Transport Team on 585003 before the start of the school year.

### **6.3 Timescales to apply for a travel pass**

It normally takes us up to 10 working days from the date we receive your application to issue your child's pass, but it may take longer in busy periods such as August and September. We recommend that you apply for your child's travel pass in plenty of time before the start of the school year. If you apply late and do not receive the travel pass by the start of the school year, you may have to pay your child's travel fares until you receive the pass, and we may not be able to refund this money. We will only refund any travel fares you have to pay while you are waiting for your child's travel pass if we have caused the delay.

## **7 HOW WILL YOU ASSESS MY CLAIM?**

### **7.1 The area your child lives in**

To be considered for transport to and from school under this policy, your child must live in the Blackburn with Darwen area (i.e. you pay Council tax to this Council).

### **7.2 Legal walking distances**

If your child goes to the nearest suitable school, we will provide transport if they are:

- under eight years old and the shortest suitable walking route is more than two miles (3.218688 kilometres) from the school; or
- aged eight or over and the shortest suitable walking route is more than three miles (4.828032 kilometres) from the school.

### **7.3 Deciding what is your child's nearest school**

The nearest suitable school for your child will be the one:

- which is the closest to your home;
- which can provide suitable education for their age, ability and aptitude;
- where there is a place available.

#### **7.4 Measuring the shortest suitable walking route**

When working out which is your child's nearest school, we will consider the shortest suitable walking route between your home and the school. This may include measuring along roads and bridleways. We will measure from the nearest boundary entrance of your home (for example, your gate) to the nearest entrance to the school which your child can walk to. We will not include your drive or the drive at the school (if this applies) in the measurement. In most cases we will take the measurement using computerised map measurements. If these measurements are close to the mileage limits, we will measure them on foot using a pedometer.

#### **7.5 Working out whether a place is available**

When we are working out whether places are available at a school nearer to your home, we will consider the total numbers of places available at the school before any places are offered. However, if your circumstances have changed significantly since that time, we will consider whether places are available on the date of your application for help with transport to and from school. If you move into a new area or your child changes schools, we will work out if a place is available at the time you apply for a place at the school.

#### **7.6 If there are places at a school nearer to your home**

If, in line with the preferences you gave on your application for a school place, your child is offered a place at a school which is over the legal walking distance away from your home, but there is a place available at a nearer suitable school which is within the legal walking distance from your home, we will not provide transport to the school your child has been offered a place at.

#### **7.7 If there are no places at a school nearer to your home**

If your child is not going to the nearest suitable school, but there isn't a place available at another school within the legal walking distance from your home, we will review your application for help with transport. When we review your application we will consider:

- your circumstances;
- the preferences you gave on your application for a school place and;
- any available places at other schools.

#### **7.8 If you are offered a school that was not one of your preferences**

If your child is offered a place at a secondary school which is not one of the schools you listed as your preferences on your application for a school place, we will provide transport as long as:

- you meet the walking distance condition; and
- there is no place available at a school nearer to your home

## **7.9 If your child is nearly eight years old**

If you live between two and three miles from your child's primary school and we have been providing transport to their primary school while your child was less than eight years old, we will continue to provide this help until the end of the academic year in which your child turns eight years old.

## **7.10 Compulsory school age**

By law, only children ages 5 to 16 are entitled to transport to and from school. We have extended the help we provide, and we have explained this below.

### **Primary schools**

If your child is under five years old and at primary school, as part of our primary admission arrangements, we will provide transport for them as long as they meet all the other relevant conditions.

### **Pre-school**

We will not provide transport if your child is at nursery school or in a pre-school class.

## **7.11 Independent (private) schools**

We do not provide transport if your child goes to an independent school.

## **7.12 Unsuitable routes**

We use the 'shortest suitable route' to decide the nearest school. If we think that the shortest walking route to a school is not suitable for children even when walking with an adult, we will look for a suitable alternative walking route which is less than the legal walking distance to school. If we cannot find a route that is less than the walking distance we will provide transport. If we cannot find a suitable walking route at all, we will provide free transport to the nearest school. The Council will not consider the suitability of a walking route to a school unless the child goes to their nearest school. In **Appendix A** we have explained our guidelines for assessing suitable walking routes.

## **7.13 Definition of 'home'**

If your child lives in two different homes, for example if you are separated from your child's mother or father and the child spends some of the week at their home, we will only provide transport to school from one home address.

## **7.14 Providing transport to medical or other professional appointments or extra-curricular activities**

If your child is entitled to transport from home to school, their travel pass will not normally cover any extra journeys during the school day. For example, they will not be able to use their travel pass to get to medical or other professional appointments, and we will not refund the cost of fares if your child has to take other transport because he/she takes part in extra-curricular activities.

## **8 HOW DO WE PROVIDE TRANSPORT?**

### **8.1 Travel passes**

If your child is entitled to transport to and from school, we will normally provide them with a travel pass for a bus service or a contracted vehicle.

### **8.2 Travel times**

When we are arranging transport, we will try to make sure that your child does not have to travel more than:

- 45 minutes if they are at primary school; or
- 75 minutes if they are at secondary school.

These are one-way journey times.

### **8.3 Pick-up points**

We will arrange transport from points that are reasonably near to your home and your child's school.

### **8.4 Behaviour**

We have the right to take away your child's travel pass if they seriously or persistently misbehave on the way to and from school.

### **8.5 Replacement passes**

If your child loses or damages their travel pass, you will have to pay a £15 charge (or a £5 charge if your child is eligible for Free School Meals or you receive the maximum amount of Working Tax Credit) for a replacement pass.

If your child's travel pass needs amending due to change of address, school, or bus you will have to pay a £15 charge (or a £5 charge if your child is eligible for Free School Meals or you receive the maximum amount of Working Tax Credit) for a replacement pass. If the Council or school has to make changes to the bus pass then this will be free of charge.

You will have to pay your child's travel fares while you are waiting for their replacement pass and we cannot refund this money.

## **8.6 If your child forgets their travel pass**

If your child forgets their travel pass and has to pay their travel fare, we will not refund this money.

## **8.7 If your child is eligible for free transport but does not want to use the bus**

If your child does not want a travel pass, there are some other options that the Council may be able to offer.

### **Bicycles**

If your child is entitled to free transport but wants to use a bicycle to travel the whole or part of the way to school, the Council may pay you an allowance to help with these costs.

### **Motorbike or car allowance**

If there is no suitable public transport or private transport available and you have to drive your child to school, the Council may refund you reasonable travel costs for the whole or part of the journey if your child is entitled to free transport.

**Please** check how this may affect your driving insurance **and** be aware that it is your responsibility to ensure that you have the necessary insurance in place in respect of this.

## **9 WHAT HAPPENS IF YOU ALLOW MY CHILD TO TRAVEL FREE BY MISTAKE?**

If your child is going to school and we find that we are allowing them to travel free by mistake, we will let you know that we have made a mistake and we will give you notice of when we will stop providing free transport. The notice we give you will be for the rest of the term in which we realise we have made a mistake.

## **10 CAN I APPEAL AGAINST YOUR DECISION? – See Appendix D**

If you believe that you should qualify under this policy or you feel that there are exceptional circumstances such that you should have help with your travel costs even though your child is not eligible under this policy, you can appeal against our decision not to provide help with travel costs or against the arrangements we have made. Please see **Appendix D** for full details.

Agreed by the Executive Member – November 2015.

## **HOME TO SCHOOL TRANSPORT POLICY - APPENDIX A**

### **UNSUITABLE ROUTES POLICY**

In cases where the shortest walking route between home and school is within the statutory walking distance and a parent believes that the walking route to the school could be considered unsuitable the Council will, upon a request from the parent, undertake an assessment of the whole route, or those parts of the route which the parent claims are unsuitable. Routes will not be considered for their suitability if they do not meet the criteria listed below. When considering walking routes the Council will take into account footways, verges, walkable roadside strips, footpaths and bridleways. However, the absence of these does not always render a route unsuitable.

The statutory walking distance criteria are:

2 miles or over for pupils under eight years of age.

2 miles or over for primary pupils aged eight to eleven if the pupil is entitled to Free School Meals or his/her parents are receiving maximum amount of Working tax Credit, (until the end of their Y6).

3 miles or over for pupils over eight years of age.

The Council's assessment of the route will consider the following factors.

#### **Alternative Routes**

If the shortest walking route is felt to be unsuitable, but an alternative route or routes are available which may be classed as 'suitable' and which fall within the statutory walking distance criteria, then assistance with travel costs will not be granted.

#### **Accompanied by a suitable adult**

Parents have the primary responsibility for ensuring their child's safe arrival at school. In all cases when assessing the suitability of routes the Council will assume that the child is accompanied, where necessary, by a parent or other responsible person and is suitably clad.

Therefore the existence of the following factors will not usually make a route unsuitable, although they would be taken into account:-

lonely routes

moral dangers

canals, rivers, ditches, dykes, lakes and ponds

railway crossings

routes without street lighting

The responsibility for the child to be accompanied as necessary rests with the parent.



## **Availability of footway, verge, walkable roadside strip, footpath or bridleway**

If these are available then these parts of the route cannot be considered to be unsuitable.

If the width of the roadside footway/verge/roadside strip falls to less than 1m in width and an alternative footway is not available then traffic counts will be necessary at the points where this happens in accordance with the width of the road as shown in the table below.

Where it is necessary to make road crossings to access an alternative footpath or a footway in excess of 1m width, the volume of traffic on the road at those points will be considered taking into account the 'crossing parameters' set out below.

### **Suitable Crossing Points**

When undertaking the measuring of walking distances to school the Council will take into account suitable road crossing points when assessing the suitability of the route.

Where road crossings are necessary it will be assumed that if the half hour two way traffic flow (one way on dual carriageways) is below 240 vehicles per hour, the road should be reasonably able to be crossed.

Conversely, where the half hour two way traffic flow (one way on dual carriageways) is in excess of 700 the road is assessed as being unsuitable to cross, unless there are 'traffic interrupters' (e.g. traffic lights) which provide suitable crossing gaps at reasonable intervals.

Those assessments will not apply if pedestrian islands are provided.

In cases where central pedestrian islands are provided in the centre of the road to assist pedestrian movements and there are no other pedestrian facilities available (i.e. pelican/zebra crossing), traffic flows will only be taken in one direction.

For roads where the half hourly traffic flow is between 240 and 700 vehicles, the ability of being able to cross the road comfortably four or more times in each five minute period would normally indicate a road which is reasonably able to be crossed by an accompanied child. In cases where central pedestrian islands are available the number of crossings will be taken from the island to the footway and vice versa.

The Council will undertake a half hourly traffic count for both the morning and afternoon during school terms to coincide with the times the route would be walked.

When determining the number of vehicles in any time period the following 'passenger car equivalent values' (PCU's) will be used as multiplication factors.

3 pedal cycles	1PCU
2 motor cycles	1PCU
1 car	1PCU
1 LGV (under 3.5 tonnes)	1PCU
1 Bus/Coach	2PCU
1HGV	2PCU

## Roads without Footways

On roads less than 6.5m in width, where there is no public footpath or walkable verge or refuge points and where the traffic exceeds the maximum vehicle numbers per hour relevant to the width of road shown in the table below, these would be deemed unsuitable routes.

In addition if the proportion of Heavy Goods Vehicles (HGV's) using the route is more than 10% of the highest total traffic volume figure, relative to the road width shown in the table below, the route would be deemed unsuitable.

In undertaking the assessment however, if there are verges which may be 'stepped onto' to avoid vehicles, where there is insufficient road width for the vehicle/s to pass, then these parts of the route are not deemed to be unsuitable, unless the number of vehicles exceeds that which corresponds to the appropriate road width shown in the table below.

A step off or verge is a minimum area that a pedestrian could use as a refuge which is defined as 1.5m in length and 0.5m in depth and relatively level.

Where no 'step-off' exists for any part of the route the number of vehicle using the route will be counted at this point in accordance with the road widths shown in the table below.

Acceptable maximum length of single sections of road without verges or refuge before broken by a verge or refuge	Acceptable number of vehicles per hour by road width			
	>3.5m road Width	3.5>4.5m road width	4.5>5.5m road width	5.5>6.5m road width
10m	201-240	301-360	401-480	501-600
15m	161-200	241-300	321-400	401-500
25m	121-160	181-240	241-320	301-400
35m	81-120	121-180	161-240	201-300
55m	61-80	91-120	121-160	151-200
75m	41-60	61-90	81-120	101-150
120m	31-40	46-60	61-80	76-100
160m	21-30	31-45	41-60	51-75
240m	11-20	16-30	21-40	26-50
300m	6-10	9-15	11-20	13-25
500m	1-5	1-8	1-10	1-12

In order to make the assessment the above table will only compare the number of vehicles at those places on the route where the lack of 'step-off' exists.

Example: 4.5>5.5m road width

There are 3 parts of the route where no verge exists.

Part 1 the gap is 15m there were 200 vehicles counted – route suitable

Part 2 the gap is 120m there were 27 vehicles counted – route suitable

Part 3 the gap is 300m there were 21 vehicles – route suitable

Where HGV vehicles (this includes farm vehicles run on rural roads) in the hourly two way traffic count on the un-verged portions of the route are more than 10 in number or where this constitutes more than 10% of the total traffic volume, then the route would be classed as unsuitable, irrespective of whether the traffic volume was reached.

### **Accident Statistics**

If a particular route meets the above criteria as a 'suitable route', the Council will also take into consideration any significant accident data on the route.

### **Re-imburements and Unsuitable Routes**

Where the Council determines that a route is unsuitable, any claims for retrospective re-imburement of travelling expenses will only be backdated to the date the Council determined the route as unsuitable.

In cases where a pupil chooses not to attend their nearest school, travelling expenses to a more distant school on the grounds that the route to that school is deemed to be unsuitable cannot be considered.

### **Modes of Transport**

For pupils who live a considerable distance from a bus route, mainly in rural areas, the Council may ask parents if they would be willing to take their child to the required bus stop. The Council would reimburse parents for the cost of their petrol.

## **HOME TO SCHOOL TRANSPORT POLICY - APPENDIX B**

### **SPECIAL PUPIL CASES**

The Council will consider all circumstances which are relevant for the purpose of facilitating the attendance of a child at school and assistance with transport/travel costs may be given at the discretion of the Director of Children's Services.

Assistance may be granted in the following circumstances.

#### **Short Term Cases (Up to 12 Weeks)**

##### **Medical Needs of the Pupil**

Short term transport may be considered where a child has a short term medical incapacity. Medical evidence will be sought to confirm that the pupil will not be able to access public transport. In these cases the provision will normally be made for a maximum of 12 weeks. In these circumstances the Council will consider the provision of transport even if the pupil is not attending their nearest school.

If transport is likely to be required in excess of twelve weeks the case will be reviewed by the Transport Officer. If it is decided not to extend the transport support, the parents have the right of appeal to the Transport Appeals Panel.

##### **Children whose Parents are unable to accompany their children to school (due to the parent's medical conditions)**

In exceptional circumstances where it is not possible, due to the medical condition of one or both of the parents/carers, for them to accompany a child to school and it is not possible to make suitable arrangements for a family member or friend to accompany a child to school, transport assistance will be considered. Assistance may be provided where the Council believes that some assistance should be given to ensure that the pupil travels to school safely. Any such assistance is subject to satisfactory medical evidence being provided of the parent's condition/incapacity.

The Council will not consider assistance where one parent is unable to accompany the child to school due to work commitments.

In the above cases transport will be provided for up to a maximum of 12 weeks.

##### **Emergency Transport Provision**

In cases where children have been temporarily re-housed due to unforeseen emergency circumstances, transport assistance may be considered provided the distance criteria is met. Assistance would be offered on this basis where it was considered that a pupil would be unable to attend school without support.

Confirmation of the family circumstances will need to be provided by the local council or other agencies.

Assistance will initially be provided up to a maximum of twelve weeks. If transport is required beyond twelve weeks then the case will be reviewed by a Transport Officer.

### **In Year Fair Access Protocol Pupils**

Pupils who are admitted to schools under these arrangements may receive assistance with public transport costs if the walking distance criterion is met irrespective of whether they are attending their nearest suitable school.

### **Pupils changing schools due to a managed move**

Pupils who are admitted to schools under these circumstances are not considered for assistance under the Home to School transport policy unless they are in receipt of low income.

### **Children In Our Care (CIOC)**

Pupils who are in the care of the Council who are placed in short term foster care and who do not meet the statutory criteria for transport assistance are not considered for transport assistance under this policy. Assistance for such pupils is administered under a separate policy.

## HOME TO SCHOOL TRANSPORT POLICY - APPENDIX C

### TRANSPORT TO SCHOOL ON THE GROUNDS OF RELIGION OR BELIEF FOR FAMILIES WHO QUALIFY UNDER THE 'LOW INCOME' RULES

Section 509(4) of the 1996 Education Act (amended by the Education and Inspections Act 2006) places a duty on local authorities in fulfilling their duties and exercising their powers relating to travel to have regard to a parent's religion or belief. However, the Council only has a duty to provide free home to school transport to denominational schools for pupils who qualify for the extended rights provided for 'low income' families.

Under the Education and Inspections Act 2006, 'religion' means any religion and 'belief' any religious or philosophical belief.

It is acknowledged that the definitions of 'religion' and 'belief' are ultimately determined by the courts and there is a substantial body of case law which exists with regard to these definitions.

The Department for Education (DFE) offer the following advice regarding religion or belief in their *Home to School Transport Guidance 2007*

- a) The definition of 'religion'; includes those religions widely recognised such as Christianity, Islam, Hinduism, Judaism, Buddhism, Sikhism, Rastafarianism, Baha'is, Zoroastrians and Janis.
- b) A religion must have a clear structure and belief system.
- c) Equally denominations or sects within a religion may be considered as religions in this context such as Catholicism or Protestantism within Christianity.
- d) 'Belief' may be understood as equating to 'conviction' and must be more than an opinion or idea. It must be genuinely held and parents/carers bear the burden of showing that it constitutes the reason for placing their child at a given school, or not placing them at a particular school.

The DFE consider that the following examples **do not** meet the requirements for the provision of transport on faith or philosophical grounds:

- the wish to have a child educated at a particular type of school (for example a grammar school)
- the wish for a child to be taught in a particular language
- a belief that a child should be privately educated
- objections to rules requiring that a school uniform be worn
- the belief that a particular school will provide a better level of education

## **HOME TO SCHOOL TRANSPORT POLICY - Appendix D**

### **APPEALING A HOME TO SCHOOL TRANSPORT DECISION**

**There are two stages to this process**

#### **Stage One: Review by a senior officer**

- A parent has 20 working days from receipt of the Council's home to school transport decision letter to make a written request asking for a review of the decision.
- The written request should detail why the parent believes the decision should be reviewed and give details of any personal /family circumstances the parent believes should be considered when the decision is reviewed.
- Within 20 working days of receipt of the parent's written request a senior officer reviews the original decision and sends the parent a detailed written notification of the outcome of their review.

