

Public Document Pack

Cabinet

Tuesday, 18th July, 2017
at 4.30 pm

PLEASE NOTE TIME OF MEETING

Council Chamber - Civic Centre

This meeting is open to the public

Members

Councillor Simon Letts, Leader of the Council
Councillor Mark Chaloner, Cabinet Member for Finance
Councillor Satvir Kaur, Cabinet Member for Communities,
Culture and Leisure
Councillor Jacqui Rayment, Cabinet Member for
Environment and Transport
Councillor Dave Shields, Cabinet Member for Health and
Sustainable Living
Councillor Warwick Payne, Cabinet Member for Housing
and Adult Care
Councillor Christopher Hammond, Cabinet Member for
Transformation Projects
Councillor Paul Lewzey, Cabinet Member for Children's
Social Care
Councillor Dr Darren Paffey, Cabinet Member for
Education and Skills

(QUORUM – 3)

Contacts

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BACKGROUND AND RELEVANT INFORMATION

The Role of the Executive

The Cabinet and individual Cabinet Members make executive decisions relating to services provided by the Council, except for those matters which are reserved for decision by the full Council and planning and licensing matters which are dealt with by specialist regulatory panels.

The Forward Plan

The Forward Plan is published on a monthly basis and provides details of all the key executive decisions to be made in the four month period following its publication. The Forward Plan is available on request or on the Southampton City Council website, www.southampton.gov.uk

Implementation of Decisions

Any Executive Decision may be “called-in” as part of the Council’s Overview and Scrutiny function for review and scrutiny. The relevant Overview and Scrutiny Panel may ask the Executive to reconsider a decision, but does not have the power to change the decision themselves.

Mobile Telephones – Please switch your mobile telephones to silent whilst in the meeting.

Use of Social Media

The Council supports the video or audio recording of meetings open to the public, for either live or subsequent broadcast. However, if, in the Chair’s opinion, a person filming or recording a meeting or taking photographs is interrupting proceedings or causing a disturbance, under the Council’s Standing Orders the person can be ordered to stop their activity, or to leave the meeting.

By entering the meeting room you are consenting to being recorded and to the use of those images and recordings for broadcasting and or/training purposes. The meeting may be recorded by the press or members of the public. Any person or organisation filming, recording or broadcasting any meeting of the Council is responsible for any claims or other liability resulting from them doing so. Details of the Council’s Guidance on the recording of meetings is available on the Council’s website.

The Southampton City Council Strategy (2016-2020) is a key document and sets out the four key outcomes that make up our vision.

- Southampton has strong and sustainable economic growth
- Children and young people get a good start in life

Executive Functions

The specific functions for which the Cabinet and individual Cabinet Members are responsible are contained in Part 3 of the Council’s Constitution. Copies of the Constitution are available on request or from the City Council website, www.southampton.gov.uk

Key Decisions

A Key Decision is an Executive Decision that is likely to have a significant:

- financial impact (£500,000 or more)
- impact on two or more wards
- impact on an identifiable community

Procedure / Public Representations

At the discretion of the Chair, members of the public may address the meeting on any report included on the agenda in which they have a relevant interest. Any member of the public wishing to address the meeting should advise the Democratic Support Officer (DSO) whose contact details are on the front sheet of the agenda.

Fire Procedure – In the event of a fire or other emergency, a continuous alarm will sound and you will be advised, by officers of the Council, of what action to take.

Smoking policy – The Council operates a no-smoking policy in all civic buildings.

Access – Access is available for disabled people. Please contact the Cabinet Administrator who will help to make any necessary arrangements.

Municipal Year Dates (Tuesdays)

2017	2018
20 June	16 January
18 July	13 February (Budget)
15 August	20 February
19 September	20 March
17 October	17 April
14 November	
19 December	

- People in Southampton live safe, healthy, independent lives
- Southampton is an attractive modern City, where people are proud to live and work

CONDUCT OF MEETING

TERMS OF REFERENCE

The terms of reference of the Cabinet, and its Executive Members, are set out in Part 3 of the Council's Constitution.

RULES OF PROCEDURE

The meeting is governed by the Executive Procedure Rules as set out in Part 4 of the Council's Constitution.

DISCLOSURE OF INTERESTS

Members are required to disclose, in accordance with the Members' Code of Conduct, **both** the existence **and** nature of any "Disclosable Pecuniary Interest" or "Other Interest" they may have in relation to matters for consideration on this Agenda.

DISCLOSABLE PECUNIARY INTERESTS

A Member must regard himself or herself as having a Disclosable Pecuniary Interest in any matter that they or their spouse, partner, a person they are living with as husband or wife, or a person with whom they are living as if they were a civil partner in relation to:

(i) Any employment, office, trade, profession or vocation carried on for profit or gain.

(ii) Sponsorship:

Any payment or provision of any other financial benefit (other than from Southampton City Council) made or provided within the relevant period in respect of any expense incurred by you in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

(iii) Any contract which is made between you / your spouse etc (or a body in which the you / your spouse etc has a beneficial interest) and Southampton City Council under which goods or services are to be provided or works are to be executed, and which has not been fully discharged.

(iv) Any beneficial interest in land which is within the area of Southampton.

(v) Any license (held alone or jointly with others) to occupy land in the area of Southampton for a month or longer.

(vi) Any tenancy where (to your knowledge) the landlord is Southampton City Council and the tenant is a body in which you / your spouse etc has a beneficial interests.

(vii) Any beneficial interest in securities of a body where that body (to your knowledge) has a place of business or land in the area of Southampton, and either:

- a) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body, or
- b) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you / your spouse etc has a beneficial interest that exceeds one hundredth of the total issued share capital of that class.

Other Interests

A Member must regard himself or herself as having an, 'Other Interest' in any membership of, or occupation of a position of general control or management in:

Any body to which they have been appointed or nominated by Southampton City Council

Any public authority or body exercising functions of a public nature

Any body directed to charitable purposes

Any body whose principal purpose includes the influence of public opinion or policy

Principles of Decision Making

All decisions of the Council will be made in accordance with the following principles:-

- proportionality (i.e. the action must be proportionate to the desired outcome);
- due consultation and the taking of professional advice from officers;
- respect for human rights;
- a presumption in favour of openness, accountability and transparency;
- setting out what options have been considered;
- setting out reasons for the decision; and
- clarity of aims and desired outcomes.

BUSINESS TO BE DISCUSSED

Only those items listed on the attached agenda may be considered at this meeting.

QUORUM

The minimum number of appointed Members required to be in attendance to hold the meeting is 3.

In exercising discretion, the decision maker must:

- understand the law that regulates the decision making power and gives effect to it. The decision-maker must direct itself properly in law;
- take into account all relevant matters (those matters which the law requires the authority as a matter of legal obligation to take into account);
- leave out of account irrelevant considerations;
- act for a proper purpose, exercising its powers for the public good;
- not reach a decision which no authority acting reasonably could reach, (also known as the “rationality” or “taking leave of your senses” principle);
- comply with the rule that local government finance is to be conducted on an annual basis. Save to the extent authorised by Parliament, ‘live now, pay later’ and forward funding are unlawful; and
- act with procedural propriety in accordance with the rules of fairness.

AGENDA

1 APOLOGIES

To receive any apologies.

2 DISCLOSURE OF PERSONAL AND PECUNIARY INTERESTS

In accordance with the Localism Act 2011, and the Council's Code of Conduct, Members to disclose any personal or pecuniary interests in any matter included on the agenda for this meeting.

EXECUTIVE BUSINESS

3 STATEMENT FROM THE LEADER

4 RECORD OF THE PREVIOUS DECISION MAKING (Pages 1 - 4)

Record of the decision making held on 20 June 2017, attached.

5 MATTERS REFERRED BY THE COUNCIL OR BY THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE FOR RECONSIDERATION (IF ANY)

There are no matters referred for reconsideration.

6 REPORTS FROM OVERVIEW AND SCRUTINY COMMITTEES (IF ANY)

There are no items for consideration

7 EXECUTIVE APPOINTMENTS

To deal with any executive appointments, as required.

ITEMS FOR DECISION BY CABINET

8 TRANSPORT FOR THE SOUTH EAST □ (Pages 5 - 14)

To consider the report of the Cabinet Member for Environment and Transport detailing the establishment of a Regional Transport Board and seeking approval to join jointly with Portsmouth City Council, attached.

9 ADOPTION OF SCC TRANSPORT ASSET MANAGEMENT PLAN (TAMP) □ (Pages 15 - 42)

To consider the report of the Cabinet Member for Environment and Transport detailing the implementation and governance associated with operating a Council wide TAMP, attached.

10 PROCUREMENT OF CARERS SUPPORT SERVICES □ (Pages 43 - 54)

To consider the report of the Cabinet Member for Housing and Adult Care outlining the procurement of carers support services. This procurement will be commissioning an integrated service for children, young people and adults, attached.

11 ACCEPTANCE OF ADULT SOCIAL CARE GRANT □ (Pages 55 - 60)

To consider the report of the Cabinet Member for Housing and Adult Care seeking to accept the allocation of £9.7M one-off additional Government funding over three years, for the purpose of meeting adult social care needs, reducing pressures on the NHS and stabilising the social care provider market, attached.

12 SHARED COMMISSIONING BETWEEN SOUTHAMPTON CITY COUNCIL AND SOUTHAMPTON CITY CLINICAL COMMISSIONING GROUP (Pages 61 - 80)

To consider the report of the Leader of the Council recommending further integration between health and social care in the City through the establishment of a Joint Commissioning Board, attached.

13 EXCLUSION OF THE PRESS AND PUBLIC - CONFIDENTIAL PAPERS INCLUDED IN THE FOLLOWING ITEM

To move that in accordance with the Council's Constitution, specifically the Access to Information Procedure Rules contained within the Constitution, the press and public be excluded from the meeting in respect of any consideration of the confidential appendix 1 to the following Item

Confidential appendix contains information deemed to be exempt from general publication based on Category 3 of paragraph 10.4 of the Council's Access to Information Procedure Rules. It is not in the public interest to disclose this information as the appendix contains confidential and commercially sensitive information supplied by the Service Provider.

14 HIGHWAYS CONTRACT □ (Pages 81 - 90)

To consider the report of the Cabinet Member for Environment and Transport detailing proposals to make revenue savings from the Highways contract and extend the term of the Highways contract and the associated 'Citywatch' contract, attached.

ITEMS FOR DECISION BY CABINET MEMBER

15 COMMUNITY CHEST GRANTS 2017/18 (Pages 91 - 104)

Decision by the Cabinet Member for Communities, Culture and Leisure on Round 1 awards for the Community Chest grants 2017/18, following recommendations from the cross-party Community Chest Grant Advisory Panel, attached.

Monday, 10 July 2017

Service Director, Legal and Governance

SOUTHAMPTON CITY COUNCIL
EXECUTIVE DECISION MAKING

RECORD OF THE DECISION MAKING HELD ON 20 JUNE 2017

Present:

Councillor Letts	-	Leader of the Council
Councillor Chaloner	-	Cabinet Member for Finance
Councillor Kaur	-	Cabinet Member for Communities, Culture and Leisure
Councillor Shields	-	Cabinet Member for Health and Sustainable Living
Councillor Payne	-	Cabinet Member for Housing and Adult Care
Councillor Hammond	-	Cabinet Member for Transformation Projects
Councillor Lewzey	-	Cabinet Member for Children's Social Care
Councillor Dr Paffey	-	Cabinet Member for Education and Skills

Apologies: Councillor Rayment

1. EXECUTIVE APPOINTMENTS

The Executive appointments for the 2017/18 Municipal Year were approved as set out in the revised Register with the inclusion of the following:

Community Chest Grant Advisory Panel – Councillor Kaur (Chair), Councillor Blatchford, Councillor Hecks, Councillor Laurent, Councillor McEwing and Councillor T Thomas.

2. COMBATING LONELINESS IN SOUTHAMPTON – EXECUTIVE RESPONSE

DECISION MADE: (CAB 17/18 18952)

On consideration of the report of the Cabinet Member for Health and Sustainable Living, Cabinet agreed the following:

- (i) To receive and approve the proposed responses to the recommendations of the Scrutiny Inquiry Panel, attached as Appendix 1.

3. DFT ACCESS FUND

DECISION MADE: (CAB 17/18 18793)

On consideration of the report of the Cabinet Member for Environment and Transport, Cabinet agreed the following:

- (i) To recommend that Council approve the receipt of Access Funds, totalling £2,294,000, awarded by the Department for Transport for 2017/18 through to 2019/20.
- (ii) To recommend that Council approve the addition of £816,000 to the Environment & Transport Portfolio's revenue budget for 2017/18 and to note that the remaining £1,478,000 of the Access Fund award will need to be added to the revenue budgets for 2018/19 and 2019/20.

- (iii) To recommend that Council approve the allocation of Local Transport Plan funds, totalling £300,000, from the Sustainable Travel and Integrated Transport budgets, within the approved Environment & Transport Portfolio Capital Programme, in order to match fund the grant at approximately 12.5% of the total.

4. BRITISH CYCLING PARTNERSHIP AGREEMENT 2017-2025

DECISION MADE: (CAB 17/18 18950)

On consideration of the report of the Cabinet Member for Environment and Transport, Cabinet agreed the following:

- (i) To approve the City Council entering into a new 8-year partnership with British Cycling and to contribute £50,000 per annum for the duration of the partnership to British Cycling towards services and projects delivered by the new partnership.
- (ii) To note that a contribution of £400,000 by the City Council over the lifespan of the agreement will secure a partnership that enables the delivery of the HSBC-UK City Ride mass participation event/s and associated programmes including guided rides, 'Go-Ride' youth coaching, talent development and competitive racing provided by British Cycling and HSBC-UK. It will also attract an additional ring-fenced contribution of capital investment from British Cycling towards dedicated cycling facilities in the city.
- (iii) To delegate authority to the Service Director for Growth following consultation with the Service Director: Legal & Governance to enter into a partnership with British Cycling.

5. DECOMMISSIONING AND ACQUISITION POLICIES AND THE REGENERATION OF TOWNHILL PARK

DECISION MADE: (CAB 17/18 18957)

On consideration of the report of the Leader of the Council, Cabinet agreed the following:

- (i) To approve the commencement of consultation on the proposed Draft Decommissioning of Housing Stock Policy and the Draft Acquisition and Compulsory Purchase Orders Policy.
- (ii) To approve the commencement of statutory consultation on the proposed commencement of the decommissioning of the remaining properties in Townhill Park Regeneration Scheme.
- (iii) To note that this matter will be brought back to Cabinet for any final decisions on any proposals once the consultations have taken place and all representations will be taken into account before any decisions will be made by Cabinet.
- (iv) To note that an application may have to be brought to the Secretary of State prior to implementing any proposed decommissioning programme in compliance with the Housing Act 1985.

6. ESTABLISHMENT OF A SOUTHAMPTON ENERGY SERVICES COMPANY

DECISION MADE: (CAB 17/18 18961)

On consideration of the report of the Cabinet Member for Health and Sustainable Living, Cabinet agreed the following:

- (i) To delegate authority to the Head of Capital Assets, following consultation with the Service Director: Finance and Commercialisation and the Service Director: Legal & Governance to conduct an open competition to enable the identification of a suitable licensed energy supplier with which to partner, under formal contract; and to conduct the procurement up to and including selection of preferred bidder but excluding contractual and financial close which shall be referred back to be determined by Cabinet.
- (ii) To approve the proposed white label approach to deliver energy supply regionally.
- (iii) To delegate authority to Service Director – Growth following consultation with the Service Director: Legal & Governance to develop and register the intellectual property rights in the trademarks and Branding for the energy products to be delivered through this and other related projects.
- (iv) To approve the revenue spend of £158,000 for the set up costs of the ESCo to be funded from PUSH money that is currently allocated to the Green Projects capital scheme within the Housing & Sustainability Portfolio.