#### **Stage Two: Review by an independent appeal panel**

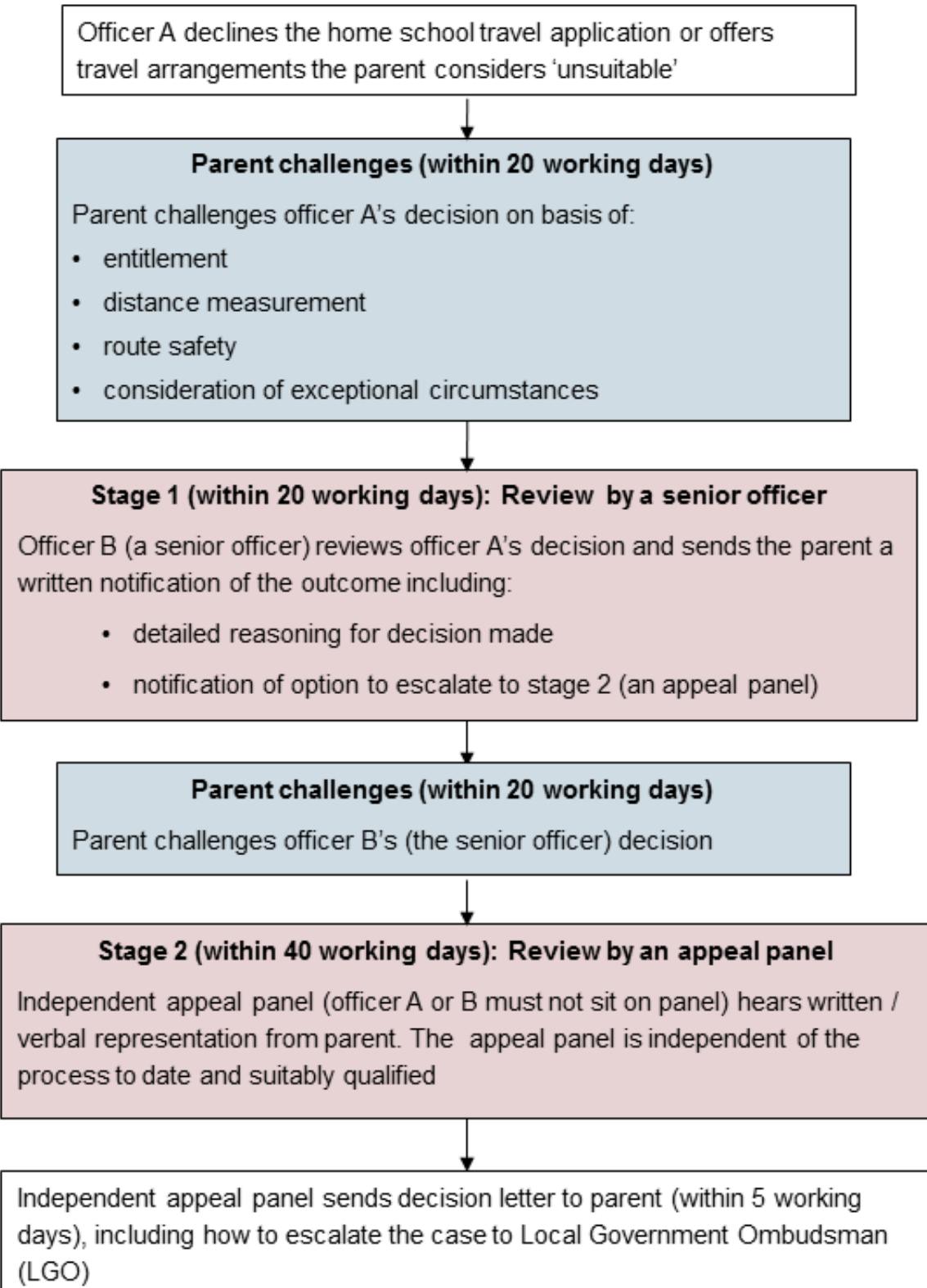
- A parent has 20 working days from receipt of the Council's stage one written decision notification to make a written request to escalate to stage two.
- Within 40 working days of receipt of the parent's request the Council's Transport Appeals Panel will consider any written/verbal representations from both the parent and officers involved given to them in support of your case and gives detailed written notification of the outcome within 5 working days.
- The Transport Appeals Panel is made up of Councillors independent of the original decision making process.
- Appeal forms are available on the Council's website or by contacting the school transport team on 01254 585003.

### **Local Government Ombudsman**

There is a right of complaint to the Local Government Ombudsman if the complainant considers that there was a failure to comply with procedural rules or if there are other irregularities in the way the appeal has been handled.

How to escalate your complaint will be detailed in correspondence from the Transport Appeals Panel.

**HOME TO SCHOOL TRANSPORT POLICY: FLOWCHART OF THE REVIEW/APPEALS PROCESS**





# School Bus Services for...

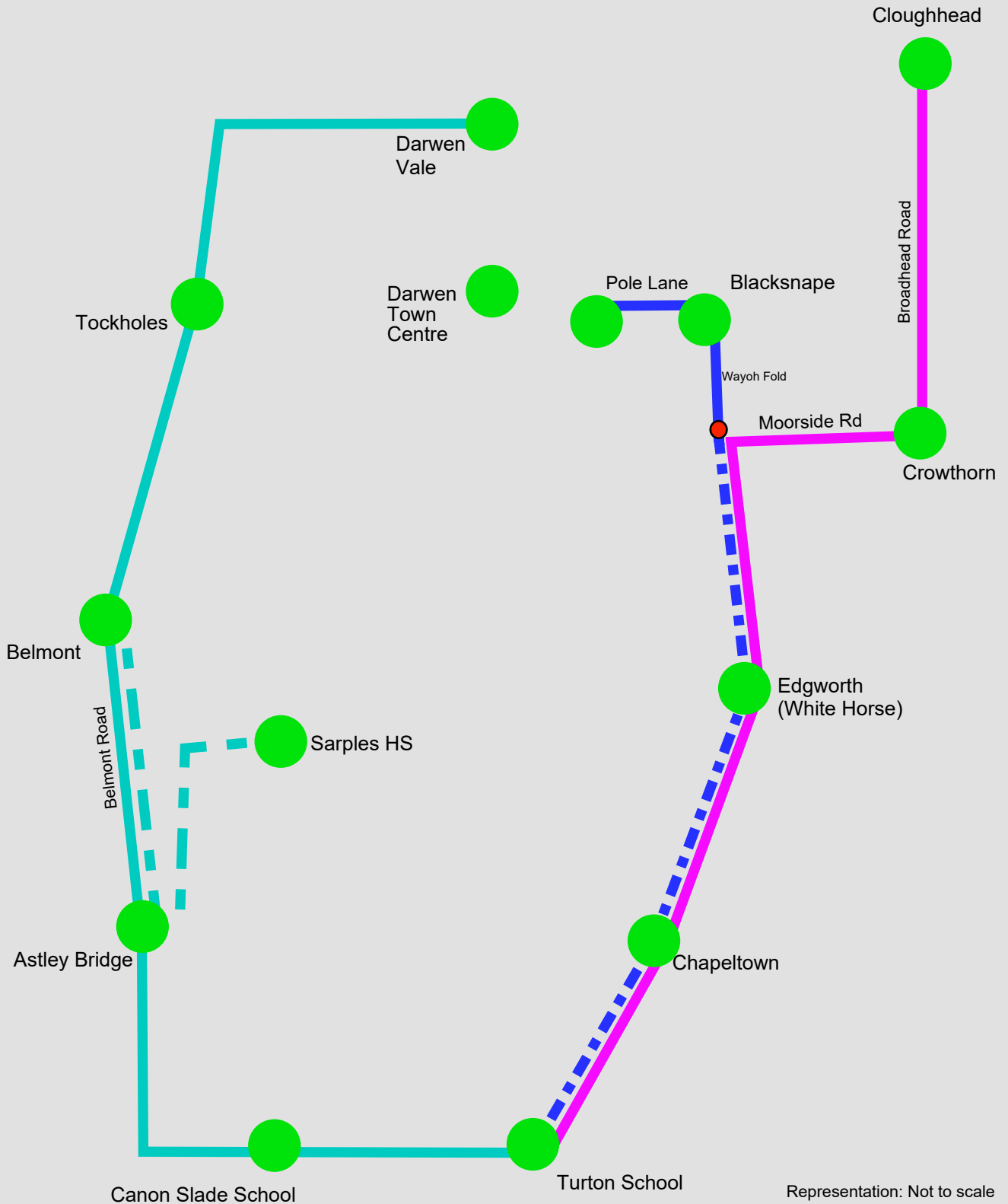
## Bolton Schools



Effective: September 2022

# Bolton Schools Bus Services

- Service 480
- - - - - 480 is Express service between this point and Turton High School
- Service 925
- - - - Service 925A
- Service 975



Please Note: The times shown in the timetables show timing points only. Buses will however recognise all bus stops along the planned bus route unless indicated within the timetable. Bus stops are 'request' and pupils must indicate that they require the bus to stop by putting their hand out.

# Service: 480



**Days of operation: School days Only**

<b>Service Number</b>	<b>480</b>
<b>Notes</b>	
Pole Lane (Junction with Sough Road)	8.00
Blacksnape Playing Fields	8.02
Whittlestone Head Crown & Thistle	8.07
Wayoh Fold	8.09
Turton High School	8.25

<b>Service Number</b>	<b>480</b>
<b>Notes</b>	
Turton High School (arr)	15.00
Turton High School (dep)	15.10
Wayoh Fold	15.23
Whittlestone Head Crown & Thistle	15.25
Blacksnape Playing Fields	15.30
Pole Lane (Junction with Sough Road)	15.32

This services serves all bus stops between Pole Lane and Wayoh Fold. Then operates as express to Turton High School. For alternative services in Edgworth, contact the transport team for further information.

## ROUTE DESCRIPTION:

### AM JOURNEY From:

Pole Lane, Marsh House Lane, Sett End, Blacksnape Road, Roman Road, Blackburn Road, then express from Moorside Road via Blackburn Road, Bolton Road, Wellington Road, Chapeltown Road access road to school yard/car park to Turton High School.

### PM JOURNEY Return from:

Turton High School, Express to Moorside Road via Chapeltown Road, Wellington Road, Bolton Road, Blackburn Road, then serving all bus stops as reverse of AM journey to Pole Lane.

All timetable information provided by the School Transport Team is intended to be a guide to pupils and parents. While every effort is made to give accurate information, it is necessary at times to make changes at short notice for operational reasons. Some locations are served by more than one bus because of the high number of pupils travelling and the need for the School Transport Team to control pupils' allocation to buses in order to ensure buses are not overloaded. **THIS TIMETABLE IS THEREFORE INTENDED AS A GUIDE ONLY.**

School Transport Team, Old Town Hall, King William Street, Blackburn, BB1 7DY

Tel: 01254 585003

# Service: 925



**Days of operation: School days Only**

<b>Service Number</b>	<b>925</b>
<b>Notes</b>	
Darwen Vale HS (layby)	07.50
Black Bull / Bog Height Road	07.55
Tockholes, Royal Arms	08.02
Belmont, Turning Circle	08.12
Astley Bridge (Asda junction)	08.25
Canon Slade CE High School	08.30
Turton High School	08.37

<b>Service Number</b>	<b>925</b>
<b>Notes</b>	
Turton High School (Depart)	15.10
Canon Slade CE High School - Stand B (Depart)	15.40
Astley Bridge (Asda junction)	15.50
Horrocks Fold Avenue (Top Shop)	15.55
Belmont, Turning Circle	16.05
Tockholes, Rock Inn	16.15
Black Bull / Bog Height Road	16.18
Darwen Vale HS	16.24

## ROUTE DESCRIPTION:

AM Journey (925) From:

Darwen Vale HS (layby), Blackburn Road (A666), Bog Height Road, Tockholes Road, Crookfield Road, Belmont Road (A675), Belmont Turning Circle, Belmont Road (A675), Blackburn Road (A666), Crompton Way, Bradshaw Brow, (Canon Slade) Turton Road, Chapeltown Road (B6391) to Turton High School.

From Turton HS, Chapeltown Road (B6391), Turton Road, Bradshaw Brow, Canon Slade School, Crompton Way, Blackburn Road (A666), Belmont Road (A675), Crookfield Road, Tockholes Road, Bog Height Road, Blackburn Road (A666), Darwen Vale HS.

All timetable information provided by the School Transport Team is intended to be a guide to pupils and parents. While every effort is made to give accurate information, it is necessary at times to make changes at short notice for operational reasons. Some locations are served by more than one bus because of the high number of pupils travelling and the need for the School Transport Team to control pupils' allocation to buses in order to ensure buses are not overloaded. **THIS TIMETABLE IS THEREFORE INTENDED AS A GUIDE ONLY.**

# Service: 925A



**Days of operation: School days Only**

<b>Service Number</b>	<b>925A</b>
<b>Notes</b>	
Belmont, Turning Circle	08.12
Waterworks Cottage	08.22
Sharples High School	08.30

<b>Service Number</b>	<b>925A</b>
<b>Notes</b>	
Sharples High School	15.05
Waterworks Cottage	15.15
Belmont, Turning Circle	15.25

## ROUTE DESCRIPTION:

### 925A (AM Journey):

From: Belmont Turning Circle, Belmont Road, Bar Lane, Blackburn Road, Hill Cot Road to Sharples High School.

### 925A (PM Journey):

From: Sharples High School, Hill Cot Road, Blackburn Road, Bar Lane, Belmont Road, Belmont Turning Circle.

All timetable information provided by the School Transport Team is intended to be a guide to pupils and parents. While every effort is made to give accurate information, it is necessary at times to make changes at short notice for operational reasons. Some locations are served by more than one bus because of the high number of pupils travelling and the need for the School Transport Team to control pupils' allocation to buses in order to ensure buses are not overloaded. **THIS TIMETABLE IS THEREFORE INTENDED AS A GUIDE ONLY.**

# Service: 975



**Days of operation: School days Only**

<b>Service Number</b>	<b>975</b>
<b>Notes</b>	
Broadhead Road, The Grange	08.07
Broadhead Road, Higher Giles	08.08
Edgworth, The Toby Inn	08.10
Edgworth, Crowthorn	08.15
Edgworth, Hob Lane	08.18
Edgworth, White Horse	08.22
Turton, Spread Eagle	08.26
Chapelton, Wellington Road	08.29
Turton High School	08.35

<b>Service Number</b>	<b>975</b>
<b>Notes</b>	
Turton High School (Depart)	15.10
Chapelton, Wellington Road	15.14
Turton, Spread Eagle	15.15
Edgworth, White Horse	15.17
Edgworth, Hob Lane	15.20
Edgworth, Crowthorn	15.24
Edgworth, The Toby Inn	15.28
Broadhead Road, Higher Giles	15.30
Broadhead Road, The Grange	15.31

## ROUTE DESCRIPTION:

AM Journey From: (via Grey Mare – Grane Road) Broadhead Road, The Grange, Higher Giles Farm, The Toby Inn, then via Broadhead Road, Crowthorn, Moorside Road, Blackburn Road, Bolton Road, Wellington Road, Chapelton Road to Turton High School.

PM Journey Returning From:

Turton High School via Chapelton Road, Wellington Road, Bolton Road, Blackburn Road, Moorside Road, Broadhead Road, Crowthorn, The Toby Inn, Higher Giles Farm to The Grange (Broadhead Road).

All timetable information provided by the School Transport Team is intended to be a guide to pupils and parents. While every effort is made to give accurate information, it is necessary at times to make changes at short notice for operational reasons. Some locations are served by more than one bus because of the high number of pupils travelling and the need for the School Transport Team to control pupils' allocation to buses in order to ensure buses are not overloaded. **THIS TIMETABLE IS THEREFORE INTENDED AS A GUIDE ONLY.**

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# Fare Payment Options



## School bus services from Sept 2022

We currently offer two payment options:

### PRE-PAID TRAVEL VOUCHER:

The voucher scheme has been introduced to offer a more flexible option to pupils who may not travel on school services regularly, such as sixth form pupils, pupils who may walk or cycle but occasionally use the bus or for those whose parents may pick them up/drop them off from time to time. It also offers more flexibility to those on tight budgets.

These vouchers come in books of 20, 50 or 100 and are priced at face value, which will be the pupils regular single fare of £1.25 or £1.75, depending on their location. One voucher will be used per journey, so a journey to school and a journey home will be two vouchers. Purchasing 100 vouchers does offer a 10% discount on the face value cost. There are no discounts on books of 20 or 50 vouchers.

#### **Prices:**

##### **Normal fare of £1.25**

Book of 20 vouchers = £25.00 | Book of 50 vouchers = £62.50 | Book of 100 vouchers = £112.50\*

##### **Normal fare of £1.75**

Book of 20 vouchers = £35.00 | Book of 50 vouchers = £87.50 | Book of 100 vouchers = £157.50\*

\* includes 10% discount

These vouchers are flexible in that you only use them as and when required, and you only need to buy more when you need them. If you get low on vouchers, just apply for another book and one will be sent out.

Purchasing books of vouchers are quick and easily ordered online by visiting our website outlined at the bottom of the page. This service is available 24/7. Please allow up to one week for delivery of your vouchers.

### CASH PAYMENTS:

The cash option is still available but we encourage using correct fare as it speeds up travel time and drivers are not guaranteed to have enough change for everyone.

Please check the website regularly throughout the summer as the information provided is under constant review and will be updated in accordance with government guidelines.

Please note that this information relates to Blackburn with Darwen Borough Council dedicated school bus services only.

For more information on the pre-paid travel vouchers please visit...