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Agenda Item 8

DECISION-MAKER:	CABINET		
SUBJECT:	TRANSPORT FOR THE SOUTH EAST		
DATE OF DECISION:	18 JULY 2017		
REPORT OF:	CABINET MEMBER FOR ENVIRONMENT AND TRANSPORT		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Mike Harris	Tel: 023 8083 2882
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Director	Name:	Mike Harris	Tel: 023 8083 2882
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STATEMENT OF CONFIDENTIALITY	
None	
BRIEF SUMMARY	
Southampton City Council has been invited to join Transport for the South East (TfSE) which is the proposed Sub National Transport Body for the South East of England (SNTBSE). This report seeks to gain Cabinet approval for Southampton City Council to jointly join TfSE with Portsmouth City Council	
RECOMMENDATIONS:	
(i)	Portsmouth City Council and Southampton City Council jointly join TfSE as a single member with a single vote.
(ii)	The success of the joint arrangement should be jointly reviewed with Portsmouth City Council after a year to ensure that the interests of both cities and the wider Solent area is being represented effectively with this proposed approach
REASONS FOR REPORT RECOMMENDATIONS	
1	TfSE has the potential to be a powerful lobbying voice for the SE in regards to transport infrastructure. The Solent area has a significant infrastructure deficit which is holding back economic growth and productivity. Whilst part of the solution to this is the creation of the Solent Combined Authority, a powerful voice for the wider region on transport funding also has the potential to be a powerful asset for the area. If TfSE is effective it will enable more transport infrastructure resource to come to the region.
2	Having made a joint submission, with Southampton and the Isle of Wight, to the Secretary of State to create the Solent Mayoral Combined Authority it makes sense to jointly link on this body bearing in mind the importance of transport and infrastructure to the agenda for the proposed Solent Mayoral Combined Authority. However, the Isle of Wight have decided that they wished to be an individual member on TfSE and so on this basis it is proposed that Portsmouth and Southampton jointly join TfSE to reflect the desire of the needs of the Solent.
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	

3	Not to Join – rejected given the loss of influence over strategic transport developments
4	To Join independently – rejected, given the history of successful collaboration with Portsmouth, particularly in the transport sector, including working through Solent Transport. The scale of the TfSE projects are likely to mean that the issues are Solent based considerations. The opportunity to develop single membership can be reviewed .
DETAIL (Including consultation carried out)	
5	The South East of England is a powerful motor for national prosperity, adding more than £200 billion to the UK economy which, for example, is more than Scotland and Wales combined. Economic growth is dependent on, and underpinned by, the effectiveness of transport networks. The scale of the South East’s economy is reflected in the national and international importance of its transport network. The area includes both of the nation’s busiest airports in Heathrow and Gatwick (alongside smaller airports like Southampton), a string of major ports including Dover, Portsmouth and Southampton, many of the country’s most vital motorways and trunk roads and crucial railway links to London, the rest of Britain and to mainland Europe.
6	Within the South East (SE) region it is felt that the UK can no longer take the South East’s economic success for granted. In parts of the SE region, such as the Solent, the infrastructure deficit is actively holding back the potential contribution to economic growth. Under-investment has left the area’s infrastructure under significant pressure. Urgent investment is now needed in its road, rail and bus network to meet the pressures on growth and to ensure a system that is resilient for travellers and businesses. TfSE is part of the suggested solution to this problem acting as a strong united voice on transport issues within the South East.
7	The Cities and Local Government Devolution Act 2016 makes changes to the Transport Act 2008, creating enabling powers for a Sub National Transport Body (SNTB) to prepare a Transport Strategy. There is a clear expectation that the Transport Strategy prepared by a SNTB will contain the proposals for the promotion and encouragement of sustainable, safe, integrated, efficient and economic transport facilities and services within the area of the SNTB. The key objective underpinning the Transport Strategy should be the promotion of economic growth. The proposal to create TfSE is using these powers.
8	The TfSE initiative is led by south east local authorities including the South East Seven councils (Brighton and Hove; East Sussex; Hampshire; Kent; Medway; Surrey and West Sussex), together with the Solent area authorities (Isle of Wight; Portsmouth; and Southampton) and with the Berkshire local authorities (Bracknell Forest; Reading; Slough; West Berkshire; Windsor and Maidenhead; and Wokingham). It is expected the five Local Enterprise Partnerships (Coast to Capital; Enterprise M3; Solent; South East; and Thames Valley Berkshire) will also have representation.
9	TfSE will speak with a single voice on the area’s transport needs, priorities and investment plans. If it is successful it will directly influence the decisions of national and regional infrastructure providers and operators (for example Network Rail, Highways England, ports, airports). Investment in new infrastructure will unlock the further growth potential of the area, including in

	housing and jobs where lack of transport infrastructure has been a major barrier to further development. Directing this investment from within our own area will be the most effective way to keep us moving and growing. Within the Solent area we have particular growth ambitions and need for growth and so TfSE could help us achieve these significant strategic objectives.
10	A successful integrated transport system must be economically, socially and environmentally sustainable. This is recognised by Government. Its legislation for Sub-National Transport Bodies will move strategic planning of investment from national level to areas like the South East, to ‘those that know their economies and customers best.’ The government’s Industrial Strategy speaks of the need to: ‘build on the particular strengths of different places and address factors that hold places back.’ TfSE will mean that the South East’s priorities can influence major projects in road, rail and other types of infrastructure. TfSE would develop a single integrated transport strategy for the South East to secure investment where it is most needed and to improve services for all. This would build on existing local transport plans and align spending programmes for the area (for example from Network Rail and Highways England). Working with the South East’s travellers and businesses is vital as TfSE’s priority it to bring clear benefits to all who rely on the area’s transport network.
11	With Government agreement it is expected that TfSE will begin full operation from 2018-19. Attached as Appendix 1 is the proposed Constitution of TfSE. The cost of membership of TfSE will be £20,000 for the first year. A meeting of TfSE in the autumn will then agree future funding contributions (with match funding sought from DfT) to enable the developing work programme for TfSE to be pursued.
12	The proposed timetable for the development of TfSE is: 2017 Shadow STB established; Development of the Transport Strategy; Develop Governance arrangements and draft Proposal to Government; 2018 Finalise Governance arrangements, constitution and Proposal to Government Publish draft Transport Strategy; and Undertake Transport Strategy consultation 2019 Agreement to the Proposal by Government; Preparation by Government of the Order establishing the STB; and Parliamentary process and sign-off of the Order. Transport for the South East established (April)
13	It is proposed that the relevant portfolio holder from one authority will attend supported by the relevant officer from the other authority. Initially it is suggested that the Southampton portfolio holder will be supported by the Portsmouth officer. However, as stated above, there will be a chance for a political discussion about the issues at Solent Transport meetings. This arrangement will mean that the membership costs will be shared between the two authorities but equally that the two authorities only have 1 vote. It is suggested that this approach is reviewed in 12 months' time to check that is

	working appropriately and that the interests of the Solent and the two cities are being adequately represented through this joint arrangement with Portsmouth. This review could consider whether we would wish to maintain the current arrangements, become individual members or withdraw from TfSE. The review would need to be undertaken jointly with Portsmouth City Council.
RESOURCE IMPLICATIONS	
<u>Capital/Revenue</u>	
14	The membership cost of £20k per annum initially will be jointly shared with Portsmouth City Council. Southampton's contribution of £10k will be met from the approved Environment & Transport Portfolio revenue budget for Transport.
<u>Property/Other</u>	
15	None
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
16	s.1 Localism Act 2011 (general power of competence)
<u>Other Legal Implications:</u>	
17	Not applicable
RISK MANAGEMENT IMPLICATIONS	
18	Not applicable
POLICY FRAMEWORK IMPLICATIONS	
19	The City Council is a Local Transport Authority as prescribed in the Transport Act 2000 and the Council's relevant Policy Framework is the City of Southampton Local Transport Plan
20	The project is compatible with the objectives of the City Council Strategy, specifically the economic growth priority and the outcome of improved infrastructure, noting that this outcome can have a knock on positive impact on other priorities and outcomes.

KEY DECISION?	No	
WARDS/COMMUNITIES AFFECTED:		
<u>SUPPORTING DOCUMENTATION</u>		
Appendices		
1.	Draft Constitution	
Documents In Members' Rooms		
1.	None	
Equality Impact Assessment		
Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.		No
Privacy Impact Assessment		
Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.		No
Other Background Documents		
Other Background documents available for inspection at:		
Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)	
1.	None	

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Shadow Partnership Board Draft Constitution

TRANSPORT FOR THE SOUTH EAST (TfSE)

CONSTITUTION OF THE SHADOW SUB-NATIONAL TRANSPORT BODY (SSTB)

1. **Constituent Authorities**

The constituent authorities are the local transport authorities situated wholly or partly in the South Easterly regions of England, namely:-

Brighton & Hove City Council
East Sussex County Council
Hampshire County Council
Isle of Wight
Kent County Council
Medway Council
Portsmouth City Council
Southampton City Council
Surrey County Council
West Sussex County Council

&

Bracknell Forest Council,
Reading Council,
Slough Council,
West Berkshire Council,
Windsor and Maidenhead Council
Wokingham Council



Represented by the Berkshire Local Transport Body Partnership (BLTBP)

2. **Area of the SSTB**

The area of the SSTB is the area of the constituent authorities

3. **Name of the SSTB**

The name of the SSTB will be **Transport for the South East (TfSE)**

4. **Membership**

4.1 Each constituent authority, with the exception of those set out in paragraphs 4.2 and 4.3, will appoint one person as a member of TfSE and shall be entitled to one vote. The person appointed shall be that organisations elected mayor, chair, leader or cabinet member for transport.

4.2 Bracknell Forest Council, Reading Council, Slough Council, West Berkshire Council, Windsor and Maidenhead Council and Wokingham Council, who together compromise the BLTBP, will jointly appoint one person as a member of

TfSE, and shall be entitled to one vote between them. The person appointed shall be an elected mayor, chair, leader or cabinet member from one of the 6 authorities.

- 4.3 Portsmouth City Council and Southampton City Council will jointly appoint one person as a member of TfSE, and shall be entitled to one vote between them. The person appointed shall be an elected mayor, chair, leader or cabinet member for transport from one of the 2 authorities.
- 4.4 The constituent authorities will appoint, another of their councillors as a substitute to act as a member of the TfSE in the absence of the person appointed. Such appointments will reflect the levels of representation set out in paragraphs 4.1, 4.2 and 4.3 above.
- 4.5 There will be a presumption that decisions are normally agreed by consensus. In exceptional circumstances where consensus cannot be achieved a formal vote shall be taken. Subject to paragraph 4.6, the matter shall be decided by a simple majority of those members present and voting.
- 4.6 Notwithstanding paragraph 4.5 the following decisions will require the support of more than 75% of the members present and voting to be carried:
 - The approval and revision of TfSE's transport strategy
 - The approval of TfSE's annual budget
 - Any changes to TfSE's constitution

5. Co-opted Members

- 5.1 The SSTB can appointment persons who are not elected members of the constituent authorities to be co-opted members of TfSE
- 5.2 Persons who may be appointed as co-opted members will include:
 - (a) the person appointed by TfSE as Chair of the Transport Forum
 - (b) two people nominated collectively by the Local Enterprise Partnership's.
 - (c) A person nominated by the South Downs National Park
- 5.3 Co-opted members will be non-voting members of TfSE, except to the extent that the voting members of TfSE resolve that such members should have voting rights.
- 5.4 The LEP members may collectively agree to withdraw their representative(s) and nominate a new member or members to represent them by seeking the agreement of the Chair to include a vote to that effect on the agenda of the next meeting of the Board.

6. Election and role of Chairman and Vice-Chairman

- 6.1 The Chairman and Vice-Chairman will be elected on a simple majority of those members present and voting for a term of one year.

6.2 The first election will take place at the inaugural meeting of the Shadow Board and at the meeting scheduled nearest to the 12 month anniversary of the inaugural meeting, every year thereafter.

6.3 In the absence of the Chairman the Vice-Chairman will Chair the meeting

6.4 In the event of a tied vote, the Chairman will have a casting vote.

7. Quorum

7.1 The Quorum shall be 5 voting members of TfSE, of which two must be members appointed by constituent authorities pursuant to section 4 above.

8. Executive Arrangements

8.1 TfSE will not operate formal statutory executive arrangements

8.2 TfSE is a “local authority” for the purpose of section 101 of the Local Government Act 1972 and may delegate the discharge of its functions to a committee, sub-committee or officer, or to another local authority. As such, TfSE may establish a committee(s) to discharge any functions as are delegated to it.

8.3 The functions of agreeing a budget and the transport strategy of TfSE will **not** be delegated functions and will only be determined by a meeting of the full TfSE.

9. Executive Body

TfSE may establish an executive officer body, but may delegate the discharge of agreed functions to the officers of the Constituent Authorities in accordance with a scheme of delegation or on an ad hoc basis.

10. Scrutiny

10.1 It is proposed that TfSE arrange for the appointment of a scrutiny committee including a representative of BLTBP and one member of each of the other constituent authorities. Representatives will be nominated by the body to be represented.

10.2 The scrutiny committee appointed by TfSE may not include a member, substitute member or co-opted member of TfSE, but may include co-opted persons representative of non-constituent authorities and non-councillor representatives of passengers, road users, employers and employees.

10.3 *[The arrangements should ensure that the membership of the scrutiny committee reasonably reflects the political balance of elected members on the constituent authorities (or, in the case of combined authorities, their constituent councils) taken together.]*

10.4 The arrangements should ensure that the scrutiny committee has power:-

(a) to review and scrutinise decisions made, or other action taken, by TfSE

- (b) to make reports or recommendations with respect to the discharge of the functions of TfSE
- (c) to make reports or recommendations on transport matters that affect the area of TfSE or inhabitants of the area
- (d) to require members or officers of TfSE to attend meetings of the committee to answer questions.
- (e) to invite other persons to attend meetings of the committee

Agenda Item 9

DECISION-MAKER:	CABINET		
SUBJECT:	ADOPTION OF SCC TRANSPORT ASSET MANAGEMENT PLAN (TAMP)		
DATE OF DECISION:	18 JULY 2017		
REPORT OF:	CABINET MEMBER FOR ENVIRONMENT AND TRANSPORT		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Colin Perris	Tel: 023 8083 3541
	E-mail:	colin.perris@southampton.gov.uk	
Director	Name:	Mike Harris	Tel: 023 8083 2882
	E-mail:	mike.harris@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY

NOT APPLICABLE

BRIEF SUMMARY

Cabinet is requested to approve and implement the Council's Transport Asset Management Plan 2016-20 (TAMP). This plan was completed during 2016 following Cabinet approval of the City's Highway Infrastructure Asset Management Policy and Strategy during October 2015. By adopting the TAMP, Cabinet is agreeing to the continued highways industry best practice work by the Council and its partners to maximise value for money by investing in the most suitable way, on the most suitable assets and at the most suitable time. In this way a long term sustainable future for highway infrastructure, for transport users and for residents will be secured.

RECOMMENDATIONS:

	(i)	To approve the TAMP and so permit its operational, strategic and decision making approach of managing highways and transport related assets.
	(ii)	To implement the relevant systems and processes to maintain Southampton's highway transport network as prescribed by the TAMP.
	(iii)	To recognise the implications of the limited financial resources available to deliver the TAMP.
	(iv)	To delegate authority to Service Lead – Supplier Experience following consultation with the Cabinet Member for Environment and Transport to approve the prioritisation of schemes arising from the TAMP.

REASONS FOR REPORT RECOMMENDATIONS

1.	To ensure that the Council adopts a methodology for maintaining highways assets that will ensure that they provide the longest, most cost effective service.
2.	To follow best practice methodology as recommended by the Department for Transport through its Highways Maintenance Efficiency Programme (HMEP) and 2016 publication <i>Well Managed Highway Infrastructure: A Code of Practice</i> .
3.	The TAMP is the key highways operational document that guides delivery of commitments made under our statutory Local Transport Plan (LTP4), together with the City's Highway Infrastructure Asset Management Policy and Strategy.