[www.blackburn.gov.uk/schools-and-education/school-transport](http://www.blackburn.gov.uk/schools-and-education/school-transport)





<b>Name of the activity being assessed</b>	Consultation on and proposed changes to school transport bus services to Bolton schools				
<b>Directorate / Department</b>	Schools System Support	<b>Service</b>	Home to School Transport Services	<b>Assessment Author</b>	Jackie Clarkson
<b>Is this a new or existing activity?</b>	<input type="checkbox"/> New <input checked="" type="checkbox"/> Existing	<b>Responsible manager / director for the assessment</b>		Carol Grimshaw/Joanne Siddle	
<b>Date EIA started</b>	05/06/2023	<b>Implementation date of the activity</b>		01/09/2023	

**SECTION 1 - ABOUT YOUR ACTIVITY**

<p>Page 153</p> <p><b>How was the need for this activity identified?</b>  i.e. Why are we doing this activity?</p>	<p>The council has a statutory duty to provide free Home to School transport services to school age children in the borough who meet the relevant criteria. The council’s Policy on home to school transport and the services provided to pupils in the borough have undergone significant changes over the last decade, and home to school transport is regularly reviewed with changes made as necessary to ensure that transport arrangements will continue to meet statutory requirements, whilst remaining a cost effective, appropriate use of public funds.</p> <p>Historically Blackburn with Darwen Borough Council used to provide discretionary free home to school transport to children attending more distant schools preferred on faith grounds and the routes of designated school services were arranged with that in mind. However, in 2010-11 the council’s home to school transport Policy was changed and that discretionary home to school transport was removed. Since 2012, the council has not provided any new pupil with free home to school transport to attend a more distant school preferred on grounds of faith or belief (other than those pupils who are entitled to such transport under the low income extended eligibility rights).</p> <p>There is a clear need to review the current school transport arrangements for pupils travelling from this borough to schools in Bolton. Our current designated school bus services to Bolton (which are heavily subsidised by this Council) provide a level of service to these pupils which the council does not provide anywhere else in the borough. This is inequitable to all the other pupils in the borough. As this is an existing service, it is felt appropriate that the pupils and families currently using these services (or likely to do so in the future) should be consulted about any proposals for changes to those services and approval was sought to do so.</p> <p>Online consultees were asked for their views on the following statements:</p>
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<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 154</p>	<p><u>Statement 1:</u></p> <p>The Council currently subsidises home to school transport for fare-paying children in the Borough to travel to schools in the Bolton area, which is an opportunity not available elsewhere in the Borough.</p> <p><u>Statement 2:</u></p> <p>The Council proposes to review and possibly remove bus routes which are not required to transport children who are eligible for free home to school transport.</p> <p><u>Statement 3:</u></p> <p>The Council proposes to continue to allow, at its discretion, fare-paying children who are not eligible for free home to school transport and have been offered a place at a Bolton School commencing in September 2023 to use its Bolton school bus services until they complete their secondary education in Summer 2028.</p> <p>This consultation and the proposals it outlines are to bring this element of designated school transport into line with the Home to School Transport Policy and Council provision everywhere else in the borough and thus promote fairness and equality across the Borough.</p>
<p><b>What is the activity looking to achieve?</b></p> <p><b>What are the aims and objectives?</b></p>	<p>This consultation is looking to harmonise the Council's home to school transport provision across the Borough to bring the designated school bus services for Bolton into line with the Home to School Transport Policy and Council provision across the rest of the borough and thus promote fairness and equality across the Borough. The Council will continue to provide statutory home to school transport services for all eligible pupils in this area, as it does across the rest of the borough.</p> <p>Other schools (including faith schools) are now providing school transport and are not receiving any financial support from the council. This change would ensure that schools are treated equally by the council in relation to statutory home to school transport provision.</p> <p>The proposed changes would take full effect from September 2028 (subject to ongoing review).</p>
<p><b>Services currently provided</b> (if applicable)</p>	<p>The council currently provides four designated school bus services that carry pupils living in the south of the Borough to Bolton schools. Although some of these services carry paying passengers, the financial cost of those services is heavily subsidised by the council. On review, it became apparent that some of these services are no longer required in order for the borough to fulfil its statutory duties regarding home to school transport provision.</p>



**SECTION 2 - UNDERSTANDING YOUR CUSTOMER****What resources will support in undertaking the equality analysis and impact assessment?**

*Please identify additional sources of information you have used to complete the EIA, e.g. reports; journals; legislation etc.*

Blackburn with Darwen Borough Council's Home to School Transport Policy.

Supported by the following:

- Education Act 1996 (amended by the Education and Inspections Act 2006):
- Education and Inspections Act (2006):
- Department for Education's statutory guidance on the home to school transport provision:

The School Standards and Framework Act 1998:

**Who are you consulting with? How are you consulting with them? *(Please insert any information around surveys and consultations undertaken)***

Jointly, the Executive Member for Children, Young People and Education and the Executive Member for Growth and Development commenced a process of extensive consultation from the 6<sup>th</sup> March 2023 until 19<sup>th</sup> May 2023, informing interested parties of the review of the provision of school bus services to Bolton schools in line with the current Home to School Transport Policy. An online consultation was opened from Monday, 6<sup>th</sup> March 2023 and concluded on Friday, 19<sup>th</sup> May 2023. Headteachers of Secondary and Primary schools in the area were informed of this and asked to advise families of children attending their schools, through their existing communication channels, of the online consultation's location on the Council's website. Details of the consultation were advertised on the School Transport page of the Council's website and advertised by Communications.

In addition to the online consultation, a wide range of stakeholders was also invited to state their views. These included:

- Headteachers of Primary and Secondary schools in Darwen and the south of the Borough;
- Headteachers of Bolton Schools: Canon Slade School, Turton School, Sharples School and Thornleigh Salesian College;
- The Church of England Dioceses of Blackburn and Manchester;
- The Roman Catholic Diocese of Salford;
- The two Members of Parliament.

A reminder email was sent to all parties on Friday, 5<sup>th</sup> May 2023.

84 responses have been received either online or sent directly. The Council summarised the responses and has published every response which accompanied the decision (attached as Appendix 1).

<b>Who does the activity impact upon?*</b>	Service users	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Indirectly
	Members of staff	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Indirectly
	General public	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Indirectly
	Carers or families	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Indirectly
	Partner organisations	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Indirectly

<p><b>Does the activity impact positively or negatively on any of the protected characteristics as stated within the Equality Act (2010)?*</b></p> <p><b>The groups in blue are not protected characteristics (please refer to p. 3 of the guidance notes)</b></p>	Positive impact	<input checked="" type="checkbox"/> Age	<input checked="" type="checkbox"/> Disability	<input type="checkbox"/> Gender reassignment	<input type="checkbox"/> Marriage & Civil Partnership	<input type="checkbox"/> Pregnancy & maternity	<input checked="" type="checkbox"/> Vulnerable groups
		<input checked="" type="checkbox"/> Race	<input checked="" type="checkbox"/> Religion or belief	<input type="checkbox"/> Sex	<input type="checkbox"/> Sexual orientation	<input type="checkbox"/> Deprived communities	<input checked="" type="checkbox"/> Carers
	Negative impact	<input checked="" type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender reassignment	<input type="checkbox"/> Marriage & Civil Partnership	<input type="checkbox"/> Pregnancy & maternity	<input checked="" type="checkbox"/> Vulnerable groups
		<input checked="" type="checkbox"/> Race	<input checked="" type="checkbox"/> Religion or belief	<input type="checkbox"/> Sex	<input type="checkbox"/> Sexual orientation	<input type="checkbox"/> Deprived communities	<input checked="" type="checkbox"/> Carers
	No impact	<input type="checkbox"/> Age	<input type="checkbox"/> Disability	<input type="checkbox"/> Gender reassignment	<input type="checkbox"/> Marriage & Civil Partnership	<input type="checkbox"/> Pregnancy & maternity	<input type="checkbox"/> Vulnerable groups
		<input type="checkbox"/> Race	<input type="checkbox"/> Religion or belief	<input type="checkbox"/> Sex	<input type="checkbox"/> Sexual orientation	<input type="checkbox"/> Deprived communities	<input type="checkbox"/> Carers

\*If no impact is identified on any of the protected characteristics a full EIA may not be required. Please contact your departmental Corporate Equality & Diversity representative for further information.

Does the activity contribute towards meeting the Equality Act's general Public Sector Equality Duty? *Refer to p.3 of the guidance for more information*  
***A public authority must have 'due regard' (i.e. consciously consider) to the following:***

DUTY	DOES THE ACTIVITY MEET THIS DUTY? EXPLAIN
<b>Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act</b> <i>(i.e. the activity removes or minimises disadvantages suffered by people due to their protected characteristic)</i>	No changes will be made to existing services until September 2028 whereby all existing pupils will have completed their statutory secondary education and will not be affected by any changes.
<b>Advance equality of opportunity between those who share a protected characteristic and those who do not</b> <i>(i.e. the activity takes steps to meet the needs of people from protected groups where these are different from the needs of other people)</i>	Proposed changes to the Policy will not restrict parental right to express a preference or deny any pupil access to education. Pupils will be free to travel where they wish and attend the school of their choice. Pupils already attending schools in Bolton won't be affected, nor will the 2023 intake of pupils.
<b>Foster good relations between people who share a protected characteristic and those who do not</b> <i>(i.e. the function encourages people from protected groups to participate in public life or in other activities where their participation is disproportionately low)</i>	Local authority schools are open to all children irrespective of their protected characteristics; schools are required to make necessary adjustments in order that affected children are able to participate fully in school life. This Policy simply states that the Council will no longer provide discretionary school transport for pupils attending faith schools (other than those eligible for extended rights). Statutory school transport and families on a low income are not impacted by the changes.

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ASSESSMENT	Is a full EIA required?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Please explain how you have reached your conclusion <i>(A lack of negative impacts must be justified with evidence and clear reasons, highlight how the activity mitigates or mitigates any possible negative impacts)</i>			

Author Signature	Jackie Clarkson	Date	05/06/2023
Head of Service/Director Signature	Carol Grimshaw	Date	12/06/2023

*The above signatures signify acceptance of the ownership of the Initial EIA and the responsibility to publish the completed Initial EIA as per the requirements of the Equality Act 2010.*

<b>Departmental E&amp;D Lead Signature</b>	<i>Claresse Brazendale</i>	<b>Date</b>	<b>26/06/2023</b>
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**FULL EQUALITY IMPACT ASSESSMENT****SECTION 3 – ANALYSIS OF IMPACT**

Does the activity have the **potential** to:

- **positively** impact (benefit) any of the groups?
- **negatively** impact/exclude/discriminate against any group?
- **disproportionately** impact any of the groups?

Explain how this was identified – through evidence/consultation.

Any negative impacts that are identified within the analysis need to be captured within the action plan in **Section 4**

**N.B.** Marriage & Civil Partnership is only a protected characteristic in terms of work-related activities and NOT service provision

<b>Characteristic</b>	<b>Positive</b>	<b>Negative</b>	<b>Don't know</b>	<b>Reasons for positive and/or negative impact</b> Please include all the evidence you have considered as part of your analysis	<b>Action No.</b>
Page 159  <b>Age</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>The change resulting from this consultation will impact positively and negatively on school aged children 11-16 years old attending their preferred schools where there are nearer schools to their home address.</p> <p><u>Positive</u></p> <ul style="list-style-type: none"> <li>• Equality of the Home to School Transport Policy and its application to all pupils across the borough.</li> <li>• Eligible pupils will not need to change buses to get to school but will retain a direct service.</li> <li>• Designated transport would ensure a direct service to schools without requiring bus connections (i.e. using the commercial network).</li> <li>• The Council will continue to provide transport for low income families and statutory pass holders where applicable,</li> <li>• Fares are still considerably less than commercial fares.</li> <li>• Continuation of services until July 2028 (so no existing pupils will be impacted).</li> </ul> <p><u>Negative</u></p> <ul style="list-style-type: none"> <li>• May lead to increased car usage with increased health and safety risks and additional congestion outside schools if future pupils chose to attend more distant preferred schools as they will not qualify for statutory home to school transport.</li> <li>• Bolton Schools refused to subsidise bus services, unlike the schools within Blackburn with Darwen.</li> </ul>	

				<ul style="list-style-type: none"> <li>Parental choice of Bolton Schools will be restricted by the family's ability to make their own arrangements for the pupil to travel to the preferred school.</li> </ul>	
<b>Disability</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Where a child or young person is disabled and qualifies for free transport this will continue and will be unaffected by the changes. A separate Policy for children with disabilities will apply.	
<b>Gender reassignment</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Policy will apply to all pupils regardless of their gender identity and expression.	
<b>Marriage &amp; Civil Partnership</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	N/a	
<b>Pregnancy &amp; Maternity</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No implications - any (pregnant / new parent) school aged pupil who continues with their education is covered by a separate Policy which provides mother and child with free transport.	
<b>Race</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Policy will apply to all pupils irrespective of their race.	
<b>Religion or Belief</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Policy will apply to all pupils irrespective of their religion or belief. Statutory eligible pupils will not be affected. Future pupils who want to attend faith schools in Bolton but are not eligible for extended transport rights will not have the benefit of Council school transport services to those schools, which is already the case across the rest of the borough. The proposed change would bring the local authorities provision for these pupils in line with all other pupils.	
<b>Sex</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No implications – the Policy will apply to all pupils irrespective of their gender.	
<b>Sexual orientation</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No implications - the Policy will apply to all pupils irrespective of their sexual orientation.	
<b>Vulnerable Groups</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where a child or young person is disabled or considered as having Special Educational Needs and qualifies for free transport this will continue and will be unaffected by these changes. A child or young person, who has an Education, Health and Care Plan (EHCP) which states that transport must be provided as part of that plan, will continue to receive transport with no change".	
<b>Deprived Communities</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p><u>Positive</u></p> <p>The Council will continue to support low income families (children receiving free school meals or parents on the highest band of working tax credit) who are eligible for extended home to school transport provision.</p> <p><u>Negative</u></p> <p>Decisions could affect low income families who are not in receipt of any benefits. In the affected areas, families will continue to be able to choose which school their child attends, but the Council will not be providing free/subsidised transport to pupils choosing to attend more distant preferred schools. There may be a burden on large families and those families just above thresholds financially.</p>	



<b>Carers</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Policy includes provision for children where there might be circumstances where there is temporary parental incapacity for the child to be accompanied to the school.
<b>Other [ ]</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<b>Does the activity raise any issues for community cohesion?</b>	Families from the affected areas will still have the same choice in terms of school admissions, but they will have to make their own transport arrangements to attend more distant preferred schools in future if they are not eligible for extended home to school transport rights on the grounds of low income.
<b>Does the activity contribute positively towards community cohesion?</b>	
<b>Does the activity raise any issues in relation to human rights as set out in the Human Rights Act 1998? Details of which can be found <a href="#">here</a></b>	Children and young people will still have the freedom to apply to the school(s) of their choice but the Council is only required to provide home to school transport for pupils to whom it owes a statutory duty. "Under the ECHR parents do not enjoy a specific right to have their children educated at a school with a religious character or a secular school, or to have transport arrangements made by their local authority to and from any such school. The Equality Act 2010 does not apply to the exercise of an authority's function in relation to transport" (DfE Home to school travel and transport guidance 2014).
<b>Does the activity support / aggravate existing departmental and/or corporate risk?</b>	<i>Is the activity on the departmental risk register? If it is not, should it be?</i> <b>No</b>

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**CONCLUSIONS OF THE ANALYSIS**

<b>Action following completion of the impact assessment</b>			
<i>It is important that the correct option is chosen depending on the findings of the analysis. The action plan must be completed as required.</i>			
<input type="checkbox"/> No major change in the activity	<input checked="" type="checkbox"/> Adjust activity	<input type="checkbox"/> Continue with activity	<input type="checkbox"/> Stop and reconsider activity
<b>Please explain how you have reached your conclusion</b>			

The current provision of these school transport services gives pupils who are able to access them a level of service that the council does not provide to pupils across the rest of the borough and also clearly exceeds our statutory Home to School transport duties. In recent months, the disparity in provision has been raised with the Home to School Transport team by a number of families in the borough. In light of the important need to treat pupils equally (and bearing in mind current and likely future budget pressures) it is proposed that the Council should review its current bus services for pupil's resident within the borough's boundaries who attend schools in the Bolton area.

**ACTION PLAN**

Action No.	What is the negative / adverse impact identified?	Actions required to reduce / mitigate / eliminate the negative impact	Resources required	Responsible officer(s)	Target completion date
1.	School admission numbers will be reviewed annually to determine whether there has been an impact as a result of this decision.	Review information from Blackburn with Darwen's School Admissions Team on applications to analyse whether or not there has been an impact on school admission numbers.		Head of Service School Systems Support	September 2028
2.	School partnership working in order for schools to contribute towards discretionary school transport costs.	To continue to work with schools to support them in the process of owning their transport provision.		School Transport Team	Ongoing

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**MONITORING AND REVIEW**

<p>The responsibility for establishing and maintaining the monitoring arrangements of the EIA action plan lies with the service completing the EIA. These arrangements should be built into the performance management framework.</p> <p>Monitoring arrangements for the completion of EIAs will be undertaken by the Corporate Equality &amp; Diversity Group and the oversight of the action plans will be undertaken by the Management Accountability Framework.</p>	
<p>If applicable, where will the EIA Action Plan be monitored?</p>	<p><i>e.g. via Service Management Team; Service Leadership Team; Programme Area Meetings</i></p> <p><b>Children, Young People &amp; Education Service Leadership Team</b></p>
<p>How often will the EIA Action Plan be reviewed?</p>	<p><i>e.g. quarterly as part of the MAF process</i></p> <p><b>Annually or Policy Change</b></p>
<p>When will the EIA be reviewed?</p>	<p><i>It should be reviewed at least every 3 years to meet legislative requirements</i></p>

	<b>July 2026</b>
Who is responsible for carrying out this review?	<b>Transport Team Leader and Head of Service, School System Support</b>

<b>Author Signature</b>	<b>Jackie Clarkson</b>	<b>Date</b>	<b>05/06/2023</b>
<b>Head of Service/Director Signature</b>	<b>Carol Grimshaw</b>	<b>Date</b>	<b>12/06/2023</b>
<i>The above signatures signify acceptance of the ownership of the full EIA, the responsibility for the associated Action Plan (if applicable) and the responsibility to publish the completed full EIA as per the requirements of the Equality Act 2010.</i>			
<b>Departmental E&amp;D Lead Signature</b>	<i>Clairesse Brazendale</i>	<b>Date</b>	<b>26/06/2023</b>

## EXECUTIVE BOARD DECISION



<b>REPORT OF:</b>	Executive Member for Children, Young People and Education, Executive Member for Public Health, Prevention & Wellbeing
<b>LEAD OFFICERS:</b>	Abdul Razaq - Director of Public Health, Jo Siddle -Strategic Director of Children & Education (DCS)
<b>DATE:</b>	Thursday, 6 <sup>th</sup> July 2023

<b>PORTFOLIO/S AFFECTED:</b>	Public Health Prevention and Wellbeing
<b>WARD/S AFFECTED:</b>	(All Wards);
<b>KEY DECISION:</b>	Y

**SUBJECT: EB 0-19 Tender Decision to award**

**1. EXECUTIVE SUMMARY**  
 To seek approval from the Executive Board to award the three contracts for the three lots that make up the 0-19 Healthy Child programme.

- 2. RECOMMENDATIONS**  
 That the Executive Board:
- Approves the award of the contracts for the Councils 0-19 Healthy Child Programme for a three year period with the option to extend for a further two years, following a robust tender process, to commence from the 1st April 2024.

**3. BACKGROUND**

The local authority has responsibility for commissioning the 0-19 Healthy Child Programme (up to 25 for those with special educational needs and disabilities (SEND)), a universal offer to all families across the borough, ensuring every child has the best start to life. The foundations for virtually every aspect of human development including physical, intellectual and emotional, are established in early childhood.

There are two mandated elements as part of the programme, the five mandated health-visitor reviews and the National Child Measuring Programme (NCMP) in Reception and Year 6. The programme however offers a model for improving a wide and varied range of health outcomes for children and their families. It forms part of the ‘whole system’ of support for children and young people’s health and wellbeing including the NHS, the community, voluntary and faith sector, schools and colleges. The programme also links to other commissioned services such as substance misuse, mental health, sexual health, pharmacies, screening and immunisation programmes and primary care.

In August 2023, the Executive Board was asked permission to start a tender process for three Lots that comprise the 0-19 Healthy Child Programme, with the new services ready to commence from 1<sup>st</sup> April 2024. Since the Executive Board paper in August 2023, the current contract with the incumbent provider

was extended until 31<sup>st</sup> March 2024, to enable a full tender process to take place and sufficient time for mobilisation a new provider/s. Therefore the new contract will be for three years, with two plus one extensions, rather than three and half years, with two, plus one extensions.