4.	To facilitate better decision making by supporting engineering judgement with financial, economic and technical analysis.
5.	To improve understanding and management of the relationship between whole life cost of an asset and its ongoing performance and function.
6.	Being able to take asset investment decisions based on sound financial condition related data.
7.	To minimise expensive short-term, reactive repairs to highways assets by adopting a long-term forecasting approach to both their deterioration and enhancement.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

8.	<p>The existing Highways Asset Management Plan (HAMP) was approved in 2008 and predates the Highways Service Partnership (HSP). Government advice and industry guidance has changed significantly over the last 5 years and the Council's existing document does not reflect the current best practice approach to whole life asset management. The existing HAMP could be kept as the Council's guidance, but to do so would prevent achievement of value for money improvements in this area and not provide any consistency or reliable prioritisation of highway related investment. Furthermore, to not adopt the principles set out in the TAMP would in-turn mean we would be classed as a 'Band 1' highway authority (according to the DfT's Incentive Fund self-assessment criteria) and so consequently receive the following projected reduction in funding over coming years compared to a top performing 'Band 3' authority (which Southampton is planning to declare itself as, by the end of 2017):</p> <table border="1" data-bbox="271 1086 1500 1283"> <thead> <tr> <th></th> <th>2016-17</th> <th>2017-18</th> <th>2018-19</th> <th>2019-20</th> <th>2020-21</th> <th>Over 5 years</th> </tr> </thead> <tbody> <tr> <td>Difference between Band 3 and Band 1 funding</td> <td>£9,000</td> <td>£57,000</td> <td>£200,000</td> <td>£257,000</td> <td>£286,000</td> <td>£809,000</td> </tr> </tbody> </table>		2016-17	2017-18	2018-19	2019-20	2020-21	Over 5 years	Difference between Band 3 and Band 1 funding	£9,000	£57,000	£200,000	£257,000	£286,000	£809,000
	2016-17	2017-18	2018-19	2019-20	2020-21	Over 5 years									
Difference between Band 3 and Band 1 funding	£9,000	£57,000	£200,000	£257,000	£286,000	£809,000									

DETAIL (Including consultation carried out)

9.	<p>The TAMP is a non-statutory document that sits under the City's Local Transport Plan. It sets out the Council's approach to optimal allocation of resources for management, operation, preservation and enhancement of the highway infrastructure to meet the needs of residents, business and the travelling public. The TAMP:</p> <ul style="list-style-type: none"> • Provides a documented outcome of the asset management process. • Records and communicates the approach to asset management. • Informs relevant staff and stakeholders how different assets are managed over a period of time.
10.	<p>Asset management is a tool to identify the optimal allocation of resources for the management, operation, preservation and enhancement of, in this case, the highway infrastructure of the City. Given the importance of the highway network to the economic, social and environmental well-being of the community, the DfT continues to encourage highway authorities to develop an asset management approach to managing that network. Highway Authorities are expected to introduce and embed asset management principles in their organisations to ensure that budgets are based on clearly identified service standards and spending is need and outcome-based.</p>
11.	<p>Adopting a TAMP-based way of operating will help towards overcoming the considerable challenges associated with highway infrastructure management including dealing with severe financial constraints, managing the impact of traffic growth, handling the effects of climate change / sustainability and meeting stakeholder expectations (especially in the areas of availability of the highway and</p>

	reliability of journey times).
12.	<p>Asset management is structured around a core set of principles:</p> <ul style="list-style-type: none"> • A strategic approach. A systematic process that takes a long-term view. • Whole of life. The complete life / life-cycle of each asset is considered. • Optimisation. Maximising benefits of when to intervene by balancing competing demands. • Resource allocation. Continual /cyclical allocation based on assessed needs. • Customer focussed. An explicit consideration and engagement with customers.
13.	The TAMP has sought to pull together all elements / assets comprising the highway network and is therefore the prime management document linking roads, drainage, bridges, structures and street lighting. Ongoing development of the TAMP aspires to the culture of a finite, 'single' investment source that requires prioritisation across these and other asset groups.
14.	The Council has provided enhanced highway maintenance funding (on an ad-hoc bid basis) over the period of the HSP. This has allowed a measure of stability in the condition of highway assets, particularly carriageways and footways. However, bearing in mind the current financial situation, it is clear that the Council has not been able to fund all desired schemes and decisions will need to be taken about where to focus limited resources in the future.

RESOURCE IMPLICATIONS

Capital/Revenue

15. Current Transport Capital Programme

The current Capital Programme contains funding for Transport Schemes within the 4 year Capital programme as detailed in the table below.

	2017/18	2018/19	2019/20	2020/21	Total
	£M	£M	£M	£M	£M
Current Programme	26.22	10.86	2.22	2.12	41.42
Funding:					
Council Resources	3.11	0.09	0.10	0.00	3.30
Capital Receipts	4.12	2.87	0.00	0.00	6.99
Contributions	3.11	0.83	0.00	0.00	3.94
Grants	12.13	6.07	2.12	2.12	22.44
DRF	3.75	1.00	0.00	0.00	4.75
Total Funding	26.22	10.86	2.22	2.12	41.42

Property/Other

16. None.

LEGAL IMPLICATIONS	
Statutory power to undertake proposals in the report:	
17.	Localism Act 2011 (s.1) and Highways Act 1980. The management of the Council's highways in accordance with published policy and guidelines on repairs and maintenance is essential in defending claims arising from vehicular collisions or accidents involving both people (trips, slips and falls) and vehicles occurring on the highways network. Failing to maintain the highway to the required standards can result in increased claims against the council and / or increase in insurable and uninsurable risks and / or action for breach of statutory duty.
Other Legal Implications:	
18.	All Highways related schemes are required to be carried out in accordance with the Equalities Act 2010 and the need to ensure public infrastructure is accessible to all.
POLICY FRAMEWORK IMPLICATIONS	
19.	The TAMP links the Council priorities and wider transportation priorities within the Local Transport Plan (LTP4).
20.	The TAMP would be at the centre of all funding decisions around highways and will ensure that a comprehensive and transparent approach to the management of these assets is sustained.

KEY DECISION?	YES
WARDS/COMMUNITIES AFFECTED:	ALL
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	Southampton Highway Infrastructure Asset Management Policy 2015-17
2.	Southampton Highway Infrastructure Asset Management Strategy 2015-17
3.	Equality and Safety Impact Assessment

Documents In Members' Rooms

1.	Transport Asset Management Plan 2016-20 (TAMP)
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Equality Impact Assessment

Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.	YES
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Privacy Impact Assessment

Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.	NO
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Other Background Documents

Other Background documents available for inspection at:

Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
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SOUTHAMPTON
CITY COUNCIL

Working in partnership

Highway Infrastructure Asset Management Policy 2015 to 2017



Policy - October 2015



Highway Infrastructure Asset Management Policy 2015 to 2017



Working in partnership

Document Control

Version	Approval	Date	Officer
1.0	Cabinet	20/10/15	J Harvey



Southampton – City of opportunity where everyone thrives

Our city wide vision: prosperity for all.

“We want to build on Southampton’s unique sea city location with exceptional transport links, its strong position nationally for economic growth, excellent reputation for teaching and learning, strong business community, good regional specialist hospital, varied retail offer, night time economy, vibrant voluntary and student communities, and rich diversity and cultural mix.”

! Our highway infrastructure priorities

The role of Southampton’s highway infrastructure in creating a city of growth and opportunity where everyone thrives is important, and the council has agreed these priorities which explain how we will support its delivery.

	Prevention and early intervention	Services for all	City pride	A Sustainable Council
Focus	<ul style="list-style-type: none"> • Create safer highway infrastructure • Deliver right first time services and solutions • Stable investment for required service levels • Quality and reliable repairs and solutions 	<ul style="list-style-type: none"> • Services that reflect community need • Understand customer demands • Enabling Network Use • Support accessibility and mobility for all 	<ul style="list-style-type: none"> • Create quality places to live, work and relax • Enhance street scene • Improve neighbourhoods • Provide infrastructure to support investment 	<ul style="list-style-type: none"> • Maintain Highway Infrastructure value • Promote innovation & continual improvement • Collaborate to unlock key infrastructure • Reduce revenue costs
Outcomes	<ul style="list-style-type: none"> • Reduced accidents • Prompt repairs to defects • Improving overall condition of highways • Defined levels of service 	<ul style="list-style-type: none"> • Identified community priorities • Agile to respond • Customers well informed • Accessible highway network 	<ul style="list-style-type: none"> • Desirable locations • Well cared for areas • Well maintained highway infrastructure • Increased external investment 	<ul style="list-style-type: none"> • Maximise the return on our spend • Reduced maintenance demand • Capital investment based on “whole life” • Integrated service delivery
Measures	<ul style="list-style-type: none"> • Injury claims data • Response times • Road condition index • Number of defects repaired 	<ul style="list-style-type: none"> • People Panel engagement • Journey time reliability • Walking and cycling • Enquiry and complaint levels 	<ul style="list-style-type: none"> • Quality designs • Opinion survey data • Visitor numbers • New businesses starting 	<ul style="list-style-type: none"> • Integrated Forward Works and Annual Programmes • Funding & investment levels • Annual depreciation indexes (WGA)



Our highway infrastructure themes

These themes are specific to highway infrastructure service delivery and provide the focus for Southampton's strategic service partnerships in the short, medium and longer term.

Improved knowledge of the highway infrastructure asset

- Collaborate and share information, insight and knowledge
- Facilitate communications with stakeholders and customers
- Enable effective and informed decisions including the management of risk

Well managed infrastructure services

- Provide capacity, resources, capabilities and skills to deliver the service
- Deliver efficient, sustainable and effective infrastructure services
- Deliver services to ensure a safe, attractive and accessible network

Informed customers and stakeholders

- Maintain and improve customer focus
- Increase service performance levels and customer satisfaction
- Deliver the highest standard of customer care, maintaining best value

Enable Network Use

- Active stewardship and operation of the highway infrastructure asset
- Support and enable reliable journey times
- Responsive to the needs of all user groups



Our highway infrastructure partners

Southampton City Council has a strategic partnering approach with a number of embedded contract partnerships to deliver flexibility across the scope of operational services with:

Capita - Strategic Services Partnership (including Customer Services, IT, Procurement, Structures)
Commenced October 2007. Extended a further 5 years to September 2022

Balfour Beatty Living Places – Highways Service Partnership
Commenced October 2010 for 10 years with option of a five year extension.

Balfour Beatty Living Places – Citywatch CCTV and Intelligent Transport Systems Partnership
Commenced 2012 for 10 years

SSE Enterprise Lighting - South Coast Street Lighting Partnership (Private Finance Initiative)
Commenced April 2010 for 25 years

We also work at a sub-regional level through the Partnership for Urban South Hampshire (PUSH) and the Solent Local Enterprise Partnership (Solent LEP).

Besides the PUSH and Solent LEP partnerships, Southampton Connect brings together the private, public and community and voluntary sectors to work together in tackling the key city challenges facing Southampton and improving the quality of life for all those who live, work and visit the city.

Southampton's Highway Infrastructure partners will work closely with Southampton Connect and the key city partnerships to deliver the vision

Highway Infrastructure Asset Management Strategy 2015 to 2017



Strategy - October 2015



Highway Infrastructure Asset Management Strategy 2015 to 2017



Working in partnership

Document Control

Version	Approval	Date	Officer
1.0	Cabinet	20/10/15	J Harvey



Highway Infrastructure Asset Management Strategy 2015 to 2017



Working in partnership

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The benefits of an Asset Management approach
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National Highways and Transport (NHT) Public Satisfaction Survey
Highway Infrastructure Asset Management Strategy Review

Southampton HIAM Strategy 2015 to 2017 - v1.0 October 2015 (Approved)



1

Introduction

The importance of Highway Infrastructure to Southampton

Southampton's highway infrastructure provides an important and vital contribution in creating a city of economic growth and opportunity where everyone thrives. As well as meeting the needs of local communities and supporting the requirements of businesses, the local highway network supports a key national, regional and local transport hub. The location of Southampton at the centre of the Solent means that many trips within and across the Solent area pass through the city and its surrounding area. The City has a major international seaport, a key regional airport on its doorstep and is a major point of access to the Isle of Wight, all of which contribute to the economic health of the city. The local highway network is the most valuable publically owned asset managed by Southampton City Council. With a total replacement cost of £4.1 billion, the importance of effective and efficient management cannot be understated.

The benefits of an Asset Management approach

Asset Management is a strategic approach that seeks to optimise the value of highway infrastructure over its whole life. An effective Asset Management approach:

- facilitates better decision making by supporting engineering judgement with financial, economic and engineering analysis
- enables better understanding and management of the relationship between whole life cost and asset performance
- provides data and evidence for effective and sustainable investment and maintenance decisions

Effective long term planning and forecasting of asset performance can minimise and prevent expensive short-term repairs. Strategic asset processes ensure Southampton City Council are able to manage risk and maintain a highway environment that is safe and accessible for customers.

Asset Management Policy

The Southampton City Council Highway Infrastructure Asset Management Policy is a high level document which establishes the Council's commitment to Infrastructure Asset Management and demonstrates how this approach aligns with the Council Plan. The Policy is a stand-alone document and has been published alongside this strategy on the Council's website.

Asset Management Strategy

The Asset Management Strategy articulates the approach to efficient and effective Highway Infrastructure Asset Management and sets out how the Asset Management Policy will be delivered. It is informed by a highway asset management framework (the Highway Infrastructure Asset Management Plan), which establishes the activities and process that are necessary to develop, document, implement and continually improve highway asset management within Southampton. Aligned to the Council's objectives, this strategy seeks to follow the latest advice, including that arising from the Highway Maintenance Efficiency Programme (HMEP) led by the Department of Transport.

Southampton's City Wide Vision

The Council recognises that an asset management approach to the maintenance of the highway infrastructure will support the achievement of the Council's city wide vision: **prosperity for all**

"We want to build on Southampton's unique sea city location with exceptional transport links, its strong position nationally for economic growth, excellent reputation for teaching and learning, strong business community, good regional specialist hospital, varied retail offer, night time economy, vibrant voluntary and student communities, and rich diversity and cultural mix.

Service and Contract Delivery Approach

Southampton City Council has a strategic partnering approach with a number of embedded formal contractual partnerships to deliver flexibility across the scope of operational services with:

Capita - Strategic Services Partnership (including Customer Services, IT, Procurement, Structures)

Commenced October 2007. Extended a further 5 years to September 2022

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Commenced 2012 for 10 years

SSE Enterprise Lighting - South Coast Street Lighting Partnership (Private Finance Initiative)

Commenced April 2010 for 25 years

The services delivered via these strategic contractual partnerships have established a series of service and contract delivery objectives. The relationship between these objectives is shown in Figure 1.

Strategic and Service Delivery Objectives (Fig. 1)

Our Highway Infrastructure Objectives	Prevention and early intervention	Services for all	City pride	A Sustainable Council
	<ul style="list-style-type: none"> • Create safer highway infrastructure • Deliver right first time services and solutions • Stable investment for required service levels • Quality and reliable repairs and solutions 	<ul style="list-style-type: none"> • Services that reflect community need • Understand customer demands • Enabling Network Use • Support accessibility and mobility for all 	<ul style="list-style-type: none"> • Create quality places to live, work and relax • Enhance street scene • Improve neighbourhoods • Provide infrastructure to support investment 	<ul style="list-style-type: none"> • Maintain Highway Infrastructure value • Promote innovation & continual improvement • Collaborate to unlock key infrastructure • Reduce revenue costs
Our Highway Infrastructure Themes	Improved knowledge of the highway infrastructure	Well managed infrastructure services	Informed customers and stakeholders	Enable Network Use
	<ul style="list-style-type: none"> • Share information, insight and knowledge • Communicate with stakeholders and customers • Enable effective and informed decisions • Manage risk 	<ul style="list-style-type: none"> • Capabilities and skills to deliver the service • Efficient, sustainable and effective services • Safe, attractive and accessible network 	<ul style="list-style-type: none"> • Maintain and improve customer focus • Increase service performance and customer satisfaction • High standard of customer care • Maintain best value 	<ul style="list-style-type: none"> • Active stewardship & operation of highway infrastructure asset • Support and enable reliable journey times • Respond to the needs of all user groups
Service Partnership Priorities	Safe	Serviceable	Affordable	Accessible
	Provide a safe highway network	Ensure the serviceability of the highway network	Ensure maintenance of the highway network remains affordable	Allow the highway network to remain accessible (for all users)

2 Asset Management Framework

Our strategic framework reflects the asset management cycle, enabling a flexible approach for different contract partners across all asset groups. The Plan Do Check Act cycle aligns with the ISO55000 Asset Management Standard and the 2013 HMEP Highway Infrastructure Asset Management Guidance Document. It supports the recommendations within and UK Roads Board Code of Practices (Well-maintained Highways, Well-lit Highways, Management of Highway Structures, and Management of Electronic Traffic Equipment).