The three Lots to be awarded are :

**Lot 1 – Health Visitors & School Nursing (Contract value £3,887,666 per annum)**

The largest element of the contract, the health visiting and school nursing Lot will provide the vast majority of the model. The elements of this Lot will include, but are not limited to:

- Public health nursing – Universal in reach and personalised in response, from the antenatal period up to 19 years for children, young people and families (up to 25 years for children with SEND).
- Support for all children, young people and families at the four service levels (community, universal, targeted and specialist).
- Early identification of need, screening, developmental health reviews, focus on high impact areas, and the provision of the National Child Measurement Programme (NCMP) and School Health Needs Assessment (SHNA)
- Safeguarding support, including looked after children health assessments.
- Health improvement with a focus on prevention.

Two providers submitted tenders for Lot 1, however one tender was deemed by the panel to be non-compliant as it did not meet key elements of the service specification so only one tender was scored.

Supplier	Quality – 70%	Price – 5%	Innovation – 10%	Social Value – 15%	Total
ELHT	50%	5%	5%	5.40%	65.4

It is therefore recommended that the contract is awarded to ELHT as although they were the only compliant tender, the scores demonstrated a strong bid that showed they can deliver the depth of quality and service that was required within the service specification.

**Lot 2 – Specialist Infant Feeding Support Service (Contract value £100,000 per annum)**

The specialist Infant Feeding Support Service will provide multi-faceted approaches to improving breastfeeding initiation and prevalence rates in Blackburn with Darwen, therefore supporting a reduction in health inequalities. The service will contribute to promoting a social and cultural shift where breastfeeding is recognised as the conventional way to feed an infant.

Two bids were recieved for Lot 2:

Supplier	Quality – 70%	Price – 10%	Innovation – 5%	Social Value – 15%	Total
ELHT	52.5%	10%	3.75%	9%	75.25%
Bidder B	46.25%	9.98%	5%	5.4%	66.63%

It is therefore recommended that the contract is awarded to ELHT as they had the highest overall score.

**Lot 3 – Community and Voluntary Sector Support service (Contract value £95,000 per annum)**

The community and voluntary sector support Lot will provide low level community support and early intervention to families to include aspects such as befriending, volunteering and peer family support for young families to build the skills, confidence and strength to nurture children. The service will

support families and children with behaviour support, school readiness, speech and language, emotional support for children and families and support resilient parenting.

One bid was received for Lot 3 it was still moderated by a panel:

Supplier	Quality – 70%	Price – 10%	Innovation – 5%	Social Value -15%	Total
Homestart	52.5%	10%	2.5%	1.8%	66.8%

It is therefore recommended that the contract is awarded to Homestart as the only bidder, and as they submitted a bid that was scored highly by the panel.

The prime provider of the current 0-19 Health Child Programme is Lancashire and South Cumbria NHS Foundation Trust. They did not submit a bid as they are currently re-profiling their business model to deliver mental health services only. Other providers that deliver elements of the current service include East Lancashire Hospital Trust (currently delivering the specialist Infant Feeding Support Service) and Spring North, Brook and Homestart (currently delivering the Community and Voluntary Sector Support service).

#### 4. KEY ISSUES & RISKS

As the incumbent prime provider did not put a bid in for the service, staff currently employed by Lancashire and South Cumbria NHS Foundation Trust will transfer pursuant to TUPE to the new provider. This will require some support from HR, finance, IT and information governance from the Council and the incoming and outgoing providers.

##### Successful bidder:

It is important to work with the successful bidders to ensure a smooth transition, within outlined timescales, to enable sufficient lead in and mobilisation time for the new service to begin on 1st April 2024. A detailed plan has been developed and is on schedule to achieve the desired outcomes of this tender process. Some of the risk has been mitigated as all TUPE information and confidentiality statements have been received through the comprehensive tender process. The bidders have submitted mobilisation plans/timelines and explained how they will also mitigate risks, such as transformation into the new Family Hub delivery model, communications, workforce development, estates and premises, relocation of staff etc.

Through their initial bid and further clarification questions and presentation, the successful bidder for Lot 1 has stated a clear commitment to system and service transformation, and to deliver new collaborative locality 'Start Well' offer with wider interdependent services.

##### Timescales:

- Award of contract is planned for July 2023
- Current contracts come to a natural end 31<sup>st</sup> March 2024
- Service contract commencement 1<sup>st</sup> April 2024

#### 5. POLICY IMPLICATIONS

This commissioning process and the new service model development has been aligned to both local and national recommendations for children, young people and national Modernised Healthy Child Programme guidance, policy and quality standards, Blackburn with Darwen's Health and Wellbeing Strategy, Blackburn with Darwen's Family Hub Programme, Children's Partnership Board Priorities



and Early Help Strategy, and will continue to consider implications with regards to a number of other developing strategic agendas.

## 6. FINANCIAL IMPLICATIONS

The 0-19 Healthy Child Programme contract will be funded by the Department of Health public health grant, the table below shows the cost of the initial three year and a half year contract and then the two one year extensions that will be available, if it is decided to extend the contract length. An increase on the previous contract value (£200,000) has been added to the value of the contract as Agenda For Change uplift monies have been added to the Public health grant from 2022/23. Public health departments have to pass these monies to the provider, as the stipulation of the public health grant terms :

[Public health ringfenced grant 2022 to 2023: local authority circular - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/103122/public-health-ringfenced-grant-2022-to-2023-local-authority-circular.pdf)

The contract value for the 0-19 service has remained at a static rate for four years, since 2019/20. Since the start of the contract in 2017/8, NHS pay scales have had a 10% increase and with inflationary increases and the cost of petrol rising, the slight increase in the contract value means the real terms actual financial envelope is a decrease on the previous contract value. The increasing complexity and demand on the service post Covid-19 and as a knock on impact of the cost of living crisis, mean that any further reduction in funding would make the service objectives undeliverable.

A breakdown of the different Lot values is shown in the table below:

	<b>Value per annum</b>
Lot 1 – Public Health Nursing	£3,887,666
Lot 2 – Infant feeding Service	£100,000
Lot 3 – Community and voluntary sector support	£95,000
<b>Contract total value per annum</b>	<b>£4,082,666</b>

## 7. LEGAL IMPLICATIONS

An open tender process was followed to ensure these tenders attracts providers with sufficient knowledge and expertise. The tendering process complied with the Public Contracts Regulations 2015 and the Council's Contract and Procurement Procedure Rules. The contract will be in a form approved by legal officers in the Contracts and Procurement team.

## 8. RESOURCE IMPLICATIONS

The management and implementation of the mobilisation of the new services will be led by the Public Health team including input from Legal, Finance, HR and the commissioning and procurement team.

## 9. EQUALITY AND HEALTH IMPLICATIONS

**Please select one of the options below. Where appropriate please include the hyperlink to the EIA.**

Option 1  Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2  In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. (*insert EIA link here*)

Option 3  In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. (*insert EIA attachment*)

## 10. CONSULTATIONS

There was a four phase approach to the consultation and engagement that drew upon learning and feedback at each stage.

Stage one, focussed on children and families, young people, current staff and partners and included a mix of questionnaires and focus groups. A consultation report has been drawn up of key findings.

Stage two, involved soft market testing with current and potential providers in the market, steering the process by broadening understanding of the current market place and any innovations in practice which were written into the service specification process. Meetings with all of our incumbent providers took place in June 2022.

Stage three involved a commissioning workshop which partners who commission other parts of the integrated children's health pathway were invited to a half day workshop to consider the correct model and how it integrates with other services. Invited organisations included the Integrated Commissioning Board (ICB), NHS England, Safeguarding at East Lancashire Hospitals NHS Trust (ELHT), BwD children's commissioning team and Family hub leads.

Stage four followed and focused on a market engagement event, once the tenders had gone online via the CHEST procurement system. This event allowed potential providers to gain more understanding of the service required and a chance to ask questions, before the final tenders were submitted. Clarifications questions could also be asked via the CHEST and a total of 187 were asked via this method.

A full consultation programme with colleagues from other relevant departments has taken place, as well as the expert reference group, and all relevant partnership groups and boards were consulted.

Groups consulted as part of the commissioning process included:

- 0-25 Joint Commissioning Group and SEND Strategic Partnership Board
- Public health senior leadership team, Executive Member briefing and Senior Policy Team
- Children's Services Executive Member briefing and Senior Policy Team
- Policy Development Session
- Joint Commissioning Recommendations Group and Strategic Commissioning Board
- Strategic Leadership briefing and Corporate Leadership Team

## 11. STATEMENT OF COMPLIANCE


The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The

recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

## 12. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded in the Summary of Decisions published on the day following the meeting.

**VERSION:** 1

<b>CONTACT OFFICER:</b>	<b>Liz Johnston, Public Health Specialist for Start Well</b>
<b>DATE:</b>	15 <sup>th</sup> of June, 2023
<b>BACKGROUND PAPER:</b>	 Procurement of the 0-19 Healthy Child Pr

## EXECUTIVE BOARD DECISION



<b>REPORT OF:</b>	Executive Member for Digital and Customer Services, Executive Member for Environment & Operations
<b>LEAD OFFICERS:</b>	Assistant Director CE, Strategic Director of Environment & Operations
<b>DATE:</b>	Thursday, 6 July 2023

**PORTFOLIO/S AFFECTED:** Environment & Operations

**WARD/S AFFECTED:** (All Wards);

**KEY DECISION:** Y

**SUBJECT: Budget approval for new software solution for Regulatory Services**

### 1. EXECUTIVE SUMMARY

The purpose of this report is to seek budget approval for the new software system to manage the provision of Environmental Health, Trading Standards and Housing information management.

### 2. RECOMMENDATIONS

That the Executive Board:

- Approves a supplementary capital budget estimate of £300k for the scheme to be funded through corporate ICT capital reserves.
- Approves an increase to the department's annual revenue budget from the 2024/25 financial year of up to £50k.
- Notes that an Executive Member Decision will be now submitted by the Executive Member for Digital and Customer Services and the Executive Member for Environment & Operations following the tender exercise to award the contract confirming the final financial implications.

### 3. BACKGROUND

A report was approved by the Executive Board in April 2023 to commence procurement for a new software system for Regulatory Services. This was due to the current provider announcing that the current software provided to the Council may no longer be supported after the 31st March 2024, giving the Council no option but to tender for a replacement system.

The software is used in the Environmental Health Service, Public Protection, Private Sector Housing, Environmental Services, Home Improvement Service, Housing Assistance and the Contact Centre. The solution is the sole database used in these service areas and the history and intelligence held in the database is invaluable to the continued high standard of service delivery provided by the Council.

The tender was launched in accordance with the strategy approved by the Executive Board through the Crown Commercial Services Vertical Application Solutions framework giving suppliers 4 weeks to

respond. Shortly after the tender was launched the Council received a message from one of the key suppliers of the software requesting an extension of time on the tender due to the bank holiday and staff absence over this period. As there are not many suppliers who offer this kind of software the department felt there was no option but to grant the extension requested.

In the report to the Executive Board in April they were asked to note that a subsequent report would be made to the Board for the approval of the contract award including the financial implications, this was expected to be submitted to July's Executive Board for approval, with the extension granted to suppliers this means that it would not be possible to achieve this date.

Since the previous board the department has been in touch with another Council of a similar size to our own who has just completed a tender exercise for a replacement system themselves, this has enabled us to finalise the expected financial implications for this project. The department are therefore seeking the financial approvals for the project at this point with a subsequent Executive Member Decision to be made following the tender scoring.

With the extremely challenging timelines for the implementation of the new software it is imperative that the approval for the award of the contract progresses as quickly as possible, with the revised approach this will enable this to happen approximately 3 weeks earlier than having the award approved by the Executive Board in August.

#### **4. KEY ISSUES & RISKS**

The current system is going end of life giving the Council no option but to replace the system

- Without replacement the ability to comply with our statutory duties may be compromised.
- Time for Procurement and Implementation and the low number of competitors will make this a challenging implementation. An early decision on the award of the contract will provide some mitigation against this.

#### **5. POLICY IMPLICATIONS**

The services covered by this software provide important multiple regulatory services across the Council that contribute to the delivery of the Council Priorities.

#### **6. FINANCIAL IMPLICATIONS**

##### Revenue Implications

From market research it is estimated that the annual revenue cost for the new solution will be up to £65k per annum. The department already holds revenue of budget of £15k for the current solution leaving a shortfall of up to £50k per annum, with the increase being due to a shift from on premise solutions to those hosted by the supplier. This will be factored into the Council's budget for 2024/25.

##### Capital Implications

A capital budget of £200k is already in the capital programme for next year. The current estimate for the new solution is £500k plus contingency of £50k, this is made up of a mixture of supplier costs and Council staff working on the project.

The balance of the £350k required for the capital solution will be taken from the ICT capital reserves.

#### **7. LEGAL IMPLICATIONS**

Procurement has been in accordance with Public Contract Regulations 2015. Contract will be in a form approved by legal officers in the Legal and Procurement team.

The Contract covers multiple areas which are covered by statutory legislation;

- Environmental Protection Act 1990 legislation includes the control of emission into the environment and action against statutory nuisance.
- Food Safety Act 1990, Health and Safety Act work Act, Pollution prevention and Control Act, Public Health Act includes a list of legislation enforced by Commercial Environmental Health.
- Public Health (Control of Disease) Act
- Clean Air Act 1993
- Housing Act defines mandatory licensing of Houses in Multiple Occupation (HMO) and provides for enforcement against poor private rented property.
- Consumer Protection Act covers the remit of Trading Standards

## 8. RESOURCE IMPLICATIONS

There will be a requirement under the project for staff backfill to be provided due to the amount of work involved.

## 9. EQUALITY AND HEALTH IMPLICATIONS

Please select one of the options below. Where appropriate please include the hyperlink to the EIA.

Option 1  Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2  In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. *(insert EIA link here)*

Option 3  In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. *(insert EIA attachment)*

## 10. CONSULTATIONS

Consultations have occurred with all affected service areas within the Council.

## 11. STATEMENT OF COMPLIANCE

The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

## 12. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded in the Summary of Decisions published on the day following the meeting.

VERSION: 1

<b>CONTACT OFFICER:</b>	<b>Peter Hughes</b>
<b>DATE:</b>	01/06/2023
<b>BACKGROUND PAPER:</b>	Executive Board Decision – 13 <sup>th</sup> April 2023 – Procurement of new software solution for Regulatory Services.

# EXECUTIVE BOARD DECISION



**REPORT OF:** Executive Member for Finance and Governance

**LEAD OFFICER:** Chief Executive

**DATE:** 6<sup>th</sup> July 2023

**PORTFOLIOS AFFECTED:** All

**WARDS AFFECTED:** All

**KEY DECISION:** Y

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**TITLE OF REPORT:** Corporate Revenue Budget Monitoring 2022/23 – Quarter 4 Outturn Position

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## 1. EXECUTIVE SUMMARY

1.1 The purpose of this report is to report to the Executive Board the overall revenue financial position of the Council for the year ended 31<sup>st</sup> March 2023, highlighting any significant issues and explaining variations in the final quarter of the financial year. It is also to determine the year end position with regard to portfolio under/overspends and the impact on earmarked and unallocated reserves.

## 2. RECOMMENDATIONS

2.1 It is recommended that Executive Board approve:-  
a) the Portfolio Budget Adjustments as outlined in Appendix 1;  
b) the outturn summary provided in Appendix 2;  
c) the Earmarked Reserves and General Fund Balance position shown in Appendix 3.

## 3. BACKGROUND

3.1 In accordance with the Council's Financial Procedure Rules, all Portfolios are required to examine their revenue budget position on a monthly basis. Quarterly reports are submitted to the Executive Board for review and action as necessary along with a final report, detailing the financial outturn for the year.

## 4. RATIONALE

4.1 The development of the budget is a key element of the Council's financial governance processes. The requirement for the Council to monitor its budget during the year is set out in s28 of the Local Government Act 2003 with s28(3) requiring the Council to take action, as it considers necessary, if there has been a deterioration in its financial position.

## 5. KEY ISSUES



## Portfolio Cash Limits - Adjustments

- 5.1 At the meeting of Finance Council on 28<sup>th</sup> February 2022, the Council agreed the General Fund Revenue Budget for 2022/23.
- 5.2 As Councillors will be aware, the budget is subject to changes for a range of reasons as the financial year progresses. **Appendix 1** provides a detailed analysis of those budget adjustments that have occurred during the year. The impact of these adjustments on the Council's Budget for 2022/23 is summarised in Table 1 below:-

**Table 1: Working Budget 2022/23 (as at 31<sup>st</sup> March 2023)**

	Working Budget at 31 <sup>st</sup> Dec 2022 £000	Adjustments*1 £000	Working Budget at 31 <sup>st</sup> Mar 2023 £000
Portfolio Budgets	139,533	(5,263)	134,270
Other Corporate Income and Expenditure	(12,409)	(7,091)	(19,501)
<b>Net Revenue Expenditure</b>	<b>127,124</b>	<b>(12,355)</b>	<b>114,769</b>
Less Core Funding	(50,373)	-	(50,373)
Less Council Tax	(60,335)	-	(60,335)
<b>Shortfall before Reserves</b>	<b>16,416</b>	<b>(12,355)</b>	<b>4,061</b>
Change in Specific Reserves	(16,416)	13,784	(2,632)
Change in GF Balance	-	(1,429)	(1,429)
<b>Funding 'Gap'</b>	<b>-</b>	<b>-</b>	<b>-</b>

\*1 – See Appendix 1

- 5.3 The Executive Board is asked to approve these budget adjustments (where they haven't already been approved in accordance with Financial Procedure Rules).

## Performance against Controllable Budgets

- 5.4 Table 2 below provides a summary of the outturn position on the Council's General Fund Revenue Budget for 2022/23 compared to the Working Budget referred to in Table 1 above. As the table indicates, there is an overspend of £0.045m (compared to forecast overspend of £5.670m at December 2022). A more detailed analysis is provided at **Appendix 2**:-

**Table 2: Actual Performance against Controllable Budgets**

	Working Budget at 31 <sup>st</sup> Mar 2023 £000	Actual Outturn £000	Variation £000
Portfolio Budgets	134,270	136,702	2,432
Other Corporate I & E	(19,501)	(21,888)	(2,387)
<b>Net Revenue Expenditure</b>	<b>114,769</b>	<b>114,814</b>	<b>45</b>
Less Core Funding	(50,373)	(50,373)	-
Less Council Tax	(60,335)	(60,335)	-
<b>Shortfall before Reserves</b>	<b>4,061</b>	<b>4,106</b>	<b>45</b>
Change in Specific Reserves	(2,632)	(3,329)	(697)
Change in GF Balance	(1,429)	(777)	652
<b>Funding 'Gap'</b>	<b>-</b>	<b>-</b>	<b>-</b>

\*1 – See Appendix 2

## Portfolio Budgets

- 5.5 As indicated in Table 2 above, the actual outturn position on the Portfolio Budgets is an overspend of £2.432m (compared to a forecast overspend of £4.473m at 31<sup>st</sup> December 2022). An analysis of this position by Portfolio is shown in the Table 3 below:-

**Table 3: Portfolio Performance against Controllable Budgets**

	Working Budget at 31 <sup>st</sup> Mar 2023 £000	Actual Outturn £000	Variation £000
Adults Social Care and Health	59,005	56,948	(2,057)
Children, Young People and Education	35,597	38,565	2,968
Public Health, Prevention and Wellbeing	2,157	2,243	86
Environment and Operations	14,893	15,015	122
Growth and Development	4,189	5,131	942
Finance and Governance	12,618	12,353	(265)
Digital and Customer Services	6,752	6,691	(61)
Schools and Education (DSG)	(941)	(244)	697
<b>Portfolio Budgets</b>	<b>134,270</b>	<b>136,627</b>	<b>2,432</b>

\*1 – As per Portfolio Budgets in Table 1

- 5.6 The narrative below provides more details of these forecast variances.