The Asset Management Framework is shown in Fig. 3 and is summarised below:

Context

The factors taken into consideration when determining the Council's approach to Highway Infrastructure Asset Management includes National and Local Transport policy, local vision, the expectations of stakeholders, and legal / financial constraints.

Planning

The key activities that are undertaken by Southampton City Council and its partners as part of the asset management planning process include:

- **Policy** – sets out the commitment to highway infrastructure asset management.
- **Strategy** – sets out how the policy will be implemented within the Asset Management Framework. It provides context for levels of service, funding and decision making for the maintenance of asset groups in the short medium and longer term, and the commitment to continuous improvement.
- **Performance** – the levels of service to be provided by Southampton's highway infrastructure services, and how performance will be measured and reported.
- **Data** – the approach to asset data and information collection and management, to enable effective decisions to be taken.
- **Lifecycle Planning** – the approach to the maintenance for each asset group, considering predicted future performance based on investment scenarios and funding levels, maintenance strategies and desired levels of service, enabling informed decisions to be taken.
- **Works Programmes** – the development of rolling forward and annual programmes of work for each asset group prioritising planned future works over time.

Plan, Do, Check, Act Cycle (Fig. 2)



Enablers

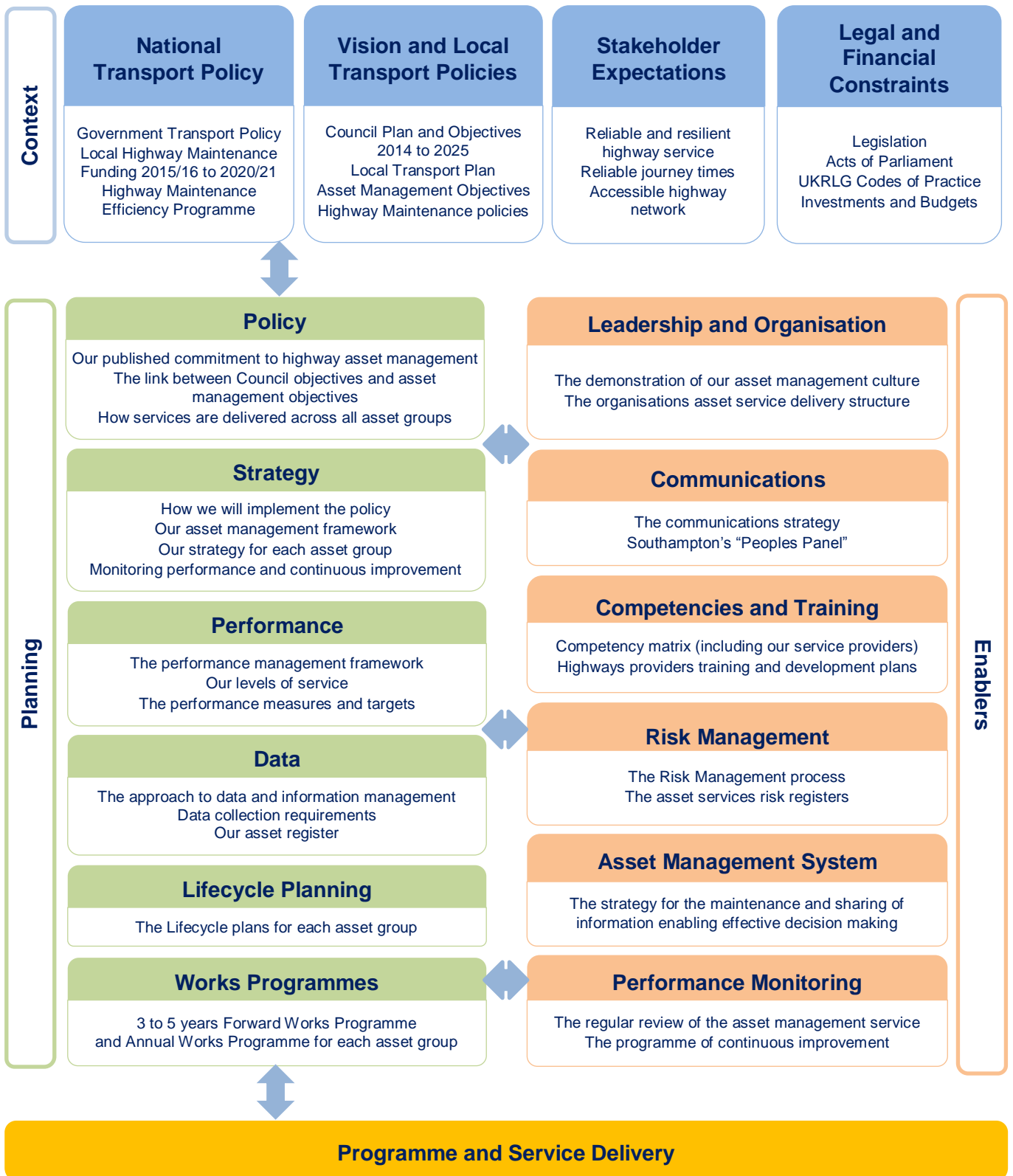
Activities that support the implementation of the Asset Management Framework enable:

- **Leadership and Organisation** – commitment to the adoption of an asset management culture.
- **Communications** – the means of effectively communicating and collaborating with stakeholders.
- **Competencies and Training** – the development of highways staff delivering the asset services.
- **Risk Management** – identifying, evaluating and managing risks.
- **Asset Management Systems** – the strategy for the use of asset systems to support the data and information required to enable asset management.
- **Performance Monitoring** – benchmarking progress, and establishing a culture of continuous improvement and innovation.

Programme and Service Delivery

The delivery of effective and efficient works programmes for individual asset groups.

Asset Management Framework (Fig. 3)



3

Highway Infrastructure Asset Groups

Highway Infrastructure Assets

This section summarises the existing highway infrastructure asset groups and their current condition. A summary of the maintenance approach for each asset type forms part of the Transport Asset Management Plan. It is important to understand the levels of service and future budgetary requirements from each asset group in order to successfully deliver a whole life asset management approach and strategy.

Summary of Highway Infrastructure Assets (Table 1)

Asset Group	Quantity	Condition & Maintenance
Carriageways (Urban)	587 km (4,141,224 sqm)	Approximately 6 % of the Principal and Non-Principal road network, and 18% of the Unclassified road network is identified as requiring maintenance
Footways and Cycleways (Urban)	942 km (1,928,879 sqm)	50% of the footway network is surveyed each year. Approximately 56% of the overall network in Southampton is identified as requiring maintenance
Structures	44 Road and footbridges 19 Steps and ramps 41 Subways 51 Retaining Walls	Regular and statutory inspections records maintenance needs for future maintenance funding considering the impact on the highway network as a whole.
Drainage	23,778 Highway Gullies 39 Culverts 22 Ditches 22 Surface Water Outfalls 24 monitored flooding hotspots	A cleansing programme of highway gullies with a targeted second cleansing is completed annually. Data from regular cleansing operations informs future drainage improvement schemes.
Street Lighting	23,348 Streetlights 608 Heritage Columns 466 Subway Units 98 Supply Feeder units 1,711 Illuminated Signs 10 Illuminated Bollards	The Street Lighting PFI has completed a 5 years of core investment from 2010 to 2015 replacing street lighting units and the majority of illuminated bollards with more efficient energy saving units. The PFI contract has now moved into a 20 year maintenance phase from April 2015.
Electronic Traffic Equipment	135 Signalised Junctions 92 Pedestrian Crossings 31 Traffic CCTV cameras 44 Variable Message Signs 330 Real Time Passenger Information Units	The traffic signals, Urban Traffic Control system and traffic camera monitoring services were outsourced in October 2012. Defects and faults are repaired on a reactive basis. Equipment is replaced as part of maintenance / improvement programmes.
Road Markings, Signs and Street Furniture	11.8 km Safety Fencing 24.7 km Pedestrian Barriers 8,832 Traffic Signs (Non-Illum.) 312 Grit Bins 19,061 Bollards, benches and Street Nameplates	Defects and faults are identified by the safety inspection regime and repaired on a reactive / programmed maintenance basis.

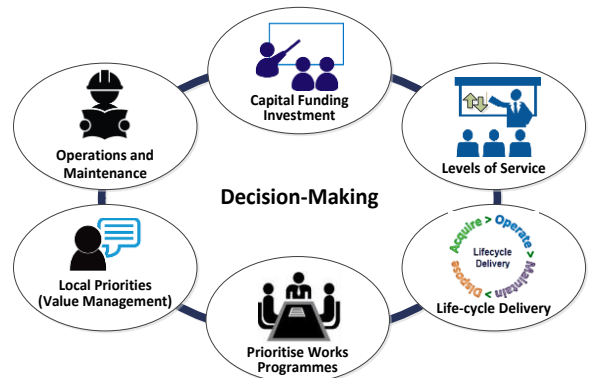
4 Asset Management Decision Making

Making effective decisions about when to maintain assets is reliant on acquiring appropriate knowledge and using it in a robust decision-making framework.

Capital Funding Investment

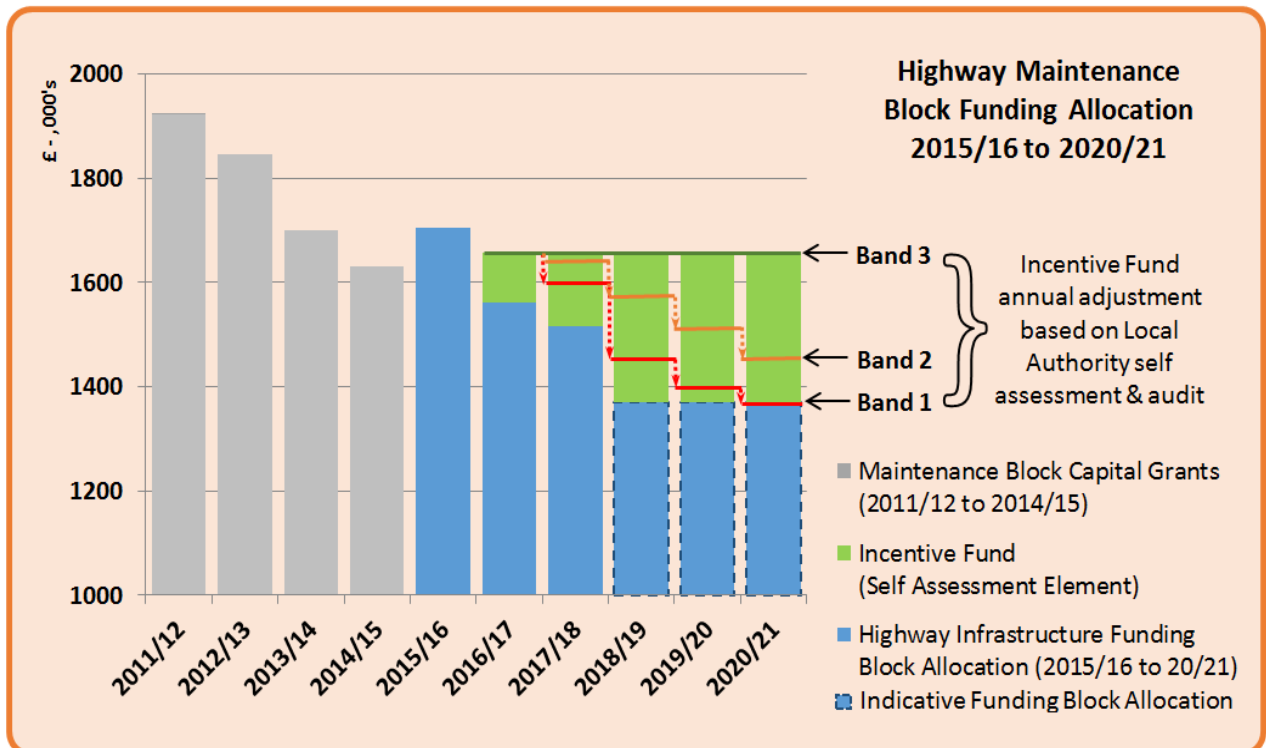
In 2014 the Government reviewed the Highways Maintenance Block 'needs' funding allocations for local authorities. Following consultation on highways maintenance funding the Department for Transport has allocated a proportion of the total funding to Roads, Bridges, Footways and Cycleways for the period 2015/16 to 2020/21 (Fig. 5) providing local authorities with forward visibility of highway infrastructure maintenance budgets. Southampton City Council operates a Street Lighting Private Finance Initiative which funds the maintenance of street lighting separately.

Decision Making (Fig. 4)



A total of £6 billion has been made available nationally between 2015/16 and 2020/21 for local highways maintenance capital funding. Of this, £578 million has been set aside for an Incentive Fund element to help reward local highway authorities who can demonstrate they are delivering value for money in carrying out cost effective highway maintenance. The Highways Maintenance Block Funding Allocation (2015/16 to 2020/21) for Southampton is £8.9 million. An additional £1.1 million is available over the 5 years to 2020/21 from the Incentive Fund.

DfT Block Funding Allocation (Fig. 5)



The Incentive Fund – Self Assessment

Southampton City Council are not competing with other authorities for this funding, but are demonstrating that efficiency measures are being pursued in order to receive the full amount of funding available from the Incentive Fund. The asset management maturity of the authority and therefore the value of the annual Incentive Fund element available for the City Council is assessed on the basis of a self-assessment questionnaire that focuses on:

- Asset Management
- Resilience
- Customer
- Benchmarking and efficiency
- Operational delivery

The cornerstones of the self-assessment include:

- Asset Management Policy and Strategy
- Communications Strategy
- Lifecycle Planning

Local authorities are expected to score well in these areas with a mandatory requirement to attain a minimum level of band 2 or band 3.

In July 2015, the initial “Dry Run” Incentive Fund Self-Assessment for Southampton’s Highway Infrastructure Services has assessed the Council as Band 1. Following the review of the Transport Asset Management Plan (TAMP), together with other planned service improvements, the Council anticipates that Band 2 will be achieved by the end of 2015, with further progress towards Band 3 expected thereafter.

Levels of Service

Levels of Service define how assets should perform in clear and effective terms that can be reported against stakeholder’s expectations. Measures of performance cover tangible strategic, tactical and operational issues, such as physical condition of assets, speed of response, availability, as well as intangible issues such as amenity value.

By consider the existing condition of assets, best practice, strategic objectives, the availability of resources, statutory duties associated with certain assets’ minimum performance levels, and engaging with stakeholders about service priorities we are developing and reviewing Levels of Service to:

- Ensure adequate focus is given to what is really important to the customer
- Measure the effectiveness of our approach to transport asset management
- Link the costs with the benefits of the services offered
- Provide a service that meets statutory obligations
- Ensure operational activities support the achievement of strategic goals

Lifecycle Delivery

Decisions about the need for capital investment are based on the deterioration of the asset, optimum timing, choice of treatment, and overall need for replacement. Lifecycle analysis determines the timing of intervention thereby representing the lowest life cycle cost. It is recognised that developed Asset Management Plans that demonstrate optimised timing of treatment or replacement over the lifecycle of the asset provide best value. However the full lifecycle approach can be constrained by contractual or other factors to a shorter time frame, or external customer led influences, which require decisions to be risk based or by analysing local priorities and other value management criteria.

Maintenance strategies considering different treatment options over the whole life of the asset will be promoted. These support the long term management of assets and underpin funding strategies to deliver the minimum whole life cost.

Lifecycle “Value” will be achieved by considering both the capital investment, and routine maintenance decisions to maximise the value obtained from assets over their whole life.

Prioritising Works Programmes

The development of effective works programmes for individual asset groups is completed by:

- Identifying candidate schemes
- Prioritising works in each asset group / service area
- Select and optimise schemes for the Forward Programme
- Select schemes for the Annual Programme aligned to budget
- Delivery of individual schemes
- Monitoring of works to ensure they meet the approach to asset management

The **Forward Works Programme** provides robust and reliable information to identify the asset maintenance to be carried out within the next three to five years. The programme is used to support forward financial planning, and communicate planned maintenance to the elected members, local communities and the public.

The **Annual Works Programme** is developed and prepared from the Forward Programme each year during autumn for approval in March. It prioritises maintenance schemes based on available funding for delivery.

Local Priorities and Value Management

The initial criteria used to prioritise and optimise the annual programme will take account of the condition and serviceability of the asset, alongside safety issues and local transport priorities.

Social, economic and environmental benefits, local community or user demands, and political priorities are also factors used to differentiate between which schemes are prioritised for limited budgets. These “soft” influences are identified using Value Management criteria. Agreed annually with elected members, the criteria are communicated within the local Transport Asset Management Plan. The level of influence, or weighting, each criterion has within individual asset group programmes will be periodically reviewed with the stakeholders.

Operations and Maintenance

Pressure to reduce operational costs has increased in recent years and the need to demonstrate good value is a key objective for the Council. The principles that underpin maintenance decision making are a key element of the prioritisation assessment criteria. Operational and maintenance decision making is informed by a systematic inspection, assessment and recording regime. The provision of an assessment regime is reliant on the contractual arrangements with individual asset group service providers.

5

Asset Data and Information Management

Asset Information Strategy

Through the use of appropriate tools which support budget and lifecycle management planning, asset data, information and knowledge are key enablers to the delivery of an effective Asset Management approach.

Asset Data Quality Plans relevant to individual asset groups are used to set out the proactive approach to the collection, recording and management of data and information. These define the activities undertaken to ensure that the data and information meets Southampton City Councils asset management requirements and informs effective decision making.

The Asset Data Quality Plan provides clear definitions for:

- **Asset Information Standards are used to defines:**
 - the data and information required,
 - where it is stored and managed
 - why it is required,
 - how it is collected and measured
 - the format it is required in
 - who it is provided by
 - when it shall be provided
 - the retention requirements
- **Asset Information Systems** are the processes, applications and IT systems utilized to automate the Asset Management processes and enable consistent support for decision making.
- **Data and Information Management** provides confidence in data quality. The data and information management regime measures :
 - Accuracy
 - Completeness
 - Consistency
 - Validity
 - Timeliness
 - Uniqueness

Asset Data Storage and Management

Consistent and reliable asset information and data is essential for the City Council to make informed decisions and fulfil the service delivery requirements. There are a number of different asset management related systems in use across the Highways Service Partnership, Service Management and Street Lighting PFI Contracts including:

- Asset Registers – for Roads, Footways & Cycleways, Structures, Street Lighting, Traffic Signals.
- Pavement Management Systems, Structures and Bridge Management, Street Lighting databases
- Scheme / Maintenance, Lifecycle Planning and Visualised Asset Management Systems

Critical Assets

Knowledge of critical assets informs the decision processes. Understanding the consequence of an asset failure requires consideration of safety, economic and environmental impact as well as an understanding of the function the asset performs. Critical asset are those that are essential for supporting the social and business needs of local and / or national economy.

Where critical assets and infrastructure are identified, adequate management of the assets, including appropriate investment proposals, are considered to ensure they are sufficiently resilient to cope with potential threats.

6

Performance Monitoring and Continuous Improvement

Southampton City Council is committed to the development of good practice and continuous improvement. Monitoring of the Council's service providers forms an integral part of individual contract conditions, with strategic monitoring, performance measures and targets, data and information audits, and compliance monitoring.

National Highways and Transport (NHT) Public Satisfaction Survey

The Council value being part of the NHT Survey and have found the resulting information extremely useful. The NHT surveys are key to ensuring the Council delivers high value services that local residents demand. Using the results we gauge and assess performance in those areas that Southampton residents see as most important.

Highway Infrastructure Asset Management Strategy Review

This strategy and the Highway Infrastructure Asset Management Policy, will be reviewed annually, updated and re-published as part of the annual Environment and Transport Capital Programme spend report in March.

Highway Infrastructure Asset Management Strategy 2015 to 2017



Working in partnership





Equality and Safety Impact Assessment

The **public sector Equality Duty** (Section 149 of the Equality Act) requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity, and foster good relations between different people carrying out their activities.

The Equality Duty supports good decision making – it encourages public bodies to be more efficient and effective by understanding how different people will be affected by their activities, so that their policies and services are appropriate and accessible to all and meet different people’s needs. The Council’s Equality and Safety Impact Assessment (ESIA) includes an assessment of the community safety impact assessment to comply with section 17 of the Crime and Disorder Act and will enable the council to better understand the potential impact of the budget proposals and consider mitigating action.

Name or Brief Description of Proposal	Transport Asset Management Plan 2016-20 (TAMP) Adoption of a replacement to the City Council’s 2008 Highways Asset Management Plan document that leads Investment decisions on highways assets in the City.
Brief Service Profile (including number of customers)	Highway Services Responsible for the maintenance and improvement of the public highways in the City. Customers include residents, visitors, businesses, and all road users.
Summary of Impact and Issues	The completely new and updated TAMP will ensure that future investment decisions are fully informed and are in line with latest industry best practise and condition data.
Potential Positive Impacts	<ul style="list-style-type: none"> • A safer highway network • More effective use of resources • Improved asset condition • A more accessible network • Less congestion • Improved quality and service life of assets
Responsible Service Manager	Colin Perris Service Manager, Highways Contracts
Date	30 th May 2017

Approved by Senior Manager	Mike Harris
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Signature	
Date	30 th May 2017

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	The TAMP will ensure that future investment on highways assets recognise the needs of all road users	
Disability	The TAMP will ensure that future investment on highways assets recognise the needs of all road users	
Gender Reassignment	The TAMP will ensure that future investment on highways assets recognise the needs of all road users	
Marriage and Civil Partnership	The TAMP will ensure that future investment on highway assets recognise the needs of all road users	
Pregnancy and Maternity	The TAMP will ensure that future investment on highways assets recognise the needs of all road users	
Race	The TAMP will ensure that future investment on highways assets recognise the needs of all road users	
Religion or Belief	The TAMP will ensure that future investment on highways assets recognise the needs of all road users	
Sex	The TAMP will ensure that future investment on highways assets recognise the needs of all road users	
Sexual Orientation	The TAMP will ensure that future investment on highways assets recognise the needs of all road users	
Community Safety	The TAMP will ensure that future investment on highways assets recognise the needs of all road users	
Poverty	The TAMP will ensure that future investment on highways assets recognise the needs of all road users	
Other Significant Impacts	The TAMP will ensure that future investment on highways assets recognise the needs of all road users	

DECISION-MAKER:	CABINET COUNCIL		
SUBJECT:	PROCUREMENT OF CARERS SUPPORT SERVICES		
DATE OF DECISION:	18 JULY 2017 19 JULY 2017		
REPORT OF:	CABINET MEMBER FOR HOUSING AND ADULT CARE		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Kirsten Killander	
	E-mail:	kirsten.killander@southampton.gov.uk	
Director	Name:	Stephanie Ramsey	
	E-mail:	stephanie.ramsey@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY					
None					
BRIEF SUMMARY					
<p>Two of the four priority outcomes in the Council Strategy is for (i) children and young people in Southampton get a good start in life and (ii) people in Southampton to live safe, healthy and independent lives. A key aspect of achieving these outcomes is for carers of all ages to have easy access to Information, Advice and Support (IAS) and assessments for their needs. Currently support for young carers and adult carers, including assessments, is provided under two separate contracts which were awarded to the present providers in 2013. Integration of the two current services is supported by the Children and Families Act (2014) (C&FA) requirement to have a single point of access (SPA) for young carers up to the age of 25. The Care Act (2014) (CA) provides for adults from the age of 18, young carers aged 18-25 would have an overlapping service rather than a SPA if the contracts were not integrated.</p> <p>An Adult Social Care (ASC) staff member will be co-located with the commissioned service to provide the more complex carers' assessments and to explore the link between carer assessments and the provision of replacement care in partnership with ASC teams. This has been discussed with and agreed by the Director of Operations for ASC.</p> <p>A review of the current services was conducted in 2016 and its findings have been taken into account in developing the recommendations in this report.</p> <p>This service does not include assessments for parent carers as discussions between Children's and Adults Social Care Services agreed these assessments would be carried out by Children's Services as part of whole family assessments.</p>					
RECOMMENDATIONS for Cabinet:					
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;">(i)</td> <td>To approve the recommendation to proceed with a procurement of an integrated Carers Support Services</td> </tr> <tr> <td style="text-align: center;">(ii)</td> <td>To delegate authority to the Director of Quality & Integration to carry out a procurement process for the provision for the carers' support services as set</td> </tr> </table>	(i)	To approve the recommendation to proceed with a procurement of an integrated Carers Support Services	(ii)	To delegate authority to the Director of Quality & Integration to carry out a procurement process for the provision for the carers' support services as set
(i)	To approve the recommendation to proceed with a procurement of an integrated Carers Support Services				
(ii)	To delegate authority to the Director of Quality & Integration to carry out a procurement process for the provision for the carers' support services as set				

		out in this report and to enter into contracts in accordance with the Contract Procedure Rules.
	(iii)	To delegate authority to the Director of Quality & Integration following consultation with the relevant Cabinet Members to decide on the final model of commissioned services for Carers Support Services and all decision making in relation to this recommissioning.
	(iv)	To authorise the Director of Quality and Integration to take all necessary actions to implement the proposals contained in this report.
RECOMMENDATIONS for Council:		
	(i)	To approve a financial envelope of up to £2,479,400 for a maximum contract lifetime of 7 years (5 + 2 year extension).
REASONS FOR REPORT RECOMMENDATIONS		
1.	The provision of effective carers IAS and assessments supports the outcomes the Council wants to achieve in relation to increasing prevention and early intervention and helping people to find their own solutions as far as possible.	
2.	There is an opportunity to integrate young carers and adult services to improve the adoption of whole family approaches when supporting families where young carers exist, and limit them having inappropriate caring roles.	
3.	Integrating the services reflects a wider piece of work with voluntary sector providers which aims to consolidate services into larger single contracts, with partnership arrangements where appropriate, to achieve greater impact and support preventative approaches.	
4.	The contracts for the current carers' services will come to an end in March 2018 and there is a need to recommission these services to comply with public procurement law.	
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED		
5.	To continue to fund individual services without maximising the opportunities for developing an integrated approach to service delivery: this would not provide the most appropriate service and miss opportunities for improving access for individuals.	
6.	To provide all assessments through the Carers Support Services: this would not adequately enable the development of appropriately linking carers' assessments with replacement care required for them to live a life independently of caring.	
7.	To decommission either or both services: the Council has to provide the service to meet statutory requirements and the decision to externally commission reflects the findings of the review and successful performance of the service in a community setting.	
DETAIL (Including consultation carried out)		
8.	<p>Two of the four priority outcomes in the Council Strategy is for (i) children and young people in Southampton get a good start in life and (ii) people in Southampton to live safe, healthy and independent lives. This means that the Council</p> <p><i>'...want Southampton to be a city where parents, families, communities and services work together to make sure children and young people get a good start in life. Ensuring that children and young people get a good start in life is crucial to enabling them to go on to fulfil their potential and become successful adults who are engaged in their communities.'</i> and</p> <p><i>'...want Southampton to be a city that is recognised for its approach to preventing problems and intervening early. We want our residents to have the information and support they need to live safe, active, healthy lives and to be able to live</i></p>	

	<p><i>independently for longer.'</i></p> <p>A key aspect of achieving these outcomes for carers of all ages is to have an integrated service providing easy access to IAS and assessments that are proportional to carers needs.</p>
9.	The Council has a long history for making provision for carers support services which promote the well-being of the city's residents. Prior to 2013 adult carers support was delivered through a number of projects funded through grants. The commissioning of one Adult Carers Support Service consolidated the existing programmes into one service and the Young Carers service was recommissioned at the same time but through two contracts.
10.	Services are provided by voluntary sector organisations (Mencap for adult carers, under the name of Carers in Southampton and Southampton Voluntary Services for young carers) and the recommendations in this report are consistent with the Council's strategic approach to working with the voluntary sector.
11.	The CA and the C&FA have placed additional requirements on local authorities in relation to ensuring the provision of IAS and assessments. Together these two Acts provide for carers of all ages and additionally the C&FA require the Council to provide a Single Point of Access for carers until they are 25 years old. The Care Act states there should be a choice for the carer in the way they can access an assessment and that all carers who have an 'appearance of need' should be offered a carers assessment.
12.	The CA and C&FA introduced the option for local authorities to delegate carers' assessments to external providers. Consultation of day care and Kentish Road provision in 2013/4 clearly supported carers' assessments to be delivered in a community setting rather than within Adult Social Care.
13.	A pilot programme was developed in 2015 when the Acts came into force, and has been adapted over the last 18 months to achieve this goal and both adults and young carers' assessments are delivered in the community.
14.	The pilot adult assessment service consisted of the present provider co-ordinating assessments and allocating to organisations on a Framework Agreement. The young carers' pilot provided assessments to young carers by the present provider.
15.	In 2016 the adult pilot programme was reviewed and an options paper written. This recommended that an ASC staff member be co-located with the commissioned service to provide carers assessments to adult carers which are proportionate to their needs and in a community setting. This has been discussed with and agreed by the Director of Operations for ASC.
16.	Further work to explore the link between carer assessments and the provision of replacement care will be undertaken and utilise the new social worker role alongside ASC teams.
17.	Having a SCC staff member delivering the assessments but within the community has a dual benefit of immediate access to SCC systems if required and supporting carers' preferences.
18.	To access the Young Carers Service, young carers were being assessed through a nationally developed tool. Since delegating young carers' assessment to the current provider they have worked with Children's Services and are using SCC's assessment tool and the national tools for support planning and monitoring personal goals.
19.	The integrated service will require young carers' assessments to be delivered through the commissioned service via trained members of their staff.

20.	Under a separate contract the incumbent adult carers support providers co-ordinated the co-production of the Southampton Strategy for Unpaid Carers and Young Carers 2016-2020 and supports the delivery of its Action Plan. This will be incorporated into the new Service Specification.
21.	The contract would start on April 1st 2018 and it is currently proposed that the contract is for 5 years with a possible 2 year extension.
22.	In light of the proposed contract time period the provider would be required to deliver their service with a flexible approach to in-service changes, particularly those that may be imposed upon SCC through legislative changes.
23.	The option to subcontract part of the service to another provider will be available for the successful organisation.
	Reviews of Adult Carers Services and Young Carers Services
24.	A Service Review was conducted in 2016 for both the adult and young carers' services. The reviews considered the current provision of carers support services against the Council's strategic intentions. Information was gathered from: each service; literature reviews; engagement with other organisations that support carers, service user and parents of young carers; and a number of wider determinants including legislation and national action plans and commitment to carers.
25.	The review identified that there is a track record of good provision and collaboration with other organisations that support carers, including schools in the case of young carers. Both services deliver support in a variety of ways to meet the needs of their clients.
26.	Quantitative and qualitative data considered during the review demonstrated a high use of services and a growing demand for both adults and young carers' services. This is expected to continue as: demand increases for services for cared for people, particularly through an aging population, and services are successful in identifying new and existing carers.
27.	An Equality and Safety Impact Assessment will be undertaken as part of the procurement process and in relation to the recommendations in this report and will be available to inform these decisions.
	Consultation and engagement
28.	During the review period there was engagement with current service users of both the adult and young carers' service and parents of young carers. Organisations within the wider public, community and voluntary sector were also consulted.
	Recommendations
29.	In line with the findings of the service review it is recommended that a procurement exercise is undertaken to commission integrated Carers Support Service.
30.	If the recommendation is supported, the procurement process will commence in August 2017.
RESOURCE IMPLICATIONS	
<u>Capital/Revenue</u>	
31.	The current investment in adult and young carers support services covers a number of services provided to people from two bases set in the community: This does not include support through peer support groups which are run throughout the city for adults. A review of carers support services has been undertaken recently which represents the first opportunity for an integrated approach to commissioning services.
32.	The proposal is to procure an integrated Carers Support Service within the approved

overall revenue budget for carers (detailed in table 1 below), which is provided by Southampton City Clinical Commissioning Group (CCG) and SCC. Any costs associated with the procurement process will be met from within this budget.