### *Adult Social Care and Health*

- 5.7 The outturn position for Adult Social Care and Health is an underspend of £2.057m. This is summarised in the table below

**Table 4: Adult Social Care and Health – Outturn 2022/23**

	Working Budget at 31 <sup>st</sup> Mar 2023 £000	Actual Outturn £000	Variation £000
Independent Sector Other	1,040	1,166	126
Independent Sector	45,531	44,638	(893)
ASC and Social Work	2,595	2,664	69
Day Services	949	789	(160)
Independent Living	2,116	1,706	(410)
Integrated Commissioning	1,376	1,281	(95)
Mental Health	1,586	1,103	(483)
Safeguarding	841	898	57
Shared Lives	672	582	(90)
Strat Gov & Bus Support	718	505	(213)
Supporting People	1,069	1,167	98
Transport	327	245	(82)
Prevention, Neighbourhoods & Learning	420	440	20
Social Integration	189	188	(1)
Community Assets	(424)	(424)	-
<b>Adult Social Care and Health</b>	<b>59,005</b>	<b>56,948</b>	<b>(2,057)</b>

- 5.8 During the course of the year the portfolio has experienced ongoing pressures within the external commissioning budget as a result of additional demand including cost of individual packages and acuity of needs. However, the outturn position for the year is a significant underspend. Additional one-off unplanned receipts and associated budget adjustments for Continuing Health Care contributions from the ICB and adjustments to individual direct payment budgets have contributed to the underspend.
- 5.9 Furthermore, the Council has also maximised external funds including Discharge Funding of £637k which was only announced and allocated in December 2022 but has enabled some eligible winter pressures to be absorbed into the grant.
- 5.10 The final outturn position reflects £1.1 million funding carried forward into future years to meet any short term delays in implementing savings options, managing demand including winter pressures, transitions of cases from Children's, and to support review and application of staffing changes and Social work recruitment and retention.
- 5.11 The net underspend on non-commissioning budget areas is in the main due to staffing vacancies and associated recruitment and retention difficulties across the social care sector which is an issue not just locally but nationally. Review and realignment of staffing structures across teams is underway therefore any staffing savings are not anticipated to be recurring.

*Children, Young People and Education*

- 5.12 The outturn position for Children, Young People and Education is an overspend of £2.968m. This is summarised in the table below:-

**Table 5: Children, Young People and Education – Outturn 2022/23**

	Working Budget at 31 <sup>st</sup> Mar 2023 £000	Actual Outturn £000	Variation £000
Strategic Social Work	6,084	5,810	(274)
Permanence	18,852	22,573	3,721
Adolescent Services	3,716	3,181	(535)
Strategy, Policy and Performance	396	453	57
Education	3,286	3,325	39
Early Years	495	464	(31)
Directorate	2,768	2,759	(9)
<b>Children, Young People and Education</b>	<b>35,597</b>	<b>38,565</b>	<b>2,968</b>

- 5.13 As in recent previous years, the greatest demand pressure experienced by the portfolio was against the Commissioned Placements budget which returned an overspend of £3.164 million. This figure includes a 100% doubtful debt provision against £432k of potential income from Health in relation to jointly commissioned placements. Additional pressures were also seen against the SEN Transport, Adoption and Fostering budgets. These pressures were offset to a degree by underspends against the Leaving Care budget as well as a number of Education budgets.

*Public Health, Prevention and Wellbeing*

- 5.14 The outturn position for Public Health, Prevention and Wellbeing is an overspend of £86k. This is summarised in the table below:-

**Table 6: Public Health, Prevention and Wellbeing – Outturn 2022/23**

	Working Budget at 31 <sup>st</sup> Mar 2023 £000	Actual Outturn £000	Variation £000
Leisure Services	919	1,150	231
Parks and Open Spaces	33	32	(1)
Healthy Lifestyle	218	42	(176)
Public Health	52	213	161
Community Asset Management (incl CCTV)	364	318	(46)
Housing Needs	226	144	(82)
Directorate	345	344	(1)
<b>Public Health, Prevention and Wellbeing</b>	<b>2,157</b>	<b>2,243</b>	<b>86</b>

5.15 The key variances to note include:-

- As the year has progressed, Leisure Services has continued to see recovery post Covid-19, with improved membership numbers and increased customer confidence in the uptake of services. Corporate adjustments including mitigation to offset energy price increases has resulted in an outturn overspend of £54k for this area.
- Prevention, Housing Needs and Community Safety budget areas overall have underspent by £129k in the main due to additional income and salary savings.

#### *Environment and Operations*

5.16 The outturn position for Environment and Operations is an overspend of £122k. This is summarised in the table below:-

**Table 7: Environment and Operations – Outturn 2022/23**

	Working Budget at 31 <sup>st</sup> Mar 2023 £000	Actual Outturn £000	Variation £000
Corporate Property	2,889	3,150	261
Markets	1,144	1,056	(88)
Business/Enterprise Centres	(44)	53	97
Housing Services	129	110	(19)
Management Overhead	1,544	1,453	(91)
Grounds Maintenance	441	263	(178)
Neighbourhood Health	279	235	(44)
Transport	(355)	(376)	(21)
Cleansing Services	3,405	3,626	221
Parking Services	(984)	(891)	93
Waste Disposal	6,146	5,955	(191)
Public Protection Service	155	210	55
Witton Park Cafe	(46)	(19)	27
s106 Agreements (Expenditure)	190	190	-
<b>Environment and Operations</b>	<b>12,893</b>	<b>15,015</b>	<b>122</b>

5.17 The key variances to note include:-

- Previously reported pressures arising from the continuing impact of the pandemic and the emerging effects of the cost of living crisis i.e. reduced income from services such as the Witton Park Cafe, Taxi Licensing and Car Parks, have largely been offset at year end through savings on waste disposal, management accounts, and grounds maintenance.
- The pressures on Cleansing services arose from increases in fuel costs and a shortfall on Trade Waste income.

#### *Growth and Development*

5.18 The outturn position for Growth and Development is an overspend of £0.942m. This is summarised in the table below:-

**Table 8: Growth and Development – Outturn 2022/23**

	Working Budget at 31 <sup>st</sup> Mar 2023 £000	Actual Outturn £000	Variation £000
Corporate Property	(1,111)	(611)	500
Commercial Investment/Tenanted Estate	(1,061)	(1,426)	(365)
Highways Maintenance	3,611	4,225	614
Strategic Transport/Co-ordination	2,354	2,419	65
Directorate/Growth Team	2,277	2,287	10
Building Control	228	207	(21)
Development Control/Planning	(405)	(35)	370
Town Centre Regeneration	72	64	(8)
RPL Office Accommodation	77	77	-
Parks and Open Spaces	(54)	(58)	(4)
Halls and Entertainment	298	64	(234)
Library Services	1,369	1,344	(25)
Museum Services	385	422	37
Arts Services	24	27	3
s106 Agreements (Income)	(3,875)	(3,875)	-
<b>Growth and Development</b>	<b>4,189</b>	<b>5,131</b>	<b>942</b>

5.19 The key variances to note include:-

- As with other areas, the impact of the Covid-19 pandemic and the cost of living crisis continue to have a significant impact on the Council's income streams. Indeed, income has still to return to pre-pandemic levels. Services impacted include the Mall, and the Mall Car Park;
- Increasing energy costs on Street Lights and Traffic Signals represent almost half of the forecast overspend on the Highways budgets;
- The pressure on the Development Control Service of £370k represents a shortfall in income. The pipeline of developments generated by the Growth team continue across the Borough

but the timing of major planning applications and therefore receipt of significant income can impact on in year forecasts.

- Savings on the Council's tenanted property estate and across Halls and Facilities offset the pressures to an extent. Quarter 3 monitoring forecast an overspend of £1.373m and actual outturn is £949k overspent.

#### *Finance and Governance*

5.20 The outturn position for Finance and Governance is an underspend of £265k. This is summarised in the table below:-

**Table 9: Finance and Governance – Outturn 2022/23**

	Working Budget at 31 <sup>st</sup> Mar 2023 £000	Actual Outturn £000	Variation £000
Financial Support Services	4,923	4,750	(173)
Democratic Services	1,269	1,209	(60)
Legal Support Services	1,931	1,999	68
Chief Executive, Policy and Support	841	786	(55)
Human Resources and Training	2,659	2,524	(135)
Other Non Distributable Costs	995	1,085	90
<b>Finance and Governance</b>	<b>12,618</b>	<b>12,353</b>	<b>(265)</b>

5.21 The key variances to note are:-

- Underspends on Financial Support Services and Human Resources are in part due to vacancy management;
- The overspend on the Legal Support Services is mainly due to additional Childcare Legal Costs.

#### *Digital and Customer Services*

5.22 The outturn position for Digital and Customer Services is an underspend of £61k. This is summarised in the table below:-

**Table 10: Digital and Customer Services – Forecast Outturn 2022/23**

	Working Budget at 31 <sup>st</sup> Mar 2023 £000	Actual Outturn £000	Variation £000
Coroners Services	308	308	-
IT Management and Governance	6,444	6,383	(61)
<b>Digital and Customer Services</b>	<b>6,752</b>	<b>6,691</b>	<b>(61)</b>

5.23 The underspend on the IT Management and Governance Service primarily reflects the impact of vacancy management in the service.

### *Schools and Education (DSG)*

- 5.24 The outturn for the Schools and Education (DSG) portfolio is an overspend of £697k. This represents the reduction in School reserves at closure of financial year 22/23. Schools and Education funding from DSG is monitored by the Schools Forum and reports are considered on a regular basis.

### ***Other Corporate Income and Expenditure Budgets***

- 5.25 The outturn position for Other Corporate Income and Expenditure Budgets is an underspend of £2.387m. This is summarised in the table below

**Table 11: Other Corporate Income and Expenditure Budgets – Outturn 2022/23**

	<b>Working Budget at 31<sup>st</sup> Mar 2023 £000</b>	<b>Actual Outturn £000</b>	<b>Variation £000</b>
RCCO	2,989	2,989	-
School Contribution to Capital	(333)	(333)	-
Contingencies	836	836	-
<i>Debt Charges</i>			
Interest and Investment Income	(25)	(1,314)	(1,289)
Debt interest payable	12,590	11,723	(867)
MRP	6,422	6,191	(231)
Other Non-Ringfenced Grants	(42,172)	(42,172)	-
Town and Parish Council Precepts	192	192	-
<b>Other Corporate Income and Expenditure</b>	<b>(19,501)</b>	<b>(21,888)</b>	<b>(2,387)</b>

- 5.26 The key variances to note (as previously reported) are:-

- Savings of £2.387m have been achieved on the Council's Debt Charges (including additional income from investments). This is primarily due to the graduated increase in interest rates during the year combined with higher than expected cash balances leading to increased investment income.

### **Savings Agreed for 2022/23 – Progress on Implementation**

- 5.27 As part of the approved budget for 2022/23, the Council agreed a range of savings proposals. Delivery of the savings is fundamental to a sustainable budget. The table below highlights the outturn position with the implementation of the savings agreed (the impact of savings not being achieved is picked up in the variations reported in each of the Portfolios referred to above).

**Table 12: Achievement of Savings Agreed for 2022/23**

	Working Budget at 30 <sup>th</sup> Sept 2022 £000	Forecast Outturn £000	Variation £000
Adult Social Care and Health	750	750	-
Children, Young People and Education	320	54	(266)
Environment and Operations	205	205	-
Digital and Customer Services	100	100	-
Finance and Governance	690	690	-
<b>Total Savings</b>	<b>2,065</b>	<b>1,799</b>	<b>(266)</b>

5.28 The monitoring of the implementation of savings will continue to be a feature of subsequent quarterly monitoring reports.

### **Reserves and Balances**

#### *General Fund Unallocated Reserves*

5.29 The table below details the movements on Unallocated Reserves:

**Table 13: General Fund Unallocated Reserves Movements 2022/23**

Summary of Movement	£000
<b>Balance on Unallocated General Fund Reserves at 31<sup>st</sup> December 2022</b>	<b>7,718</b>
Additional Non-Ring-fenced Grants Received	467
Savings on Meridian Creditors Review	366
Savings on "Ring-fenced" Budgets:	
- Non-Distributed Costs (Former Employee Pension Costs)	89
Net Savings in Respect of Interest and Debt Repayment Costs	2,387
Overspend on Contingencies	(2,048)
Costs of Council Tax for Care Leavers	(5)
Increased Cost of Vehicle Insurance	(30)
Increased Costs for MVSS Staff	(75)
Utilise prior year underspend on PFI codes to part fund affordability gap	(13)
Increased Costs of "Ring-fenced" Budgets:	
- Increase in Net Cost of Housing Benefits	(162)
- Coroners Service	(13)
- Flood Defence Levy	(5)
Net Overspends Across Portfolios	(1,735)
<b>Balance on Unallocated General Fund Reserves at 31<sup>st</sup> March 2023</b>	<b>6,941</b>

#### *Earmarked Reserves*

5.30 Taking account of the adjustments highlighted in **Appendix 3**, the level of Earmarked Reserves held for discretionary use by the Council at 31<sup>st</sup> March 2023 will be £55.469 million compared with a balance of £56.420 million as at 31<sup>st</sup> March 2022.



**Table 14: Earmarked Reserves Movements 2022/23**

Summary of Movement	£000
<b>Balance on Earmarked Reserves at 31<sup>st</sup> December 2022</b>	<b>40,134</b>
2021/22 Audit Adjustments – See note below	1,421
<b>Revised Balance on Earmarked Reserves at 31<sup>st</sup> December 2022</b>	<b>41,555</b>
Transfer Developers' Contributions into the S106 Reserve	2,491
Transfer Capital Finance back into Earmarked Reserve – Due to Slippage of Capital Expenditure into 2023/24	851
Funding to be Carried Forward into 2023/24 (see <b>Appendices 1 and 3</b> )	10,742
Utilise Support for Future Redundancy Costs Reserve	(170)
<b>Balance on Earmarked Reserves at 31<sup>st</sup> March 2023</b>	<b>55,469</b>

- 5.31 During the audit of the 2021/22 accounts it was identified that some grants which had been treated as an agency arrangement should have been credited to revenue cost centres. The impact of this adjustment is to increase the net underspend in the 2021/22 outturn and therefore increase the amount passed through to reserves at 31<sup>st</sup> March 2022. This therefore has an impact on the opening position for the 2022/23 year, which is reflected in the table above.

### **Collection Fund**

#### *Business Rates*

- 5.32 The outturn position for the Business Rates Collection Fund is a surplus carried forward in 2023/24 of £2.882 million, comprising:

**Table 15: Business Rates Collection Fund – Outturn 2022/23**

Summary of Movement	Outturn £000
Business Rates Surplus Brought Forward from 2021/22	3,235
Deficit for the Year	(353)
<b>Surplus Carried Forward as at 31<sup>st</sup> March 2023</b>	<b>2,882</b>
<b>Distribution of Surplus Carried Forward</b>	
Central Government	1,441
Lancashire Combined Fire Authority	29
Blackburn with Darwen Borough Council	1,412
<b>Total Surplus Carried Forward</b>	<b>2,882</b>

- 5.33 The Council's share of the surplus carried forward is £1.412 million, which has been reflected within the 2023/24 budget and Medium Term Financial Plan (MTFP) for 2023-26.

#### *Council Tax*

- 5.34 The outturn position for the Council Tax Collection Fund is a surplus carried forward in 2023/24 of £0.939 million, comprising:

**Table 16: Council Tax Collection Fund – Outturn 2022/23**

<b>Summary of Movement</b>	<b>Outturn £000</b>
Council Tax Surplus Brought Forward from 2021/22	128
Surplus for the Year	811
<b>Surplus Carried Forward as at 31<sup>st</sup> March 2023</b>	<b>939</b>
<b>Distribution of Surplus Carried Forward</b>	
Lancashire Police and Crime Commissioner	109
Lancashire Combined Fire Authority	36
Blackburn with Darwen Borough Council	794
<b>Total Surplus Carried Forward</b>	<b>939</b>

5.35 The Council's share of the surplus carried forward is £0.794 million, which has been reflected within the 2023/24 budget and Medium Term Financial Plan (MTFP) for 2023-26.