<u>Table 1 - Carer Revenue Budget Information</u>	
	£
Annual Budget (adult & young carers combined)	354,200
Less CCG Contribution	170,000
SCC net budget (per annum)	184,200
Maximum Financial Envelope (annual budget for 7 years)	2,479,400

Property/Other

33. There are no known property or other implications.

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

34. Care Act 2014 and Children and Families Act 2014 provides the structure for support services for adults and young carers respectively. Any procurement will be governed by EU procurement rules depending on value

Other Legal Implications:

35. When carrying out any public functions the Council must have due regard to the Public Sector Equality Duty (PSED) under the Equality Act 2010. The LA must take into account a number of factors including the need to eliminate discrimination, harassment and victimisation, advance equal opportunity and foster good relations. The service users who will benefit from the Carers Support Services are likely to be protected by the PSED and the Human Rights Act 1998 which has similar duties to the PSED. In particular the protection under Article 14 the prohibition of discrimination and Article 6 the right to respect private and family life.

36. The Council must be mindful of the Southampton Compact and the Best Value Statutory Guidance in all its work with the voluntary sector. The Southampton Compact provides a code of good practice to build on existing good practice and continue to improve relationships between statutory, community and voluntary organisations. It covers five key areas with undertakings for both the public sector and voluntary sector in each area:

- a strong, diverse and independent civil society;
- effective and transparent design and development of policies, programmes and public service;
- responsive and high-quality programmes and services;
- clear arrangements for managing changes to programmes and services; and
- an equal and fair society.

37. The Best Value Statutory Guidance was issued by central government in 2011, revised in 2015. The Guidance provides a code of good practice for local authorities considering funding reductions that may affect the voluntary sector. It complements the Southampton Compact minimum consultation and notice periods.

RISK MANAGEMENT IMPLICATIONS

38. Stakeholder interest in the service is moderate to high and there would be significant

	complaints if the service was discontinued. This is not proposed. Risk = moderate
39.	Continual improvements to support carers at a more universal level will result in more carers seeking a carer assessment and being entitled to support. There is a risk this will increase costs for carer support but should provide a longer term, more sustainable approach to help carers to continue their caring role for longer which reflects the Councils commitment to preventative approaches. Risk = low
40.	Support for carers is linked to the provision of replacement care. Currently provision remains variable across client groups. As links are improved between the carer assessment function and ASC, it is likely there will be an increased demand for replacement care. There is a risk this will increase costs for replacement care but will ensure it is provided in a more equitable and fair way. Risk = low
41.	If the integrated Carers Support Services is not commissioned assessments would be delivered in-house which would partly meet the Council's statutory duty. However it would be more difficult for the Council to provide information, advice and support in-house to the same level that it is provided in a community setting. Risk = low
POLICY FRAMEWORK IMPLICATIONS	
42.	Council Strategy 2016-2020

KEY DECISION?	Yes
WARDS/COMMUNITIES AFFECTED:	All wards
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	Equality and Safety Impact Assessment
Documents In Members' Rooms	
1.	None
Equality Impact Assessment	
Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.	Yes
Privacy Impact Assessment	
Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.	No
Other Background Documents	
Other Background documents available for inspection at: N/A	
Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)

1.	None	
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Equality and Safety Impact Assessment

Appendix 1

The **public sector Equality Duty** (Section 149 of the Equality Act) requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity, and foster good relations between different people carrying out their activities.

The Equality Duty supports good decision making – it encourages public bodies to be more efficient and effective by understanding how different people will be affected by their activities, so that their policies and services are appropriate and accessible to all and meet different people’s needs. The Council’s Equality and Safety Impact Assessment (ESIA) includes an assessment of the community safety impact assessment to comply with section 17 of the Crime and Disorder Act and will enable the council to better understand the potential impact of the budget proposals and consider mitigating action.

<p>Name or Brief Description of Proposal</p>	<p>Procurement of an adult and young carers services</p>
<p>Brief Service Profile (including number of customers)</p>	<p>The current adult and young carers services have been provided under separate contracts since 2013. Both services have been reviewed with positive finding about the way the service is offered and delivered.</p> <p>The reviews considered the current provision of carers support services against the Council’s strategic intentions. Information was gathered from each service, literature reviews, engagement with other organisations that support carers, service user and parents of young carer’s feedback and a number of wider determinants such as legislation and national action plans & commitment to carers.</p> <p>The review identified that there is a track record of good provision and collaboration with other organisations that support carers, including schools in the case of young carers. Both services deliver support in a variety of ways to meet the needs of their clients.</p> <p>Key findings from the review of both services and a local pilot to deliver carer assessments has resulted in two changes</p> <ul style="list-style-type: none"> - To bring the adult and young carer services under one contract - To secure a resource within Adult Social Care (ASC) to work closely with the carer service to support the delivery of carer assessments. This post will also provide the opportunity to explore the link between carer assessments and the provision of replacement care in partnership with ASC teams. <p>These findings have informed the new service specification for a combined adult and young carer service.</p>
<p>Summary of Impact and Issues</p>	<p>There is an opportunity to integrate young carers and adult services to improve the adoption of whole family approaches when supporting families where young carers exist, and limit them having inappropriate caring roles.</p> <p>Integrating the services reflects a wider piece of work with voluntary sector providers which aims to consolidate services into larger single contracts, with partnership arrangements where appropriate, to achieve</p>

	greater impact and support preventative approaches. This ensures services are located in the local community for carers.
Potential Positive Impacts	<ul style="list-style-type: none"> - Improved whole family approach around carer settings, especially where young carers are identified. - Improved links between support for carers and support to the person they care for, leading to appropriate and timely replacement care being provided. - Transition from young carer to adult carer will be improved. - Retain a local community based support for carers, reflecting their request for this to happen.
Responsible Service Manager	Sandra Jerrim
Date	21.06.17

Approved by Senior Manager	Carole Binns
Signature	
Date	

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	<p>Young carers may feel more comfortable accessing a service with which they are familiar and which is viewed as age appropriate.</p> <p>The current services have engaged an increased number of carers across all ages. The proposals continue to support this approach and likely to improve access for all ages.</p>	<p>The service specification will include requirements in relation to providing age specific services, food information which reaches young carers and appropriate access arrangements.</p> <p>Collaborative bid arrangements and sub-contracting will be considered in order to provide across a range of ages.</p>
Disability	<p>No negative impact identified. The current services have engaged an increased number of carers including those with a disability. The proposals continue to support this approach and likely to improve access for all ages.</p>	
Gender Reassignment	No identified impacts.	The specification will include requirements to address all issues of diversity to reflect the needs of the local population.
Marriage and Civil Partnership	No identified impacts.	
Pregnancy and Maternity	No identified impacts.	

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Race	No negative impact identified. The current services have engaged an increased number of carers including those from different ethnic groups. The proposals continue to support this approach and likely to improve access for all ages.	The specification will include requirements to address all issues of diversity to reflect the needs of the local population. Access to the service will be monitored to address any gaps and mitigation actions needed.
Religion or Belief	No negative impact identified. The current services have engaged an increased number of carers including those with different religious beliefs. The proposals continue to support this approach and likely to improve access for all aged.	
Sex	No identified negative impacts.	
Sexual Orientation	No identified negative impacts.	
Community Safety	No identified negative impacts. The proposal is to keep the service located in the local community.	
Poverty	No identified negative impacts.	
Other Significant Impacts	Providers may feel disadvantaged as they only want to bid for one carer group.	Collaborative bid arrangements and sub-contracting will be considered in order to provide all agencies with an opportunity to bid for the service(s).

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DECISION-MAKER:	CABINET COUNCIL		
SUBJECT:	ACCEPTANCE OF ADULT SOCIAL CARE GRANT		
DATE OF DECISION:	18 JULY 2017 19 JULY 2017		
REPORT OF:	CABINET MEMBER FOR HOUSING AND ADULT CARE		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Paul Juan	Tel: 023 8083 2530
	E-mail:	paul.juan@southampton.gov.uk	
Director	Name:	Paul Juan	Tel: 023 8083 2530
	E-mail:	paul.juan@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY	
NOT APPLICABLE	
BRIEF SUMMARY	
Approval is sought to accept a one-off Government grant of £9.71M for the purpose of meeting adult social care needs, reducing pressures on the NHS and stabilising the social care provider market over three years from 2017/18 to 2019/20.	
RECOMMENDATIONS:	
	FOR CABINET:
(i)	To consider the report and agree that the recommendations set out below be made to Council on 19 July 2017.
	FOR COUNCIL:
(i)	To approve the acceptance of the one-off Government grant of £9,710,902 for adult social care over three years from 2017/18 to 2019/20;
(ii)	To approve the addition of £4.98M to the Housing & Adult Social Care Portfolio's revenue budget for 2017/18 and to note that the remaining £4.73M of the Government grant award will need to be added to the revenue budgets for 2018/19 and 2019/20; and
(iii)	To approve revenue expenditure of £4.98M in 2017/18 on schemes (set out in Appendix 1) that will meet adult social care needs, reduce pressures on the NHS and stabilise the social care provider market, in accordance with the grant conditions, Financial Procedure Rules and the governance arrangements for Southampton's Better Care Fund.
REASONS FOR REPORT RECOMMENDATIONS	

1.	Under the Financial Procedure Rules, Council is required to approve the acceptance of external funding exceeding £2M.										
2.	The Department of Health and Department for Communities and Local Government have stated that the grant will be pooled into the Better Care Fund, to support a continuing agreement with the local NHS.										
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED											
3.	No other options have been considered and rejected.										
DETAIL (Including consultation carried out)											
4.	Additional funding for adult social care was announced in the Spring Budget 2017 and the council's allocation is set out in figure 1 below. <div style="text-align: center;"> <table border="1"> <thead> <tr> <th>Year</th> <th>Amount £</th> </tr> </thead> <tbody> <tr> <td>2017/18</td> <td>4,981,651</td> </tr> <tr> <td>2018/19</td> <td>3,161,704</td> </tr> <tr> <td>2019/20</td> <td>1,567,547</td> </tr> <tr> <td>Total</td> <td>9,710,902</td> </tr> </tbody> </table> <p><i>Figure 1: Southampton City Council's grant allocation</i></p> </div>	Year	Amount £	2017/18	4,981,651	2018/19	3,161,704	2019/20	1,567,547	Total	9,710,902
Year	Amount £										
2017/18	4,981,651										
2018/19	3,161,704										
2019/20	1,567,547										
Total	9,710,902										
5.	Conditions are attached to the grant to ensure that the money is spent on adult social care services and supports improved performance at the health and social care interface.										
6.	Proposals for schemes to be funded from this grant during 2017/18 are set out in Appendix 1. These proposals have been agreed in principle at the Integration Board and the Commissioning Partnership Board and are scheduled to be ratified by the Health and Wellbeing Board on 26 July 2017.										
7.	These schemes will help the council to meet eligible adult social care needs; support the NHS and, in particular, the progress being made across the local health and social care system to reduce delayed transfers of care from acute and community hospitals; and to help maintain a diverse and sustainable social care provider market locally.										
8.	The Department of Health and Department for Communities and Local Government have announced the development of new performance measures to assess how effectively this grant is being used. The Care Quality Commission (CQC) is scheduled to carry out 20 targeted inspections later this year with a focus on the interface between health and social care services.										
RESOURCE IMPLICATIONS											
<u>Capital/Revenue</u>											
9.	The new funding, totalling £9.71M, will be paid as a Department of Communities and Local Government grant.										
10.	Funding for the schemes proposed in Appendix 1 is additional to the budget for 2017/18 approved by Council on 15 February 2017.										
11.	Guidance has not been issued at this stage on whether any unspent funding can be carried forward to future years. Appendix 1 details how the first year's										

	funding of £4.98M will be allocated, while the remaining grant will be incorporated into the General Fund budgets for 2018/19 (£3.16M) and 2019/20 (£1.57m) scheduled to come before Full Council in February 2018 and 2019 respectively.
<u>Property/Other</u>	
12.	Any provision of nursing care at Holcroft House is likely to require building work, which will require scoping by the Capital Assets Team prior to approval by the Council Capital Board. The budget for this work may be transferred to the General Fund Capital Programme at this stage, funded by Direct Revenue Financing.
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
13.	The Care Act 2014 amended the NHS Act 2006 to provide the legislative basis for the Better Care Fund.
<u>Other Legal Implications:</u>	
14.	There are no other legal implications arising from this report.
RISK MANAGEMENT IMPLICATIONS	
15.	Accepting the grant would reduce the risk of the council failing to ensure an effective and sustainable adult social care system, which is identified as a risk in the council's strategic risk register.
POLICY FRAMEWORK IMPLICATIONS	
16.	Accepting the grant would support delivery of the Southampton City Council Strategy 2016-2020 and, in particular, the key outcome of supporting people in Southampton to live safe, healthy and independent lives.
17.	Accepting the grant will also support delivery of the Health and Wellbeing Strategy 2017-2025 and the Southampton Better Care Plan.

KEY DECISION?	Yes/No
WARDS/COMMUNITIES AFFECTED:	ALL
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	Proposals for spending the additional funding in 2017/18

Documents In Members' Rooms

1.	None
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Equality Impact Assessment

Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.	Yes/No
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Privacy Impact Assessment

Do the implications/subject of the report require a Privacy Impact	Yes/No
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Assessment (PIA) to be carried out.		
Other Background Documents Other Background documents available for inspection at: Civic Centre, Southampton, SO14 7LY		
Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)	
1.	Letter from Department of Health and Department for Communities and Local Government to Chief Executive dated 22/3/17	Not applicable

APPENDIX 1

Proposals for spending the grant in 2017/18

Scheme	Detail	Funding in 2017/18 £ ,000	Grant conditions		
			Meeting needs	NHS/ hospital discharge	Market
Extra nursing home capacity for complex needs	Conversion of all or part of Holcroft House residential care home to offer nursing in addition to residential care (subject to feasibility and registration); and/or commission additional capacity in private sector. This would not involve moving any existing clients from the premises	1,500	✓	✓	
Meeting increased demand and complexity	Additional investment to meet an increase in demand and complexity over and above original forecasts	1,000	✓		
Stabilising the provider market – workforce, home care and nursing	Additional investment to provide extra training and career development for carers; to consolidate increased domiciliary care capacity; and to support financial stability in the nursing home sector	850			✓
Speeding up hospital discharges for people with complex needs	Investment to support the complex discharge pathway, a discharge to assess scheme for Continuing Health Care (CHC) and an assess at home scheme covering the Royal South Hants (RSH) hospital	500	✓	✓	
Establish a dedicated Direct Payments Team	A new dedicated team working across the Council and Integrated teams to increase direct payment uptake, increasing choice and control and improving outcomes, including people leaving hospital	350	✓	✓	
Weston Court replacement care/short stay scheme	Working with a domiciliary care agency to provide support required to utilise existing facilities for replacement care, short stays, including for people with a learning disability, and to support hospital discharge	250	✓	✓	
Accelerating the extra care housing programme	A pump prime fund to accelerate plans for increasing the local supply of extra care housing, which leads to better outcomes in a more cost effective way when compared with residential and nursing care	250	✓		

Scheme	Detail	Funding in 2017/18 £ ,000	Grant conditions		
			Meeting needs	NHS/ hospital discharge	Market
Expanded 7 day social care operation in the hospital discharge team	To support discharge of individuals with complex needs from University Hospitals Southampton at the weekend	130		✓	
Enhanced social care out of hours service	To help prevent hospital admissions and support hospital discharges	100	✓	✓	
Care Technology Coordinator post	A dedicated Care Technology Coordinator working across Council and Integrated Teams to sustain an increase in referrals, supporting independence, preventing admissions & supporting timely discharges	50	✓	✓	
TOTAL		4,980			

DECISION-MAKER:	CABINET COUNCIL		
SUBJECT:	SHARED COMMISSIONING BETWEEN SOUTHAMPTON CITY COUNCIL AND SOUTHAMPTON CITY CLINICAL COMMISSIONING GROUP		
DATE OF DECISION:	18 JULY 2017 19 JULY 2017		
REPORT OF:	THE LEADER OF THE COUNCIL		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Sarita Riley, Service Lead, Legal Services Stephanie Ramsey, Director Quality and Integration	Tel: 023 80833218 023 80296941
	E-mail:	Sarita.Riley@southampton.gov.uk Stephanie.Ramsey@southampton.gov.uk	
Director	Name:	Dawn Baxendale, Chief Executive John Richards, Chief Executive	Tel: 023 80834428 023 80296923
	E-mail:	Dawn.Baxendale@southampton.gov.uk John.Richards@nhs.net	

STATEMENT OF CONFIDENTIALITY

None.