## **6. POLICY IMPLICATIONS**

6.1 There are no policy implications arising directly from this report.

## **7. FINANCIAL IMPLICATIONS**

7.1 The financial implications are as given in the report.

## **8. LEGAL IMPLICATIONS**

8.1 There are no legal implications arising directly from the contents of this report.

## **9. RESOURCE IMPLICATIONS**

9.1 There are no other resources implications arising from the contents of this report.

## **10. EQUALITY AND HEALTH IMPLICATIONS**

10.1 There are no equality and health implications arising from the contents of this report.

## **11. CONSULTATIONS**

11.1 None arising from the contents of this report.

## **12. STATEMENT OF COMPLIANCE**

12.1 None arising from the contents of this report.

## **Appendices**

Appendix 1 – Portfolio Cash Limit Adjustments as at 31<sup>st</sup> March 2023

Appendix 2 – Summary General Fund Revenue Account – Outturn Position at 31<sup>st</sup> March 2023

Appendix 3 – Earmarked Reserves and General Fund Balance – Position as at 31<sup>st</sup> March 2023

<b>VERSION:</b>	1
<b>CONTACT OFFICER:</b>	Denise Park / Simon Ross
<b>DATE:</b>	June 2023
<b>BACKGROUND PAPERS:</b>	None

SCHEDULE OF BUDGET ADJUSTMENTS REQUESTED - QUARTER 4 OUTTURN - 2022/23

	Adults Social Care & Health	Public Health, Prevention & Wellbeing	Children, Young People & Education	Environment & Operations	Growth & Development	Digital & Customer Services	Finance & Governance	Schools & Education (DSG)	TOTAL
	£	£	£	£	£	£	£	£	£
<b>Controllable Budgets as at 31 December 2022 (approved at Executive Board February 2023)</b>	<b>61,000,270</b>	<b>3,533,468</b>	<b>35,699,916</b>	<b>13,871,531</b>	<b>6,437,834</b>	<b>6,464,370</b>	<b>13,466,592</b>	<b>(941,000)</b>	<b>139,532,981</b>
<b>Transfers between portfolios</b>									
Budget transfer relating to executive support	6,708	6,708	6,016			(19,432)			0
Budget transfer relating to museum roof costs		(7,200)			7,200				0
									0
<b>Other transfers (to)/from earmarked reserves</b>									
Budget increase for costs of Early Retirement / Voluntary Redundancy	11,024	9,929	32,422	13,962	47,568	10,250	44,428		169,583
Better Care Fund	(1,139,100)								(1,139,100)
Transfer to Commissioning Demand Reserve	(1,100,000)								(1,100,000)
Transfer to Market Sustainability and Fair Cost of Care Reserve	(60,000)								(60,000)
Transfer from Community Support Unit Reserve	5,482								5,482
Transfer from CCTV Hub Reserve		5,758							5,758
Transfer from Schools Improvement (SSIF) Reserve			75,614						75,614
Transfer to YOT Partnership Reserve			(51,283)						(51,283)
Transfer to Supporting Families Reserve			(248,603)						(248,603)
Transfer to Virtual School Reserve			(197,446)						(197,446)
Transfer to Safeguarding Partnership Reserve			(52)						(52)
Utilise S106 Contribution - Land South of 21 Fernhurst Street				501					501
Developers Contributions (S106 income) received in year					(2,491,890)				(2,491,890)
Utilise S106 Contributions -					30,000				30,000
Transfer from Winter Maintenance Reserve					147,601				147,601
Transfer from Joint Building Control Reserve					127,387				127,387
Transfer to Blackburn Building Control Reserve					(41,903)				(41,903)
Transfer from One Public Estate Reserve					218,799				218,799
Transfer from Local Plan Reserve					19,456				19,456
Transfer to Arts Acquisition Reserve					(5,943)				(5,943)
Transfer from Turton Charity Reserve					6,710				6,710
Transfer to Budget Support Reserve							(993,714)		(993,714)
Transfer to Welfare and Council Tax Reforms Reserve							(221,941)		(221,941)
									0
<b>Transfers (to)/from unallocated reserves</b>									
Ringfenced accounts:									0
Benefit award payments							142,875		142,875
Benefit overpayment provision							19,364		19,364
Coroners						12,899			12,899
Flood Defence Levy							4,642		4,642
Non Distributed costs							(89,455)		(89,455)
Utilise prior year underspend on PFI codes to part fund affordability gap			12,919						12,919
Council tax leaving care									5,596
Vehicle insurance shortfall				30,579					30,579

SCHEDULE OF BUDGET ADJUSTMENTS REQUESTED - QUARTER 4 OUTTURN - 2022/23

	Adults Social Care & Health	Public Health, Prevention & Wellbeing	Children, Young People & Education	Environment & Operations	Growth & Development	Digital & Customer Services	Finance & Governance	Schools & Education (DSG)	TOTAL
MVSS fitters and market supplement and call out				75,000					75,000
Meridian creditors review							(365,861)		(365,861)
									0
<b>Transfers (to)/from contingency</b>									
Apprentice Levy	62,771	26,600	82,853	39,880	33,575	22,806	28,396		296,881
Corporate funding for apprentices							469,119		469,119
2022/23 Back pay adjustment	653,916	220,331	838,250	458,360	347,870	257,720	349,000		3,125,447
Energy Costs	48,747	264,676	113,067	453,997	480,931	152,339	681		1,514,438
Market Sustainability and Fair Funding budget	516,000								516,000
									0
<b>Underspends arising from unspent grants and contributions</b>									
Homes for Ukraine	(404,419)								(404,419)
Multiply Grant	(20,131)								(20,131)
Programme Management	(133,076)								(133,076)
More Positive Together (MPT) Funding	(51,066)								(51,066)
More Positive Together (MPT) - Steps	(13,220)								(13,220)
Supporting Families	(88,010)								(88,010)
Locality/Community Fund	(6,745)								(6,745)
Personal Social Services Grant	(153,889)								(153,889)
DHSC Capacity and Productivity Grant	(130,000)								(130,000)
Public Health England Grant to Earmarked Reserve		(1,137,235)							(1,137,235)
Fitness for Life		(40,000)							(40,000)
Dovetail		(11,707)							(11,707)
RR Pathway		(112,444)							(112,444)
Afghan Scheme		(66,112)							(66,112)
Asylum Dispersal		(485,250)							(485,250)
Family Hub			(577,349)						(577,349)
Youth Investment Fund			(108,855)						(108,855)
Innovation Funding			(47,075)						(47,075)
DSL Grant			(17,313)						(17,313)
Safer Streets			(22,100)						(22,100)
Land Charge				(2,900)					(2,900)
Public Health Grant				(2,800)					(2,800)
DEFRA Grant				(3,800)					(3,800)
Commuted Sum Lakeland Gardens				(32,400)					(32,400)
Roe Lee - Levelling Up Grant				(9,211)					(9,211)
White Lining Funding					(86,197)				(86,197)
Active Travel Fund					(7,111)				(7,111)
Local Transport Authority Capacity Grant					(104,796)				(104,796)
Biodiversity Net Gain Grant					(26,807)				(26,807)
Active Travel Capacity Fund					(38,215)				(38,215)
Arts Council England					(9,443)				(9,443)

SCHEDULE OF BUDGET ADJUSTMENTS REQUESTED - QUARTER 4 OUTTURN - 2022/23

	Adults Social Care & Health	Public Health, Prevention & Wellbeing	Children, Young People & Education	Environment & Operations	Growth & Development	Digital & Customer Services	Finance & Governance	Schools & Education (DSG)	TOTAL
Shared Prosperity Fund					(265,234)				(265,234)
Climate Change					(116,426)				(116,426)
Bus Service Improvement Plan					(414,465)				(414,465)
S278 Contributions					(37,070)				(37,070)
LEVI Capability Fund					(64,800)				(64,800)
Museum and Arts Project					4,544				4,544
Museum and Schools Grant					(10,275)				(10,275)
Cyber Resilience Fund						(150,000)			(150,000)
DLUHC User Research Funding						(16,716)			(16,716)
DLUHC Transparency Code New Burdens						(13,071)			(13,071)
NHS Funding for LPRES Integration with Mosaic						10,721			10,721
HMLR Funding						20,200			20,200
Covid Reserve							(236,367)		(236,367)
									0
<b>Other budget adjustments</b>									
RCCO - Vernon Street Neighbourhood Intervention Fund		(50,000)							(50,000)
									0
<b>Other budget adjustments</b>									
									0
<b>Revised Controllable Budget as at 31st March 2023</b>	<b>59,005,262</b>	<b>2,157,522</b>	<b>35,596,577</b>	<b>14,892,699</b>	<b>4,188,900</b>	<b>6,752,086</b>	<b>12,617,759</b>	<b>(941,000)</b>	<b>134,269,805</b>

## Corporate Budget Monitoring - Quarter 4

	Quarter 3 Budget 2022/23 £000	Variations £000	Quarter 4 Budget 2022/23 £000	Outturn £000	Variation £000
Adult Social Care & Health	61,000	(1,995)	59,005	56,948	(2,057)
Public Health, Prevention and Wellbeing	3,534	(1,377)	2,157	2,243	86
Children, Young People and Education	35,700	(103)	35,597	38,565	2,968
Environment and Operations	13,871	1,022	14,893	15,015	122
Growth and Development	6,438	(2,249)	4,189	5,131	942
Digital and Customer Services	6,464	288	6,752	6,691	(61)
Finance and Governance	13,467	(849)	12,618	12,353	(265)
Schools and Education DSG	(941)	-	(941)	(244)	697
<b>Net Cost of Services</b>	<b>139,533</b>	<b>(5,263)</b>	<b>134,270</b>	<b>136,702</b>	<b>2,432</b>
Corporate Income and Expenditure					
RCCO	3,819	(830)	2,989	2,989	-
School Contribution to Capital	(333)	-	(333)	(333)	-
Contingencies	4,711	(3,875)	836	836	-
<i>Debt Charges</i>					
<i>Interest and Investment Income</i>	(25)	-	(25)	(1,314)	(1,289)
<i>Debt interest payable</i>	12,590	-	12,590	11,723	(867)
MRP	6,422	-	6,422	6,191	(231)
Other Non-Ringfenced Grants	(39,785)	(2,387)	(42,172)	(42,172)	-
Town and Parish Council Precepts	192	-	192	192	-
<b>Net Revenue Expenditure</b>	<b>127,124</b>	<b>(12,355)</b>	<b>114,769</b>	<b>114,814</b>	<b>45</b>
Contribution to/(from) Reserves	(16,416)	13,784	(2,632)	(3,329)	(697)
General Fund Working Balance	-	(1,429)	(1,429)	(777)	652
<b>Net Expenditure</b>	<b>110,708</b>	<b>-</b>	<b>110,708</b>	<b>110,708</b>	<b>-</b>
Business Rates - Top Up Grant	(24,275)	-	(24,275)	(24,275)	-
Retained Business Rates	(18,185)	-	(18,185)	(18,185)	-
Revenue Support Grant	(14,016)	-	(14,016)	(14,016)	-
Collection Fund - NNDR (Surplus)/Deficit	6,858	-	6,858	6,858	-
Collection Fund - Council Tax (Surplus)/Deficit	(755)	-	(755)	(755)	-
Council Tax Income	(60,335)	-	(60,335)	(60,335)	-
<b>Total Income</b>	<b>(110,708)</b>	<b>-</b>	<b>(110,708)</b>	<b>(110,708)</b>	<b>-</b>

## DETAILS OF GENERAL FUND EARMARKED RESERVES FOR USE BY THE COUNCIL

	Balance at 31 December 2022 Quarter 3 2022/23 - As reported to Exec Board Feb £000	Adjustments to Reserves at 31/03/2022 Resulting from External Audit £000	Revised Balance at 31 December 2022 £000	Requested Transfers to/(from) earmarked reserves in Qtr 4			Balance at 31 March 2023 Quarter 4 - Outturn 2022/23 £000
				Portfolio carry over requests £000	Other transfers to reserves £000	Other transfers (from) reserves £000	
Welfare, council tax and business rates reforms							
Welfare and council tax reforms	1,492	129	1,621	223	36		1,880
Section 31 Grant - Compensation for lost Business Rates income	3,191		3,191		3,679	(1,760)	5,110
Investment in assets and infrastructure							
Office Accommodation and property improvements	889		889			(301)	588
Highways winter maintenance	551		551			(147)	404
Support for the Local Plan	73		73			(19)	54
Flood Defence	77		77				77
St John's Reinstatement	3,090		3,090		153		3,243
Support for Other Resources and Transformation projects							
Legal Advice Reserve	105		105				105
Partnerships & Transformation	78		78				78
Insurance risk investment fund	43		43				43
Brexit Preparation Funding	149		149				149
Support for People Services							
Schools Improvement (SSIF)	517		517			(31)	486
Supporting Families / Targetted Youth Support	224		224		248		472
Youth Justice	306		306		51		357
Music Services	117		117				117
Disabled Facilities Grants	289		289				289
Future Demand Pressures	1,799		1,799		3,160		4,959
Better Care Fund	316		316		1,139		1,455
Support for Place Services							
Investment to support business rates growth	520		520				520
Place Shaping Investment Reserve	400		400				400
Contingent sums to support future downsizing and transformation programmes							
Support for future redundancy costs	1,836		1,836			(169)	1,667
Support for part year effect of future savings plans	1,187		1,187				1,187
Digital Transformation	870		870		1,000	(28)	1,842
Transition to the Cloud	447		447				447
Response and Recovery Reserve	2,500		2,500				2,500
Budget Support Reserve	3,679		3,679		994		4,673
Invest to Save Reserve	4,566		4,566		6		4,572
Amounts b/fwd from previous year(s) in respect of unspent grants and contributions							
Transformation Challenge Award	64		64				64
SEN / SEND Reform Grant /SEND Prep for Empl	25		25				25
Transforming Lives	37		37				37
One Public Estate grant	474		474			(219)	255
Electoral Grant	57		57				57
DCLG Transparency Code New Burdens	13		13				13
Adult PSS - Local Reform and Community Voices	108		108				108
Adult PSS - War Pensions Disregard	30		30				30
Flexible Homelessness Support Grant (FHSG)	68		68				68
Social Integration funding	185		185				185
Section 278 contributions	-		-	37			37
NHS Funding for LPRES integration with Mosaic and spine mini services	29		29			(10)	19
COVID-19 Funding from MHCLG	3,970	1,292	5,262	236		(3,000)	2,498
Combined Authority Grant	48		48				48
Burdens Fund monies	3		3				3
Custom build Grant	15		15				15
Museum & Arts Project	20		20			(5)	15
Museum & Schools Grant	52		52		10		62
Social Prescribing Link Workers Monies	11		11				11
Community Champion Funding	85		85				85
Virtual School Grant	96		96		197		293
Clinically Extremely Vulnerable COVID Funding	290		290				290
Supported Families Funding	152		152				152



## DETAILS OF GENERAL FUND EARMARKED RESERVES FOR USE BY THE COUNCIL

	Balance at 31 December 2022	Adjustments to Reserves at 31/03/2022 Resulting from External Audit	Revised Balance at 31 December 2022	Requested Transfers to/(from) earmarked reserves in Qtr 4			Balance at 31 March 2023
	Quarter 3 2022/23 - As reported to Exec Board Feb			Portfolio carry over requests	Other transfers to reserves	Other transfers (from) reserves	Quarter 4 - Outturn 2022/23
	£000	£000	£000	£000	£000	£000	£000
Amounts c/fwd to future year(s) in respect of unspent grants and contributions							
Unspent Public Health funding	-		-	1,137			1,137
Arts Regeneration	26		26				26
Community Development Management	10		10				10
Safer Streets Fund - CCTV monitoring & Maintenance	60		60	22			82
HMLR Funding	20		20			(20)	-
Cyber Resilience Fund	-		-	150			150
DLUHC User Research Funding	-		-	17			17
Active Travel Fund	-		-	7			7
Arts Council England	-		-	9			9
Shared Prosperity Fund	-		-	265			265
Climate Change	-		-	117			117
Bus Service Improvement Plan	-		-	415			415
Public Health Funding - Business Compliance	-		-	3			3
DEFRA Grant - Business Compliance	-		-	4			4
Roe Lee - Levelling Up Funds	-		-	9			9
Family Hub	-		-	577			577
Youth Investment Fund	-		-	109			109
Innovation Funding	-		-	47			47
DSL Grant	-		-	17			17
Homes for Ukraine	-		-	404			404
Multiply Grant	-		-	20			20
Programme Management	-		-	133			133
More Positive Together (MPT) Funding	-		-	51			51
More Positive Together (MPT) - Steps	-		-	13			13
Supporting Families	-		-	88			88
Locality/Community Fund	-		-	7			7
PSS Grant	-		-	154			154
DHSC Capacity and Productivity Grant	-		-	130			130
Fitness for Life Grant	-		-	40			40
Dovetail	-		-	12			12
RR Pathway	-		-	113			113
Afghan Scheme	-		-	66			66
Asylum Dispersal	-		-	485			485
DLUHC Transparency Code New Burdens	-		-	13			13
DFT Local Transport Authority Capacity grant	-		-	105			105
DEFRA Biodiversity net gain grant	-		-	27			27
Active Travel Capability Fund	-		-	38			38
LEVI Capability Fund	-		-	65			65
Amounts committed in future year budgets/MTFS							
Budget carry over for implementation of Concerto (Property system)	20		20				20
Budget carry over for Intack Depot driveway	10		10				10
CCTV Hub carry forward	163		163			(14)	149
Development Investment Fund (Capital)	1		1				1
Strengthening Communities Volunteering in Lancashire (SCVL)	109		109				109
Community Support Unit - request to carry forward specific budget underspends	77		77			(5)	72
Community Hygiene - request carry forward income from Land Charges	-		-	3			3
Landscaped Areas - Commuted sum Lakeside Gardens	-		-	32			32
Funding for Care Quality Commission (CQC) Inspection	600		600				600
White Lining - request to carry forward specific budget underspends	-		-	86			86
Reserves held for specified purposes							
Developers Contributions (S106 Income)	2,614		2,614		3,439		6,053
Future Maintenance of Wainwright Bridge	27		27				27
Future Maintenance of Witton Park 3G Pitches	175		175				175
Leisure Equipment Pay-back	90		90				90
Future remediation costs in respect of former landfill sites	400		400				400
Highways claims anticipated for years up to current year but not yet received	300		300				300
Art Acquisitions Fund	19		19		6		25
W. Ferrier Bequest (for museum re Kathleen Ferrier)	20		20				20
Allowance for contingent liabilities (e.g. MMI)	250		250				250
Blackburn Building Control Account	-		-		38		38
<b>TOTAL EARMARKED RESERVES FOR DISCRETIONARY USE</b>	<b>40,134</b>	<b>1,421</b>	<b>41,555</b>	<b>5,486</b>	<b>14,156</b>	<b>(5,728)</b>	<b>55,469</b>
<b>'Other Earmarked' Reserves</b>							
Reserves held in respect of joint arrangements and charitable bodies							
Darwen Market Traders Association	2		2				2
Joint Building Control Account	124		124			(124)	-
Turton Tower Charity	81		81			(7)	74
LSCB Safeguarding Partners Fund	41		41				41
Reserves held in relation to schools							
Dedicated Schools Grant - Surplus	4,247		4,247			(26)	4,221
LMS Schools Balances	8,139		8,139			(671)	7,468
<b>TOTAL 'OTHER EARMARKED' RESERVES</b>	<b>12,634</b>	<b>-</b>	<b>12,634</b>	<b>-</b>	<b>-</b>	<b>(828)</b>	<b>11,806</b>
<b>TOTAL EARMARKED RESERVES</b>	<b>52,768</b>	<b>1,421</b>	<b>54,189</b>	<b>5,486</b>	<b>14,156</b>	<b>(6,556)</b>	<b>67,275</b>
<b>UNALLOCATED RESERVES</b>	<b>7,718</b>	<b>-</b>	<b>7,718</b>	<b>-</b>	<b>3,310</b>	<b>(4,087)</b>	<b>6,941</b>

## EXECUTIVE BOARD DECISION



**REPORT OF:** Executive Member for Finance and Governance

**LEAD OFFICERS:** Chief Executive

**DATE:** 6<sup>th</sup> July 2023

**PORTFOLIO/S AFFECTED:** All

**WARD/S AFFECTED:** All

**KEY DECISION:** YES  NO

**SUBJECT: CORPORATE CAPITAL BUDGET AND BALANCE SHEET MONITORING REPORT 2022/23 – Quarter 4 as at 31<sup>st</sup> March 2023**

### 1. EXECUTIVE SUMMARY

To report the overall financial position of the Council in respect of the capital programme as at 31<sup>st</sup> March 2023, highlighting key issues and explaining variations at the year-end with regard to scheme under/overspends and slippage since the last report to the Executive Board in February 2023.

### 2. RECOMMENDATIONS

The Executive Board is asked;

- to approve the revised capital programme as per Appendix 1,
- to approve the variations to the programme shown in Appendix 2,

### 3. BACKGROUND

All portfolios are required to examine their capital budget position on a monthly basis.