BRIEF SUMMARY

This report recommends further integration between health and social care in the city through the establishment of a Joint Commissioning Board to make joint decisions on behalf of the Council and CCG on certain agreed functions related to health and care. This will be in line with best practice and give Southampton a leading edge as there is an emerging consensus, both nationally and locally, about the opportunity to improve outcomes through a unified approach to health and care planning and funding (commissioning).

To contribute towards this it is proposed to build on the existing integrated commissioning arrangements by establishing a new Joint Commissioning Board which would have delegated powers from Council/Cabinet and the CCG General Assembly/ Governing Body to make joint decisions on behalf of the Council and CCG on certain functions related to health and care. It is proposed that the scope of the integrated commissioning arrangements will broadly mirror those areas of health and care commissioning covered by the Better Care Fund S75 plus other existing partnership agreements/shared funding arrangements.

RECOMMENDATIONS:**CABINET:**

- | | |
|------|--|
| (i) | To approve the establishment of a Joint Commissioning Board between the Council and Southampton City Clinical Commissioning Group to undertake Executive functions within the Boards proposed Terms of Reference. |
| (ii) | To delegate authority to undertake joint commissioning functions that are executive functions within agreed budgets to individual members of the Board (Officers and Members as appropriate) acting at Board meetings within the procedures set out in the terms of reference. |

COUNCIL:

- | | |
|-------|--|
| (i) | To approve the establishment of a Joint Commissioning Board between the Council and Southampton City Clinical Commissioning Group to undertake non-executive functions within the Boards proposed Terms of Reference. |
| (ii) | To delegate authority to undertake joint commissioning functions that are non-executive functions within agreed budgets to individual members of the Board (Officers and Members as appropriate) acting at Board meetings within the procedures set out in the terms of reference. |
| (iii) | To authorise the Service Director: Legal and Governance following consultation with the Leader, Group Leaders, the Chief Strategy Officer and the Director: Quality and Integration to make all necessary changes to the Council's Constitution to give effect to the establishment of the Board and decision making arrangements, including but not limited to changes to the Executive Scheme of Delegation, Officer Scheme of Delegation, Member and Officer Codes of Conduct, Partnership Protocols, Financial and Contract Procedure Rules, decision making protocols and standards and the creation of an Inter Authority Agreement, information sharing and information governance protocols, conflict resolution procedures and protocols as well as terms of reference for any new Board established. |

REASONS FOR REPORT RECOMMENDATIONS

- | | |
|----|---|
| 1. | There is an opportunity to strengthen existing joint commissioning arrangements to achieve the level and pace of service change and integration needed to meet current and future challenges. This will enable both organisations to provide the seamless health and care which residents need and to meet quality and sustainability challenges. The current governance structures require changes for both organisations to be able to implement the necessary changes jointly and at pace. |
| 2. | National direction, such as Integration and Better Care Fund Policy Framework 2017, requires integration between health and care services. Success measures for such are being developed nationally and the Care Quality Commission has the remit to carry out targeted reviews. |
| 3. | Nationally there is an expectation that full integration of health and social care will be implemented by 2020. Southampton is ideally placed to increase the pace and depth of integrated commissioning, with its asset of co-terminosity between health and local government; its track record of delivering benefits through integration, its existing integrated commissioning functions and good working relationships. A shared |

	<p>ambition for change has been agreed between SCC Cabinet and the Clinical Commissioning Group (CCG) Governing Body:</p> <p><i>'Commissioning together for health and wellbeing will allow us to push further and faster towards our aim of completely transforming the delivery of health and care in Southampton so that it is better integrated, delivered as locally as possible, person centred and with an emphasis on prevention and intervening early to prevent escalation'.</i></p>
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ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

4.	<p>Eight options were rigorously tested against a range of (weighted) financial and non-financial assessment criteria. They included:</p> <ul style="list-style-type: none"> • Resident and patient outcomes: increasing resident and patient benefits through maximising new commissioning possibilities • System efficiency and sustainability :financial benefit through making savings for both organisations; effective decision making; ease of deliverability • Accountability: democratic accountability; strategic alignment of priorities for both organisations; legal and regulatory compliance.
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5.	<p>The options considered and rejected during this first stage were to:</p> <ul style="list-style-type: none"> • do nothing • continue with or reverse current arrangements • joint commissioning by a Combined Authority. <p>These were rejected on the basis of an agreed scoring criteria which comprised ranking the weighted benefit criteria; through this process it was ascertained that these options did not deliver the same benefits as other options.</p>
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6.	<p>Four shortlisted options were analysed further to assess their benefits in terms of :</p> <ul style="list-style-type: none"> • Strategy (i.e. which option has the greatest potential to drive service innovation, provider integration and ultimately maximise benefits for citizens and patients) • Governance (i.e. which option has the structures, powers and duties to maximise integration, whilst minimising complexity and the possibility of legal challenge) • Financial (i.e. balance of pooled and aligned budgets for each option).
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7.	<p>As a result of further assessment an additional three options were rejected at this stage:</p> <ul style="list-style-type: none"> • Joint commissioning hosted by either the CCG or Council • Commissioning overseen by the Health and Wellbeing Board (H&WB). This was rejected as the Health and Wellbeing Board is a sub-committee of Council, not the Executive and as such cannot legally exercise Executive powers. The H&WB has statutory functions wider than the scope of shared commissioning as well as statutory membership which would impact on the balance of the proposed new board as the members have particular voting rights in law. The current H&WB advisory / scrutiny role could also be lost from the system. • Establishing a Regulation 10 committee as allowed within a Section 75 agreement (an agreement made under section 75 of National Health Services Act 2006 between a local authority and an NHS body in England). This was rejected as it would limit decision making to pooled budget items only and not areas where budgets are aligned rather than formally pooled.
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DETAIL (Including consultation carried out)

8.	<p>The proposal is to establish a Joint Commissioning Board to be accountable for</p>
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	<p>effective collaboration, assurance, oversight and good governance across the integrated commissioning arrangements for health and care between Southampton City Council and Southampton City CCG. This would demonstrate a commitment to genuine joint working and provide a body constituted with executive powers jointly accountable to Cabinet/Council and the CCG Governing Body/General Assembly. This change will enable greater transparency as meetings will be held in public and reduce complexity in decision making,</p>
9.	<p>The Board will approve and monitor the development and implementation of a publicly available, annual Integrated Commissioning Plan; ensure objectives and targets are met, outcomes achieved for residents and patients and that commissioning arrangements align with the partners' financial and business planning cycles.</p>
10.	<p>This Board would replace the Commissioning Partnership Board which oversees the work of integrated commissioning. The Commissioning Partnership Board make recommendations for key decisions to the Council's Cabinet and CCG Governing Body. It has no delegated decision making power and its role is to ensure effective collaboration, alignment and assurance across the integrated commissioning arrangements between Southampton City Council and Southampton City CCG. The Board also ensures that priorities identified by the Health and Wellbeing Board are met. The proposal in this report is to further strengthen integrated commissioning by delegating some decision making to the members of a Joint Commissioning Board, once strategic direction has been set by Council and CCG Governing Body. This will include the delegation of some of the responsibilities for Better Care currently within the remit of the Health and Wellbeing Board.</p>
	<p>Scope</p>
11.	<p>The proposed scope of the integrated commissioning arrangements will be limited to agreed elements of health and care commissioning. A large majority will be areas already included in the well-established Better Care Fund Section 75 agreement between the council and the CCG. It will also include other existing partnership agreements and shared funding arrangements. This includes services such as integrated rehabilitation, reablement and discharge services, support services for carers, care technology, joint equipment service, mental health and integrated services for children with complex health needs. A detailed breakdown is attached at Appendix 1. At the start, it is proposed that the Joint Commissioning Board will be responsible for an initial budget of at least £105M. The services included within this budget will form part of the budget process for both organisations and still be required to contribute to the efficiency and savings programmes. The remit of this Board will be to recommend savings to contribute to these programmes. The Joint Commissioning Board will be responsible for delivering agreed savings, many of which will be inter related across social care and health, such as with integrated rehabilitation and reablement.</p>
12.	<p>There will also be services in scope for consideration by the Board where the commissioning responsibility/ decision making remains solely with the City Council or the CCG but the use of funding is aligned to deliver a jointly agreed strategy. This could include Respite and short breaks or transformation of Children and Adolescent Mental Health Services (CAMHS). In addition there will be other areas to consider together that help both organisations achieve agreed outcomes, such as bids for funding.</p>
13.	<p>It would be the responsibility of the Board to:</p> <ul style="list-style-type: none"> • assess and manage any liabilities or risks reported in relation to each of the Better Care pooled fund schemes

	<ul style="list-style-type: none"> • monitor financial contributions of the Council and the CCG and make recommendations regarding future financial contributions • receive and sign off all Better Care Fund performance reports for approval and submission to NHS England • provide the Council/Cabinet and CCG Governing Body with an annual review of the S75 Better Care Partnership Agreement arrangements.
	Governance
14.	The council's representation on the Joint Commissioning Board will be made through executive appointments of 3 Cabinet Members, similar to the membership of the Health and Wellbeing Board. The CCG will similarly nominate 3 members from the CCG Governing Body. The proposal is that there will be delegated decision making to individual members of the Board with appropriate safeguards limiting the exercise of their delegations to circumstances in which consensus can be achieved at the Board meetings. The Council's Cabinet and the CCG Governing Body may grant delegated authority (with any appropriate caveats) to those of its members or officers participating in the Board to make decisions on their behalf, whilst retaining overall responsibility for the decision made by those members or officers. It would therefore be the individual member or officer who had the delegated authority to make a decision rather than the Joint Commissioning Board itself (unless under S75 lead commissioning arrangements).
15.	As the Board will, through its member's delegated decisions, be exercising Executive functions, the following requirements would apply: <ul style="list-style-type: none"> • set published meeting dates, to provide advance information on the Council's Forward Plan (28 days before any decision)) and CCG's governance arrangements • written reports containing specified information that must be published a set period in advance (5 working days before meeting date) • hold meetings in public (proposed to commence from April 2018) • restrictions on taking confidential decisions unless a period of notice (28 days) has been given • requirements around recording and publishing decisions • 'standstill period' following decisions during which 'Call In' can be exercised by the council's Overview and Scrutiny arrangements.
16.	The council's legal advice is that this is a tried and tested method of governance that is legally the most robust to achieve. It also requires less change constitutionally and will be easier to manage administratively.
17.	Under this proposal Executive Members or Officers attending the Board would require delegated powers to enable them to make decisions following consultation with the collective Board. This could be achieved by amending the Executive Procedure Rules and Officer Scheme of delegation in the Council's constitution together with consequential amendments to Financial Procedure Rules and Access to Information Procedure Rules. Such changes would need to go through the constitutional change process and be approved by Full Council.
18.	The draft Terms of Reference is attached at Appendix 1 and includes the scope. The Board would require a consensus between the two organisations prior to any delegated decisions being taken. Consensus will be demonstrated by a show of hands. It is important that given the nature of the decisions, securing the support of both partners will be critical to the success of this Board. In those circumstances where consensus cannot be reached, it is proposed that the matter would be deferred for further consideration by the parties to be reconsidered after discussions between the Chair

	and respective partner lead. Functions outside the decision making scope of the Board, but related to health and social care will be discussed for information only at the Board, with the considerations and any recommendations of the Board formally minuted. Items will then be referred to the relevant decision maker (e.g. CCG Governing Body, Council).
	Benefits
19.	Shared commissioning enables achievement of a shared vision e.g. a shared focus on prevention and early intervention and community solutions to promote independence & a shared commitment to realise it. This is alongside the ability to share risks and benefits associated with implementation of the shared vision, enabling us to do the “right thing” without unfairly disadvantaging or advantaging one organisation and to commission against a single agreed set of common outcomes and priorities – making best use of resources. The opportunity to share data on needs and good practice evidence leads to more intelligent commissioning and to develop more innovative solutions to meet people’s needs in the round (as opposed to commissioning in silos for people’s “health” versus “social” needs) which leads to improved outcomes for people. Bringing together health, public health and social care resources and stripping out duplication had already led to savings and efficiencies. A stronger governance process will facilitate the commissioning of a more joined up health and care system,
20.	<p>Integrated commissioning has already achieved savings across both organisations covering a range of services which include in 2016/17, Adult Social Care - £2.4M, Public Health - £1M and the CCG - £3M. Integrated commissioning arrangements have been highlighted as a particular strength in recent inspections, e.g. SEND and delivered improved outcomes and made positive benefits such as:</p> <ul style="list-style-type: none"> • redesign of an integrated Rehabilitation and Reablement Service which has reduced admissions to residential and nursing homes (16% lower than the plan in 2016/17) • collaborative work with the home care market promoting an increase in over 1,500 hours per week • focus on quality in care home provision limiting the need for lengthy cautions or suspensions from placement; • 50% increase in carers identified, engaged and in receipt of services • complete redesign of all age mental health services undertaken – Mental Health matters – and additional investment identified for CAMHS and adult mental health services • six new supported living schemes have been created providing 28 new tenancies for people with learning disabilities
21.	<p>Ten benefit criteria of integrating commissioning were identified to be used as part of the options analysis including:</p> <ul style="list-style-type: none"> • Using integrated commissioning to drive provider integration and service innovation. It is through these innovations that integrated commissioning has the greatest potential to benefit citizens and patients. • Improving the efficiency of commissioned services. This includes both streamlining process and reducing duplication and variation. This is particularly relevant for services / providers working across both commissioning organisations. • Increasing the effectiveness of commissioning – across the whole of the commissioning cycle. Combining the knowledge, expertise and (importantly) authority and leaderships of both organisations (clinical and democratic) has the potential to significantly increase the effectiveness of commissioning across the city.

22.	<p>Financial benefits from integrated commissioning will be delivered in a number of ways including:</p> <ul style="list-style-type: none"> • Economies of scale and benefits accruing from integrated services • Enhanced market and local economic development arising from more opportunities to invest at scale in health and care private, social enterprise and voluntary and community provision. • Agreed efficiency savings arise from better understanding of activity, unit costs and reduced variation.
Consultation and engagement	
23.	<p>A Steering Group with representatives from the council's Cabinet and lead officers and executive officers from the CCG Governing body reviewed the outcomes from the options appraisal as well as feedback from one to one interview discussions with Members, clinicians and stakeholders. Feedback which has been reflected in the final proposal in this report, included:</p> <ul style="list-style-type: none"> • do not want to move backwards and undo progress made by integrated commissioning (ICU) • agreed further integration is the correct direction of travel, to deliver better outcomes for citizens and financial stability • current governance structures constrain the pace and quality of decisions. • enabling cultural differences between the organisations to be narrowed through mutual trust whilst retaining control within each organisation. • define 'red lines' – the areas of control that would need to remain for the council and the CCG. • need to define clear metrics for further integration – the measures of success and the degree to which each option can achieve these and selection by Parliament for Southampton to be one of a handful of councils to test this.