### 4. KEY ISSUES & RISKS

- a) The total cost of the Council's capital investment programme for 2022/23 has now decreased from £28.606 million, as approved by Executive Board on 9<sup>th</sup> February 2023, to £15.602 million at 31<sup>st</sup> March 2023. The net variation of £13.004 million (detailed in Appendix 2) reflects;
- budget increases of £0.050 million made to reflect the approval of schemes during the fourth quarter of the year,
  - a further budget increase of £0.050 million for costs transferred from the revenue budget,
  - further variations during the final quarter of the year, for which approval is requested (£0.223 million),
  - net underspends on completed schemes of £0.115m
  - slippage and re-profiling of budgets during the final quarter of the year (£13.212 million).
- b) Capital receipts of £4.419 million were received during 2022/23, which were used to support the Minimum Revenue Provision. This compares with the forecast reported to the Executive Board in February of £4.833 million.

## 5. POLICY IMPLICATIONS

The information contained within the report accords with the Capital Strategy and the three-year budget forecast within the Medium Term Financial Strategy 2022/25, as approved at Finance Council on 28<sup>th</sup> February 2022.

## 6. FINANCIAL IMPLICATIONS

### 6.1 CAPITAL PROGRAMME

The variations in actual spend and resource availability for 2022/23 are summarised by portfolio in Appendix 1. Variations in spending are set out in Appendix 2. The capital programme for 2022/23 has decreased by £13.004 million in the final quarter of the year. The main points to note are as follows:

#### 6.1.1 New Approved Capital Schemes

Several capital schemes (new schemes and amendments to existing schemes) were approved in the final quarter of 2022/23 and have now been added to the capital programme as follows:

Scheme	Amount 2022/23 £	Amount Future Years £	Approved By	Date Approved
<b>Children's and Education</b>				
Creation of new Special School Places	-	£3,700,000	Executive Board	09-Feb-23
Creation of New Secondary School Places	-	£1,249,700	Executive Board	09-Mar-23
<b>Growth and Development</b>				
Local Transport Plan 23-24	£50,000	£8,410,121	Executive Board	09-Mar-23
<b>Total</b>	<b>£50,000</b>	<b>£13,359,821</b>		

Of the total 2023/24 Local Transport Plan funding of £8.410 million, £50,000 relating to the Bus Service Improvement Fund has been spent in 2022/23, and is reflected in the figures in Appendices 1 and 2.

#### 6.1.2 Adults and Prevention Services

##### Disabled Facilities Grant and Telecare Project

At the Executive Board in February 2023, approval was sought to reprofile £1.192 million on the Disabled Facilities Grant scheme and £40,000 on the Telecare Project scheme into 2023/24. Activity on these schemes has been greater than anticipated in the final quarter, and approval is now sought to reprofile amounts of £0.106 million and £6,000 respectively back into 2022/23 to fund the actual expenditure for the year.

##### CCTV Hub Upgrade

Additional costs totalling £8,000 have been incurred on this scheme, and will be financed by a revenue contribution from the CCTV earmarked reserve.

##### Rough Sleeper Accommodation Programme

Approval is requested to carry forward funding of £0.169 million in respect of the Rough Sleeper Accommodation Programme grant, to be used in future years.

### Safer Streets Fund

This project is funded annually by a grant from central government, and additional costs of £4,000 were incurred in 2022/23. Permission has been granted by the grant awarder to use £4,000 of the 2023/24 grant to cover the shortfall, and the budget has been increased accordingly.

### **6.1.3 Children's Young People & Education**

#### Disabled Facilities Grant

Re-profiling of the Disabled Facilities Grant budgets has been necessary, it is therefore requested that £80,000 be slipped into 2023/24 for future spend on this scheme.

#### ICT Schemes

Approval is requested to carry forward £36,000 and £45,000 respectively in respect of the Free School Meals and new Liquid Logic modules to cover future spend on these schemes.

#### Schools Capital Schemes

Unallocated schools capital grant allocations are held in an overarching Capital Allocation Fund within the capital programme until bids against this have been approved. At the end of each financial year, amounts are transferred in and out of the Capital Allocation Fund in respect of schemes that have underspent or overspent respectively. A balance of £5.773 million remains unallocated at the end of financial year 2022/23 to be carried forward and utilised in 2023/24 and beyond.

A project management fee totalling £50,000 is charged to individual school schemes at the end of each financial year, and budget has been apportioned across the relevant schemes accordingly.

Further slippage relating to ongoing schemes within the schools capital programme is as follows:

<b>Scheme</b>	<b>Slippage Requested £'000</b>
Lammack Extension	(173)
Longshaw Nursery Relocation	56
Shadsworth Infants Extension and Remodel	135
Roe Lee Roofing, Upstandings & Windows	11
Roe Lee Repairs to Service Road, Ext Areas & Auto Gates	13
Stansfeld Centre / St Thomas Centre Refurbishment	30
Newfield Roof Repairs	30
Brookhouse MUGA Pitch Repairs	11
Lammack Security Fencing & Electronic Gates	22
Meadowhead Junior Replace Floor Covering to Hall	(11)
Shadsworth Juniors Send Works DDA Compliance	6
St Michael with St John Roofing Works	15
Other Schemes – slippage < £5k	38
<b>Total Slippage</b>	<b>183</b>

#### Family Hubs Transformation

In January 2023 the Council was awarded funding through the Family Hubs and Start for Life programme, to support the creation of a network of family hubs, improving access to a wide range of integrated support services for families with children aged 0–19. The total capital funding awarded is up to £152,350, of which £47,000 has been Page 106/23.

### 6.1.4 Environmental Services

Approval is requested to carry forward a total of £0.767 million across the schemes outlined below, in order for works to be completed in 2023/24.

<b>Scheme</b>	<b>Slippage Requested £'000</b>
Land Remediation Scheme	104
Blakewater Car Park	230
Prayer Shelter at Pleasington Cemetery	83
Children's Play Area Witton Park	350
<b>Total Slippage</b>	<b>767</b>

### 6.1.5 Public Health and Wellbeing

The capital schemes for replacement gym equipment shown in Appendix 2 were both completed in financial year 2021/22. The underspends showing in 2022/23 relate to an over-accrual of final costs at the end of each project.

### 6.1.6 Growth and Development

#### Growth Team Housing Schemes

A previously approved contribution of £50,000 from the Housing Needs reserve was applied to the Neighbourhood Intervention Fund during the final quarter of 2022/23. At the Executive Board in February 2023, approval was sought to reprofile £1.613 million on this scheme into 2023/24. However, activity has been slightly more than anticipated during the final quarter, and approval is now sought to reprofile £30,000 back into 2022/23 to fund the actual expenditure for the year.

In addition, approval is sought to slip the following Growth Team Housing Scheme allocations into 2023/24, as these are ongoing:

<b>Scheme</b>	<b>Slippage Requested £'000</b>
Development Investment Fund	13
Land Release Fund	8
<b>Total Slippage</b>	<b>21</b>

#### Assistance to Industry

A request is made to slip the £31,000 that remains unutilised at 31<sup>st</sup> March 2023 for the consideration and approval of grant requests in 2023/24.

#### Blakey Moor

Approval is requested to re-profile a further £580,000 into 2023/24 as the scheme was still ongoing at the end of March 2023.

## Local Transport Plan

Variations to the Local Transport Plan budget are listed in the table below:

<b>Variations Due to Slippage</b>	<b>£'000</b>
Department for Transport grant to be used in 2023/24	(1,307)
S106 Contributions to be used in 2023/24	(1,412)
<b>Total Slippage</b>	<b>(2,719)</b>

## Jubilee Square

The £17,000 budget available for this scheme in 2022/23 consists of funding from the Department for Transport (DfT), however, the expenditure during the year is not eligible to be allocated against this grant. This has resulted in a scheme overspend of £16,000 for the year, and a request is made to re-profile the DfT funding into 2023/24, to cover future eligible works to be undertaken on Jubilee Square.

## Drainage Schemes

The following Drainage Schemes completed during the year, reporting underspends as shown below:

<b>Scheme</b>	<b>Underspend £'000</b>
Waterfall Study	92
Corporation Park Drainage	5
Aqueduct Road Drainage	25
<b>Total Reported Underspends</b>	<b>122</b>

During the final quarter of 2022/23, £1,000 and £36,000 of funding from The Environment Agency was allocated to the Hope Street and Natural Flood Management Drainage Schemes respectively.

Approval is sought to slip the following Drainage Scheme allocations, as these schemes are all ongoing:

<b>Scheme</b>	<b>Slippage Requested £'000</b>
Brecon Road Drainage	37
Quick Win Fund (Hope Street)	9
Natural Flood Management	36
<b>Total Slippage</b>	<b>82</b>

## Affordable Warmth Grants

A request is made to slip the £6,000 that remains unutilised at 31<sup>st</sup> March 2023 for the consideration and approval of grant requests in 2023/24.

## Darwen Tower

Additional costs of £10,000 were incurred during 2022/23, and approval is sought to transfer funding from the Corporate Property Investment budget to cover these.

## Darwen Towns Fund

A request is made to slip the remaining budget of £226,000 into 2023/24, as the scheme was ongoing at year-end.

### Carbon Management Plan

During the final quarter of the year, a transfer of £63,000 was made from the Carbon Management Plan scheme to the Public Sector Decarbonisation Scheme, to cover the expenditure for the year on the latter. A request is made to slip the remaining budget of £4,000 into 2023/24.

### St Johns Church Refurbishment

A request is made to slip the remaining budget of £53,000 into 2023/24, as the scheme was ongoing at year-end.

### UK Prosperity Fund

The UK Shared Prosperity Fund (UKSPF) is part of the Government's Levelling Up agenda, and seeks to support delivery of the following key Levelling Up objectives:

- Boost productivity, pay, jobs and living standards by growing the private sector, especially in those places where they are lagging.
- Spread opportunities and improve public services, especially in those places where they are weakest.
- Restore a sense of community, local pride and belonging, especially in those places where they have been lost.
- Empower local leaders and communities, especially in those places lacking local agency.

The primary goal of the UKSPF is to build pride in place and increase life chances across the UK.

As part of the scheme, the Council has been awarded £1.581 million of capital funding over the next three years. The allocation for 2022/23 was £72,000, of which £13,000 has been spent. Approval is sought to slip the remaining £59,000 into 2023/24.

### Bus Service Improvement Fund

The Local Transport Plan budget for 2023/24 that was approved by Executive Board on 9<sup>th</sup> March 2023 included £2.013 million relating to the Bus Service Improvement Fund (BSIF). £50,000 of the funding was spent in 2022/23, apportioned across a number of BSIF schemes, and will be deducted from the available budget in 2023/24.

### St Bede's Multi Use Games Area (MUGA)

A previously approved capital receipts contribution of £56,000 was applied to the St Bede's MUGA scheme during the final quarter of 2022/23 to cover costs incurred during the year.

### Blackburn Museum and Art Gallery Roof Replacement

A request is made to slip the remaining budget of £65,000 into 2023/24, as the scheme was ongoing at year-end.

### 6.1.7 Digital and Customer Services

Approval is sought to slip the following amounts on ICT schemes, as these are all ongoing:

<b>Scheme</b>	<b>Slippage Requested £'000</b>
Finance System	18
Core Infrastructure Programme	30
Legal Services Case Management System	3
Digital Customer Portal	19
Round Management System	3
Replacement HR and Payroll System	(41)
Microsoft 365 and Unified Comms	22
Transition to the Cloud	5
Digital Customer Portal (Phase 2)	13
Core Network Upgrade	(28)
Intranet/iTrent	(7)
<b>Total Slippage and Variations</b>	<b>37</b>

#### Variations

Small variations relating to ICT schemes that completed during financial year 2022/23 are as follows. The total variance has been transferred back to the Corporate ICT budget.

<b>Scheme</b>	<b>Variation £</b>
Corporate Website	1,400
Microsoft Licence Agreement Server and Database	600
Implementation Liquidlogic Group Work Module	(1,000)
<b>Total Reported Variance</b>	<b>1,000</b>

### 6.1.8 Finance and Governance

#### Corporate Accommodation Strategy Phase 2

At the Executive Board in February 2023, approval was sought to reprofile £0.831 million on the Corporate Accommodation Strategy scheme into 2023/24. However, activity has been slightly more than anticipated during the final quarter, and approval is now sought to reprofile £3,000 back into 2022/23 to fund the actual expenditure for the year.

#### Darwen Town Hall Reroofing and Mill Hill Community Centre Roof

Additional costs of £11,000 and £3,000 respectively were incurred during 2022/23 on these schemes, and approval is sought to transfer funding from the Corporate Property Investment budget to cover these.

#### Treescaping Fund

This scheme was ongoing at the end of March 2023, and it is therefore requested that the unspent budget of £20,000 be re-profiled into 2023/24 for the continuing work in respect of this scheme.



## **6.1.9 Earmarked and Contingent Schemes**

### Corporate ICT Earmarked Scheme

£8,000 was added to the Corporate ICT Scheme during the final quarter of the year, relating to funding that had previously been earmarked for reablement, but was no longer required.

Approval is sought to slip the remaining budget of £37,000 on this Earmarked Scheme allocation from the 2022/23 programme to meet costs in future years.

### Corporate Property Investment Earmarked Scheme

Approval is sought to slip the remaining budget of £0.826 million on this Earmarked Scheme allocation from the 2022/23 programme to meet costs in future years.

### Vehicles Earmarked Scheme

Approval is requested to slip the remaining budget of £1.521 million on this Earmarked Scheme allocation from the 2022/23 programme to meet the costs of the vehicle replacement programme in future years. The vehicles purchased in 2022/23, and any purchased in subsequent years, will be considered for sale and leaseback as part of a leasing tender process.

## **6.2 CAPITAL RECEIPTS**

Actual capital receipts at the end of March 2023 were £4.419 million, compared with the £4.833 million forecast reported to the Executive Board in February. All of these receipts will be utilised in support of the Minimum Revenue Provision.

## **6.3 BALANCE SHEET POSITION**

### **6.3.1 Overview**

Good balance sheet management assists in the effective use and control over the Council's assets and liabilities. Key assets comprise the Council's tangible fixed assets, debtors, investments and bank balances. Key liabilities include long and short-term borrowing, creditors and reserves.

### **6.3.2 Non-current Assets**

Tangible non-current assets include property, plant and equipment held by the Council for use in the production or supply of goods and services, for rental to others or for administrative purposes. Property assets are the responsibility of the Finance and Governance portfolio. One fifth of all assets are re-valued every year, and annual reviews are undertaken to establish whether any impairment or other adjustments need to be applied. New assets and enhancements to existing assets are managed by way of the capital programme.

### **6.3.3 Borrowing and Investments**

Long-term borrowing requirements flow from the capital programme. Regular dialogue and meetings take place between the Director of Finance, their staff and the Council's independent treasury consultants Arlingclose, and options for optimising borrowing requirements are actively reviewed.

No long-term borrowing has been taken this year.

The Council's surplus cash balances are managed on a day-to-day basis in line with the Treasury Management Strategy approved by Finance Council. The Council spreads its investment risk over a number of institutions and has limits on how much can be invested in any one institution and for how long. The list of approved institutions is kept under regular review by the Treasury Management Group in conjunction with information from the Council's treasury consultants.

More detail on the Treasury Management performance during 2022/23 and the outturn position for the year is included in the Treasury Management Outturn report, also on the agenda for this meeting.

### Interest and Debt Repayments Revenue Budget

	Original Budget £	Forecast at Quarter 3 £	Movement Quarter 4 £	Year-End Outturn £
Interest and investment income	(25,000)	(937,000)	(378,000)	(1,315,000)
Debt interest payable	12,590,000	11,720,000	3,000	11,723,000
MRP	6,422,000	6,261,000	(71,000)	6,190,000
<b>Total</b>	<b>18,987,000</b>	<b>17,044,000</b>	<b>(310,000)</b>	<b>16,598,000</b>

The current borrowing and investment position is as follows:

	Amounts at 31/03/2022 £000	Amounts at 31/03/2023 £000
Short term borrowing	20,000	0
Long term borrowing	141,790	138,002
Transferred debt re Local Government Reorganisation	13,039	12,632
Recognition of debt re PFI arrangements	59,744	57,527
<b>TOTAL BORROWING</b>	<b>234,573</b>	<b>208,161</b>
Investments made by the Council	42,170	50,817

The totals include the debt recognised on the balance sheet as a result of accounting adjustments in respect of bringing the BSF school buildings in to use, which are financed through PFI arrangements. These adjustments are made to ensure that the Council's effective control over, and use of, these assets is recognised with corresponding adjustments to the debt. These changes do not add to the costs faced by the Council Tax payer as the actual capital costs for these schools form part of the ongoing stream of payments made to the PFI contractor (which are in turn largely offset by PFI grant funding from the Government).

### 6.3.4 Debtors

The Council has a corporate debt policy, as well as other specific policies for the management of debt in the key areas of council tax, business rates and housing benefit overpayments. The table below summarises the collection performance of the various debts and the total outstanding debt in the respective areas at 31st March 2023. The table also shows the corresponding level of debt at the same point in the last financial year.

	Position at 31/03/2022	Position at 31/03/2023
<b>Council tax</b>		
Current year balance (£000)	3,975	3,377
Previous year arrears (£000)	11,334	12,303
<b>Total Council tax balances</b>	<b>15,309</b>	<b>15,680</b>
Collection rates	94.8%	95.8%
<b>Business rates</b>		
Current year balance (£000)	883	951
Previous year arrears (£000)	2,723	1,692
<b>Total Business rates balances</b>	<b>3,606</b>	<b>2,643</b>
Collection rates	97.8%	97.8%
<b>Housing Benefit</b>		
Overpayments balances (£000)	2,383	2,151

#### Council Tax

The collection rate is broadly in line with expectations.

### 7. LEGAL IMPLICATIONS

The Council has a duty to ensure it can deliver a balanced budget. The Local Government Act 2003 imposes a duty on an authority to monitor its budgets during the year and consider what action to take if a potential deterioration is identified.

### 8. RESOURCE IMPLICATIONS

None.

### 9. EQUALITY AND HEALTH IMPLICATIONS

Please select one of the options below. Where appropriate please include the hyperlink to the EIA.

Option 1  Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2  In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. (*insert EIA link here*)

Option 3  In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. *(insert EIA attachment)*

#### 10. CONSULTATIONS

None

#### 11. STATEMENT OF COMPLIANCE

The recommendations are made further to advice from the Monitoring Officer and the Interim Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

#### 12. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded in the Summary of Decisions published on the day following the meeting.

<b>VERSION:</b>	<b>V1.0</b>
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<b>CONTACT OFFICER:</b>	<b>Jenny Bradley (Ext 267681) Simon Ross (Ext 585569)</b>
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<b>DATE:</b>	June 2023
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<b>BACKGROUND PAPER:</b>	N/A
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## Overall Capital Monitoring 2022/23

	Current Year 2022/23							
	Budget Approved by Finance Council on 28 Feb 2022 £ 000	Revised 2022/23 Budget at Q3 2022/23 £ 000	Virement / New Scheme Approvals £ 000	Revised Budget at Outturn £ 000	Actual Spend to Date £ 000	Variance before Slippage £ 000	Slippage £ 000	Variance After Slippage £ 000
<b>Costs</b>								
Adults and Prevention Services	2,890	2,803	4	2,807	2,758	(49)	(57)	8
Children, Young People and Education	6,827	9,335	47	9,382	3,265	(6,117)	(6,117)	-
Environmental Services	609	1,099	-	1,099	332	(767)	(767)	-
Public Health and Wellbeing	-	-	-	-	(17)	(17)	-	(17)
Growth and Development	17,092	11,251	212	11,463	7,524	(3,939)	(3,833)	(106)
Digital and Customer Services	2,623	932	(2)	930	893	(37)	(37)	-
Finance and Governance	900	755	77	832	815	(17)	(17)	-
<b>Portfolios Total</b>	<b>30,941</b>	<b>26,175</b>	<b>338</b>	<b>26,513</b>	<b>15,570</b>	<b>(10,943)</b>	<b>(10,828)</b>	<b>(115)</b>
Earmarked Schemes	3,250	2,431	(15)	2,416	32	(2,384)	(2,384)	-
Contingent Schemes	1,500	-	-	-	-	-	-	-
<b>Total Spend</b>	<b>35,691</b>	<b>28,606</b>	<b>323</b>	<b>28,929</b>	<b>15,602</b>	<b>(13,327)</b>	<b>(13,212)</b>	<b>(115)</b>
<b>Financing</b>								
Department for Education	3,353	8,101	(515)	7,586	1,629	(5,957)	(5,957)	-
Department for Transport	-	4,965	1,462	6,427	3,693	(2,734)	(2,734)	-
Disabled Facilities Grant	3,413	2,121	-	2,121	2,293	172	172	-
Department for Levelling Up, Housing and Communities	7,295	1,617	72	1,689	1,227	(462)	(462)	-
Department for Business, Energy and Industrial Strategy	-	565	-	565	565	-	-	-
Environment Agency	-	385	37	422	218	(204)	(82)	(122)
Heritage Lottery	1,099	147	-	147	307	160	160	-
Forrestry Commission	-	85	-	85	65	(20)	(20)	-
Arts Council	-	-	-	-	-	-	-	-
Home Office	-	381	4	385	385	-	-	-
<b>Total Grants</b>	<b>15,160</b>	<b>18,367</b>	<b>1,060</b>	<b>19,427</b>	<b>10,382</b>	<b>(9,045)</b>	<b>(8,923)</b>	<b>(122)</b>
External Contributions	202	196	-	196	56	(140)	(140)	-
Revenue Contributions	6,351	3,819	(578)	3,241	2,989	(252)	(260)	8
Unsupported Borrowing	13,978	6,224	(159)	6,065	2,175	(3,890)	(3,889)	(1)
<b>Total Financing</b>	<b>35,691</b>	<b>28,606</b>	<b>323</b>	<b>28,929</b>	<b>15,602</b>	<b>(13,327)</b>	<b>(13,212)</b>	<b>(115)</b>

2025

## Scheme Variations to 2022/23 Capital Programme

				Current Year 2022/23					
	Budget Approved by Finance Council on 28 Feb 2022 £ 000	Revised 2022/23 Budget at Q3 2022/23 £ 000	Virement / New Scheme Approvals £ 000	Revised Budget at Outturn £ 000	Actual Spend to Date £ 000	Variance before Slippage £ 000	Slippage £000	Variance After Slippage £ 000	
<b>Adults and Prevention Services</b>									
Disabled Facilities Grant	2,650	1,701		1,701	1,807	106	106	-	
Telecare Project	240	240		240	246	6	6	-	
Safer Streets Fund	-	-		-	-	-	-	-	
CCTV Hub Upgrade	-	43		43	51	8		8	
Rough Sleeping Accommodation Programme	-	438		438	269	(169)	(169)	-	
Safer Streets Fund 4		381	4	385	385	-		-	
	<b>2,890</b>	<b>2,803</b>	<b>4</b>	<b>2,807</b>	<b>2,758</b>	<b>(49)</b>	<b>(57)</b>	<b>8</b>	
<b>Children, Young People &amp; Education</b>									
Disabled Facilities Grant	663	320		320	240	(80)	(80)	-	
Two Year Old Grant	-	-		-	-	-	-	-	
Education - Free School Meals Module	36	36		36	-	(36)	(36)	-	
Liquid Logic - New Data Production	-	45		45	-	(45)	(45)	-	
<b>Schools capital programme</b>									
Capital allocations	1,116	5,477	296	5,773	-	(5,773)	(5,773)	-	
St Barnabas & St Pauls	135	-		-	-	-	-	-	
Audley Infants & Juniors Heating System		-		-	-	-	-	-	
Roe Lee Park Ventilation & New Flooring		-		-	-	-	-	-	
Avondale Kitchen		30	(21)	9	9	-	-	-	
Shadsworth Infants - Heating	247	247	17	264	264	-	-	-	
St Cuthberts SEND		6		6	6	-	-	-	
Meadowhead Infants External Works		-		-	-	-	-	-	
BCHS/Crosshill SEN		42	5	47	47	-	-	-	
Lammack Extension	1,550	1,220		1,220	1,393	173	173	-	
Darwen - Additional School Places	1,500	-		-	-	-	-	-	
Longshaw Nursery Relocation	500	553		553	497	(56)	(56)	-	
Lower Darwen Disability Access Adaptations		26	(24)	2	2	-	-	-	
Brunel Nursery External Fencing		14	(7)	7	7	-	-	-	
Feniscowles Disability Access Adaptations		69	(69)	-	-	-	-	-	
Shadsworth Infants Extension and Remodel	200	472		472	337	(135)	(135)	-	
Ashleigh Heating and Ventilation	26	-		-	-	-	-	-	
Ashworth Nursery Perimeter Fencing	15	20	(1)	19	19	-	-	-	
Audley infants (Nursery) Upgrade Fire Alarm	19	29	4	33	33	-	-	-	
Audley Infants Resurfacing Pathways	15	23	3	26	26	-	-	-	
Audley Infants Replacement of Fascias & Soffits	41	-		-	-	-	-	-	
Audley Inf & Jnr Replace windows & upstands to lean to roof	45	-		-	-	-	-	-	
Avondale Resurface Playground	105	15		15	17	2	2	-	
Belmont Replace Fire Alarm System	23	30	(3)	27	27	-	-	-	
Brookhouse Primary (Nursery) Replace Roof System	56	-		-	-	-	-	-	
Brookhouse Primary Replace Boilers	30	-		-	5	5	5	-	
Intack Primary Replacement of External Doors	13	18	(6)	12	12	-	-	-	
Longshaw Juniors Replace Fire Alarm System	30	-		-	-	-	-	-	
Lower Darwen Primary Heating Scheme	158	210	(43)	167	167	-	-	-	
Roe Lee Roofing, Upstandings & Windows	146	15		15	4	(11)	(11)	-	

## Scheme Variations to 2022/23 Capital Programme

	Current Year 2022/23							
	Budget Approved by Finance Council on 28 Feb 2022	Revised 2022/23 Budget at Q3 2022/23	Virement / New Scheme Approvals	Revised Budget at Outturn	Actual Spend to Date	Variance before Slippage	Slippage	Variance After Slippage
	£ 000	£ 000	£ 000	£ 000	£ 000	£ 000	£000	£ 000
Roe Lee Repairs to Service Road, Ext Areas & Auto Gates	78	15		15	2	(13)	(13)	-
Shadsworth Juniors Replacement of Boilers	30	-		-	-	-	-	-
Turton & Edgworth Upgrade Fire Alarm	23	30	2	32	32	-	-	-
Meadowhead Infants Drainage Installations	15	20		20	18	(2)	(2)	-
Lower Darwen Primary Sch Partial Replace Fire Alarm System	12	16	(16)	-	-	-	-	-
Stansfeld Centre / St Thomas Centre Refurbishment		30		30	-	(30)	(30)	-
Newfield Roof Repairs		30		30	-	(30)	(30)	-
Brookhouse MUGA Pitch Repairs		20		20	9	(11)	(11)	-
Belmont Primary Boiler Replacement		-		-	-	-	-	-
Longshaw Juniors Replacement of Water Main		25		25	23	(2)	(2)	-
Contingency		87	(87)	-	-	-	-	-
Project Management Fee		50	(50)	-	-	-	-	-
Audley Infant Culvert Works		2		2	-	(2)	(2)	-
Audley Infant Dining Room Floor/gas meter/boiler		3		3	-	(3)	(3)	-
Audley Junior Ventilation & Heating works		1		1	-	(1)	(1)	-
Avondale Rebuild Steps		1		1	-	(1)	(1)	-
Belmont Reslate Roof inc Lead work to valleys & bell tower		3		3	-	(3)	(3)	-
Brookhouse Upgrade Lighting		4		4	-	(4)	(4)	-
Brookhouse Kitchen Upgrade		5		5	-	(5)	(5)	-
Brookhouse Replace Windows & Doors		1		1	-	(1)	(1)	-
Daisyfield Replace External Doors		2		2	-	(2)	(2)	-
Daisyfield SEND Works DDA Compliance		3		3	-	(3)	(3)	-
Feniscowles Juniors Upgrade Windows		3		3	7	4	4	-
Lammack Security Fencing & Electronic Gates		22		22	-	(22)	(22)	-
Lammack Resurface Playground		4		4	-	(4)	(4)	-
Lower Darwen Send Works DDA Compliance		4		4	-	(4)	(4)	-
Lower Darwen Fire Risk Assessment Works		2		2	-	(2)	(2)	-
Lower Darwen Perimeter Fencing Repair/Replace		1		1	-	(1)	(1)	-
Meadowhead Infant Replace External Rubber Flooring		1		1	-	(1)	(1)	-
Meadowhead Junior Replace Floor Covering to Hall		2		2	13	11	11	-
Meadowhead Junior Replace doors & RollerShutters		1		1	2	1	1	-
Meadowhead Junior External Path Works		5		5	-	(5)	(5)	-
Meadowhead Junior Fire Risk Assessment Ceiling Works		2		2	-	(2)	(2)	-
Roe Lee Park Toilet Works		2		2	-	(2)	(2)	-
Shadsworth Juniors Send Works DDA Compliance		6		6	-	(6)	(6)	-
St Michael with St John Roofing Works		15		15	-	(15)	(15)	-
Family Hubs Transformation			47	47	47	-	-	-
	<b>6,827</b>	<b>9,335</b>	<b>47</b>	<b>9,382</b>	<b>3,265</b>	<b>(6,117)</b>	<b>(6,117)</b>	<b>-</b>
<b>Environmental Services</b>								
Land Remediation Scheme	104	104		104	-	(104)	(104)	-
Blakewater Car Park	230	230		230	-	(230)	(230)	-
Prayer Shelter at Pleasington Cemetery	275	415		415	332	(83)	(83)	-
Childrens Play Area Witton Park	-	350		350	-	(350)	(350)	-
	<b>609</b>	<b>1,099</b>	<b>-</b>	<b>1,099</b>	<b>332</b>	<b>(767)</b>	<b>(767)</b>	<b>-</b>

# Scheme Variations to 2022/23 Capital Programme

	Current Year 2022/23							
	Budget Approved by Finance Council on 28 Feb 2022 £ 000	Revised 2022/23 Budget at Q3 2022/23 £ 000	Virement / New Scheme Approvals £ 000	Revised Budget at Outturn £ 000	Actual Spend to Date £ 000	Variance before Slippage £ 000	Slippage £000	Variance After Slippage £ 000
<b>Public Health &amp; Wellbeing</b>								
Blackburn Leisure Centre Replacement	-	-		-	(8)	(8)		(8)
Replacement Gym Equipment	-	-		-	(9)	(9)		(9)
	-	-	-	-	(17)	(17)	-	(17)
<b>Growth &amp; Development</b>								
Bank Top and Griffin Clearance	150	-		-	-	-		-
Neighbourhood Intervention Fund	1,805	100	50	150	180	30	30	-
Equity Loans	100	-		-	-	-		-
Empty Homes Cluster	360	-		-	-	-		-
Other Acquisition costs	-	-		-	-	-		-
Development Investment Fund	500	283		283	270	(13)	(13)	-
Land Release Fund	759	79		79	71	(8)	(8)	-
Assistance to Industry	150	157		157	126	(31)	(31)	-
Blakey Moor	2,302	1,616		1,616	1,036	(580)	(580)	-
Cathedral Quarter Office Block Fit Out	-	30		30	30	-		-
Local Transport Plan	979	6,831		6,831	4,112	(2,719)	(2,719)	-
Reel Cinema and Jubilee Square	-	17		17	16	(1)	(17)	16
Bury Fold Brook	-	-		-	-	-		-
Pottery Farm Alleviation	-	-		-	-	-		-
Waterfall Study	-	123		123	31	(92)		(92)
Grimshaw Park FAS Blackburn	-	-		-	-	-		-
Brecon Road Drainage	-	66		66	29	(37)	(37)	-
Corporation Park Drainage	-	13		13	8	(5)		(5)
Aqueduct Road Drainage	-	175		175	150	(25)		(25)
Quick Win Fund (Hope Street)	-	8	1	9	-	(9)	(9)	-
Natural Flood Management	-	-	36	36	-	(36)	(36)	-
Affordable Warmth Grants	-	6		6	-	(6)	(6)	-
Darwen Tower	108	102	10	112	112	-		-
Darwen Towns Fund	6,778	1,100		1,100	874	(226)	(226)	-
Thwaites SPV	245	100		100	100	-		-
Carbon Management Plan	67	67	(63)	4	-	(4)	(4)	-
Greenfields CC and Mill Hill Juniors FC Grants	-	2		2	2	-		-
St Johns Refurbishment	450	311		311	258	(53)	(53)	-
Griffin Lodge /Coach House	200	-		-	-	-		-
St Johns Quarter	500	-		-	-	-		-
SE Blackburn (Junction 5 & Growth Corridor) Intervention Works	1,639	-		-	-	-		-
UK Prosperity Fund	-	-	72	72	13	(59)	(59)	-
Towns Moor Gyratory - BSIP	-	-	5	5	5	-		-
Accrington Road/Audley Range - BSIP	-	-	5	5	5	-		-
Bolton Rd/Aqueduct Rd - BSIP	-	-	5	5	5	-		-
Larkhill/Barbara Castle Way - BSIP	-	-	5	5	5	-		-
King Street/Montague Street - BSIP	-	-	5	5	5	-		-
Lower Audley Street/Bennington Street - BSIP	-	-	5	5	5	-		-
Yew Tree Drive/Lammack Road - BSIP	-	-	5	5	5	-		-
Audley Range/Queens Park Road - BSIP	-	-	5	5	5	-		-



# Scheme Variations to 2022/23 Capital Programme

	Current Year 2022/23							
	Budget Approved by Finance Council on 28 Feb 2022	Revised 2022/23 Budget at Q3 2022/23	Virement / New Scheme Approvals	Revised Budget at Outturn	Actual Spend to Date	Variance before Slippage	Slippage	Variance After Slippage
	£ 000	£ 000	£ 000	£ 000	£ 000	£ 000	£000	£ 000
St Pauls/Montague Street - BSIP		-	5	5	5	-		-
New Bus Stops and Upgrades - BSIP		-	5	5	5	-		-
St Bede's Muga		-	56	56	56	-		-
Blackburn Museum & Art Gallery Roof Replacement	-	65		65	-	(65)	(65)	-
	<b>17,092</b>	<b>11,251</b>	<b>212</b>	<b>11,463</b>	<b>7,524</b>	<b>(3,939)</b>	<b>(3,833)</b>	<b>(106)</b>
<b>Digital &amp; Customer Services</b>								
Corporate ICT - Finance System	20	38		38	20	(18)	(18)	-
Corporate ICT - Core Infrastructure Programme	100	65		65	35	(30)	(30)	-
Corporate ICT - Legal Services Case Management System	-	4		4	1	(3)	(3)	-
Corporate ICT - Corporate Website	26	30	(2)	28	28	-		-
Corporate ICT - Town Hall IT Infrastructure Upgrade	100	1		1	1	-		-
Corporate ICT - Digital Customer Portal	240	233		233	214	(19)	(19)	-
Corporate ICT - Round Management System	4	3		3	-	(3)	(3)	-
Corporate ICT - Microsoft Licence Agreement Server and Database	126	126	(1)	125	125	-		-
Corporate ICT - Replacement HR and Payroll System	306	120		120	161	41	41	-
Corporate ICT - Implementation Liquidlogic Group Work Module	-	11	1	12	12	-		-
Corporate ICT - Microsoft 365 and Unified Comms	570	75		75	53	(22)	(22)	-
Corporate ICT - Transition to the Cloud	112	30		30	25	(5)	(5)	-
Corporate ICT - Helpdesk for Everything	108	-		-	-	-		-
Corporate ICT - Digital Customer Portal (Phase 2)	240	90		90	77	(13)	(13)	-
Corporate ICT - Core Network Upgrade	581	51		51	79	28	28	-
Corporate ICT - Intranet/iTrent	90	10		10	17	7	7	-
ASC software transition to the Cloud		45		45	45	-		-
	<b>2,623</b>	<b>932</b>	<b>(2)</b>	<b>930</b>	<b>893</b>	<b>(37)</b>	<b>(37)</b>	<b>-</b>

2022/23

# Scheme Variations to 2022/23 Capital Programme

	Current Year 2022/23							
	Budget Approved by Finance Council on 28 Feb 2022 £ 000	Revised 2022/23 Budget at Q3 2022/23 £ 000	Virement / New Scheme Approvals £ 000	Revised Budget at Outturn £ 000	Actual Spend to Date £ 000	Variance before Slippage £ 000	Slippage £000	Variance After Slippage £ 000
<b>Finance &amp; Governance</b>								
Public Sector Decarbonisation Scheme	-	565	63	628	628	-		-
Corporate Accommodation Strategy Phase 2	850	25		25	28	3	3	-
Darwen Town Hall Reroofing	-	-	11	11	11	-		-
Witton 3G Changing Room Roof	-	-		-	-	-		-
Mill Hill Community Centre Roof	50	80	3	83	83	-		-
Treescaping Fund	-	85		85	65	(20)	(20)	-
	<b>900</b>	<b>755</b>	<b>77</b>	<b>832</b>	<b>815</b>	<b>(17)</b>	<b>(17)</b>	<b>-</b>
<b>Portfolios Total</b>	<b>30,941</b>	<b>26,175</b>	<b>338</b>	<b>26,513</b>	<b>15,570</b>	<b>(10,943)</b>	<b>(10,828)</b>	<b>(115)</b>
<b>Earmarked schemes:</b>								
Corporate ICT	-	28	9	37	-	(37)	(37)	-
Corporate Property Investment	1,950	850	(24)	826	-	(826)	(826)	-
Vehicles (funded from capital or leased)	1,300	1,553		1,553	32	(1,521)	(1,521)	-
<b>Total</b>	<b>3,250</b>	<b>2,431</b>	<b>(15)</b>	<b>2,416</b>	<b>32</b>	<b>(2,384)</b>	<b>(2,384)</b>	<b>-</b>
<b>Contingent schemes:</b>								
Asset Management Strategy	1,500	-		-	-	-		-
<b>Total</b>	<b>1,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Totals</b>	<b>35,691</b>	<b>28,606</b>	<b>323</b>	<b>28,929</b>	<b>15,602</b>	<b>(13,327)</b>	<b>(13,212)</b>	<b>(115)</b>