RESOURCE IMPLICATIONS

Capital/Revenue

24. The current 2017/18 value of the Better Care Section 75 pooled budget resources is:

Scheme	CCG £'000	SCC £'000	Total £'000
Carers	1,240	134	1,374
Clusters	47,026	2,212	49,238
Rehab & Reablement	10,543	4,551	15,094
Capital		1,882	1,882
Joint Equipment Store	798	803	1,601
Telecare		250	250
Direct Payments		500	500
Long Term Care		2,750	2,750
Integrated Care Teams	9,894	16,414	26,308
Prevention & Early Intervention		6,199	6,199
Total	69,501	35,695	105,196
CCG Savings (QIPP) schemes impacted by Integrated Commissioning:			
Working Age Adults Non-Elective Admissions	548		
Older people falls and Ambulatory Care Sensitive admiss	61		
Rehab/Supported discharge	702		
Case Management	1,013		
	2,324		

Property/Other

25. Not applicable

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

26. Children and Families Act 2014 – emphasises that a local authority in England and its partner commissioning bodies must make arrangements (“joint commissioning arrangements”) about the education, health and care provision to be secured

27. Care Act 2014 establishes requirement for integration of care and health by 2020

NHS Five Year Forward View 2014 which outlines the future direction for the NHS which requires new partnerships in how care is delivered breaking down barriers between health and social care with more integrated approaches and with patients having far greater control over their own care

Other Legal Implications:

28. Changes will be required to the Executive Scheme of Delegation, Officer Scheme of Delegation, Member and Officer Codes of Conduct, Partnership Protocols, Financial and contract procedure Rules, Decision making protocols and standards and the creation of an Inter Authority Agreement, information sharing and information governance protocols, conflict resolution procedures and protocols as well as terms of reference for any new Board established. Changes will only be made following consultation with the Leader and Group Leaders. Changes to Financial Procedure

	Rules will at this time be limited to authorising an increase in individual Cabinet Member authority to spend up to £2M and only when all 3 Cabinet Members on the Board are in agreement.
POLICY FRAMEWORK IMPLICATIONS	
29.	The scope of integrated commissioning fully supports the achievement of priorities in the Council Strategy, and in particular, children and young people in Southampton get a good start in life, people in Southampton to live safe, healthy, independent lives. These are also the basis of the Southampton Better Care plan. They also form the core of the CCG operating plan and Southampton City Local Delivery System Plan 2017-19 where key priorities include: <ul style="list-style-type: none"> • Prevention and Earlier intervention – deliver a radical upgrade in prevention, early intervention and self-care • Better Care Southampton • Mental health – improve the quality, capacity and access to mental health services • Children and maternity – improve local services for children, young people and women.
30.	Integration and Better Care Fund Policy Framework 2017 – local areas have to set out in Better Care Fund returns for 2017-19 how they expect to progress to further integration by 2020. Policy Framework has been developed by the Department of Health (DH), Department for Communities and Local Government (DCLG), Local Government Association (LGA), Association of Directors of Adult Social Services (ADASS), and NHS England.
31.	The proposals above help the city to realise the Local Government Association’s eight principles for effective health and care commissioning.

KEY DECISION?	Yes
WARDS/COMMUNITIES AFFECTED:	All
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	Draft terms of Reference including the scope
Documents In Members’ Rooms	
1.	None
Equality Impact Assessment	
Do the implications/subject of the report require an Equality and Safety Impact Assessments (ESIA) to be carried out?	No
Privacy Impact Assessment	
Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.	Yes/No
Other Background Documents	
Equality Impact Assessment and Other Background documents available for	

inspection at:		
	Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
1.		
2.		

DRAFT Terms of Reference for the Joint Commissioning Board

1. Introduction

1.1. Southampton City Council and Southampton City Clinical Commissioning Group have developed a shared ambition for change *'Integrated Health and Wellbeing Commissioning allows the city to push further and faster towards our aim of completely transforming the delivery of care in Southampton, so that it is better integrated, delivered as locally as possible, person centred and with an emphasis on prevention and intervening early to prevent escalation'*. For the purpose of these Terms of Reference, Health and Wellbeing is defined as Health and Care services outlined in the scope Annex A.

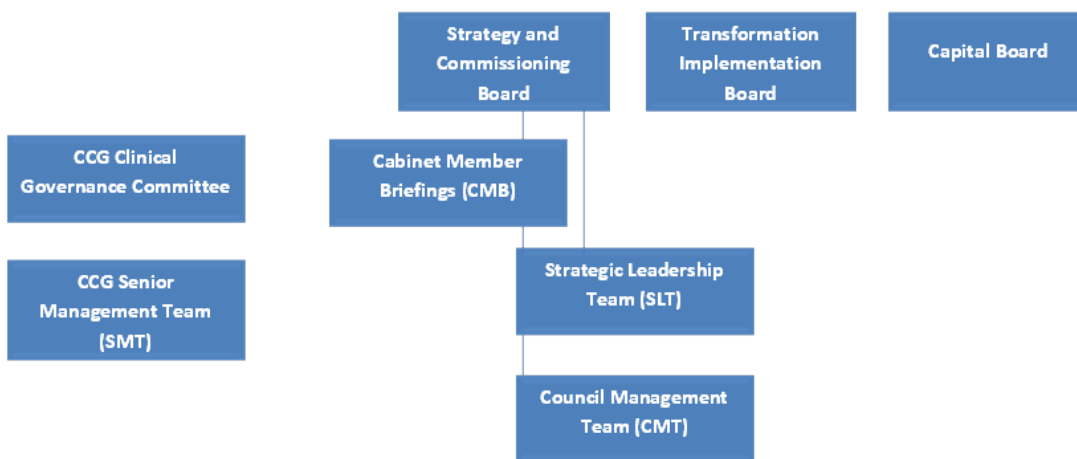
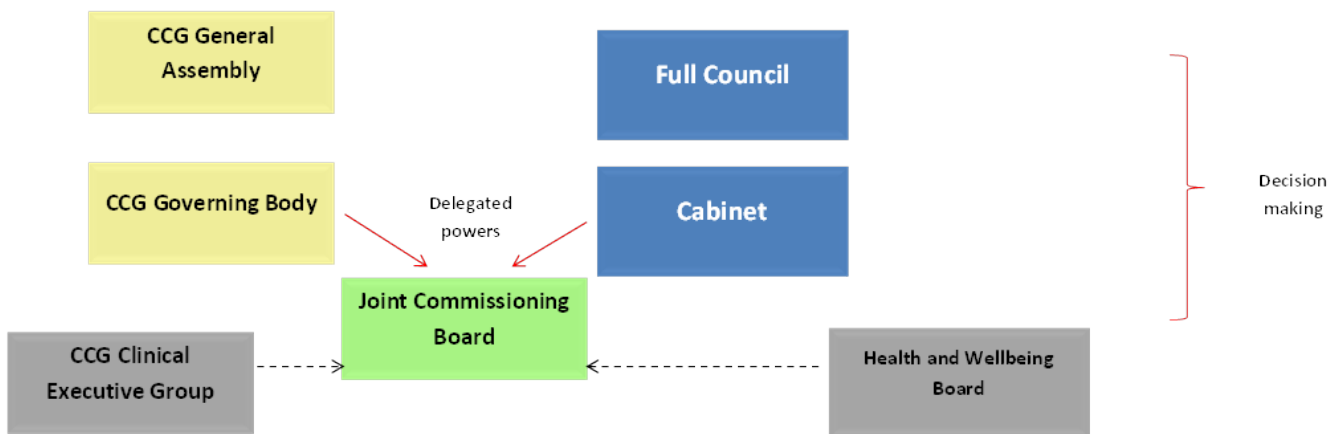
If we are to realise this vision and meet the challenges we face then we will need to

- Act as one for the city by
 - developing and delivery a single view of the city's needs and how we can ensure they are best met
 - aligning and allocating our collective resources to achieve prioritised outcomes
 - working for the whole population
- Support people to become more independent and do things for themselves by changing the relationship between citizens and services
- Be innovative and have an appetite for risk to make the change
- Make the most of new opportunities and powers
- Build on our existing good work
- Ensure that the system is financially sustainable and flexible enough to meet current and future challenges.

1.2. There are a number of benefits from integrated commissioning that have been grouped under three broad headings

1. **Using integrated commissioning to drive provider integration and service innovation.** It is through these innovations that integrated commissioning has the greatest potential to benefit citizens and patients.
2. **Improving the efficiency of commissioned services.** This includes both streamlining process and reducing duplication and variation. This is particularly relevant for services/providers working across both commissioning organisations.
3. **Increasing the effectiveness of commissioning – across the whole of the commissioning cycle.** Combining the knowledge, expertise and importantly authority and leaderships of both organisation (clinical and democratic) has the potential to significantly increase the effectiveness of commissioning across the City.

1.3. The Council and CCG have therefore established a Joint Commissioning Board to commission health and social care in the City of Southampton. It will encourage collaborative planning, ensure achievement of strategic objectives and provide assurance to the governing bodies of the partners of the integrated commissioning fund on the progress and outcomes of the work of the integrated commissioning function. The Joint Commissioning Board hereafter will be referred to as the Board



- 1.4. The Board will act as the single health and wellbeing commissioning body for the City of Southampton and a single point for decision makers. The Board will convene and exercise their functions following consensus / consultation with each other on those functions as defined in Annex A. This includes those areas of health and social care commissioning covered by the Better Care Fund Section 75.
- 1.5. The CCG Governing Body and SCC Cabinet may grant delegated authority (with any appropriate caveats) to those of its members or officers participating in the Board to make decisions on their behalf, whilst retaining overall responsibility for the decision made by those members or officers. It is therefore the individual member or officer who has the delegated authority to make a decision rather than the Joint Commissioning Board itself.
- 1.6. It is proposed that the scope of the integrated commissioning arrangements overseen by the new Board will be broadly as described below.
- 1.7. The Board will have oversight of all schemes established under the Better Care Section 75 and other remaining Partnership Agreements which in some cases may have their own specific Partnership Board, under the NHS Health Act 2006 flexibilities, and Local Government Act 1972 (s.113). This will include shadow monitoring of schemes under development and scrutinising their suitability for future inclusion in the BCF Partnership Agreement or other Partnership Agreements. A list of the schemes

included and planned for the Better Care Section 75 Partnership Agreement can be found at Appendix A.

- 1.8. The Board has been established to ensure effective collaboration, assurance, oversight and good governance across the integrated commissioning arrangements between Southampton City Council and Southampton City CCG.
- 1.9. As such, the Board will develop and oversee the programme of work to be delivered by the Integrated Commissioning Unit and review and define the integrated commissioning governance arrangements between the two bodies.
- 1.10. The Board will monitor the performance of the integrated commissioning function and ensure that it delivers the statutory and regulatory obligation of the partners of the Better Care Fund.
- 1.11. Evidence based commissioning will be key to achieving our vision and the Board will be informed and driven by needs assessment, market analysis, user experiences, consultation and engagement.

2. Scope

- 2.1. The scope of the Board will cover joint NHS and City Council services commissioned by the Integrated Commissioning Unit. The scope is outlined in Annex A.
- 2.2. The Board may, where appropriate, develop a wider range of services subject to final approval of the CCG Governing Body and Council
- 2.3. Subject to the agreement of the CCG Governing Body and the Council, the Board membership may be amended to include any other partner who jointly commissions with the City Council or Southampton City Clinical Commissioning Group and other agency representatives may be co-opted as necessary.

3. Role and Objectives

- 3.1. To agree shared commissioning priorities for the Council and CCG based on where a partnership approach will improve outcomes and promote greater efficiencies.
- 3.2. To approve and monitor the development and implementation of the Integrated Commissioning Plan to ensure it meets agreed priorities, objectives, savings and performance targets and aligns commissioning arrangements with partners' financial and business planning cycles.
- 3.3. To ensure that all commissioning decisions are made in line with the principles set out in the Integrated Commissioning Strategy.
- 3.4. To monitor the financial plans and financial performance of the integrated commissioning function, including forecasts for the year.
- 3.5. To ensure compliance with any specific reporting requirements associated with the formal pooled fund described in the Section 75 agreement.
- 3.6. To ensure compliance with rules and restrictions associated with any other blocks of funding, including specific grant funding.

- 3.7. To ensure management response to risks identified and the assurances against them regarding the integrated commissioning function.
- 3.8. To agree, subject to the financial decision making limits of the council and the CCG, all financial planning commitments across areas of integrated commissioning responsibility for pooled or non-pooled budgetary provision.
- 3.9. To receive and consider reports on service development, budget monitoring, audit and inspection reports in relation to those services which are the subject of formal partnership arrangements.
- 3.10. To set priorities for and review the performance of the Integrated Commissioning Unit on behalf of Southampton City Council and Southampton City CCG.
- 3.11. To seek assurance on the quality and safety of commissioned services in relation to key performance indicators and standards. Where performance is outside of expected threshold to receive exception reports.
- 3.12. To provide system leadership and direction to the staff of the integrated commissioning function.
- 3.13. To promote quality and identify how the health and wellbeing strategic intentions and priorities of partners will be supported and enabled through integrated commissioning.
- 3.14. To maintain oversight of the s.113 arrangements between the two organisations.

4. Better Care Section 75 Partnership Agreement

- 4.1 With specific reference to the Better Care Section 75 Partnership Agreement, the Joint Commissioning Board:
- 4.2 Shall oversee and review the schemes established under the Better Care S75 Partnership Agreement, ensuring adherence to the relevant legislation and protocols in the development of Partnership Agreements have been followed.
- 4.3 Shall receive, review and approve Business Cases for new pooled fund schemes to be established under the Better Care Section 75 Partnership Agreement (with reference to the respective Schemes of Delegation).
- 4.4 Shall receive and review quarterly reports on each Better Care pooled fund scheme on the exercise of the partnership arrangements. These reports shall include details of:
 - Annual forward financial plans setting out the projected annual spend
 - Review of the operation of each scheme covering:
 - evaluation of performance against agreed performance measures targets and priorities and future targets and priorities;
 - quality of service delivery and how the arrangements benefit and meet the needs of client groups;
 - any service changes proposed;
 - any shared learning and opportunities for joint training;
 - assurance that monitoring and evaluation processes take account of statutory guidance and policy directives pertaining to quality standards, best value and audit arrangements of the Council and the CCG.

- 4.5 Shall ensure the Services provided under each scheme are meeting the needs of the service users and their carers.
- 4.6 Shall ensure that commissioning decisions are the result of the wide ranging consultation and discussion with the key people involved in all aspects of the function of delivering joined up health and social care.
- 4.7 Shall encourage and ensure that service providers work collaboratively with service users, other providers and commissioners and that it is promoted through positive design of payment packages and risk and benefit share arrangements into commissioning contracts.
- 4.8 Shall ensure that commissioners listen to service users and providers and respond supportively to ideas to make services more effective for the user and more responsive to needs.
- 4.9 Shall assess and manage any liabilities or risks reported in relation to each of the Better Care pooled fund schemes and act upon these at the earliest opportunity and monitor their impact throughout the delivery of the services. This shall include consideration of proposed changes to the services and funding and how these may impact on each organisation.
- 4.10 Shall monitor financial contributions of the Council and the CCG and make recommendations regarding future financial contributions.
- 4.11 Shall provide the Council and CCG with an annual review report and forward plan of the S75 Better Care Partnership Agreement arrangements, incorporating financial and activity performance, risks, benefits and evidence of improvements for service users.

5. Risk Sharing principles

- 5.1. The pooled budget arrangements will be managed in such a way as to avoid destabilising either organisation.
- 5.2. Each organisation will retain responsibility for dealing with any deficit it has at the start of the pooled budget arrangement.
- 5.3. Each organisation will strive to achieve a balanced budget within the pooled budget.
- 5.4. The statutory requirements of each organisation must be maintained.
- 5.5. The pooled budget will contain a mechanism for dealing with significant changes to the funding or statutory responsibilities of either organisation that effect the areas on scope of the pooled budget arrangement.
- 5.6. The mechanism should be transparent and as simple as possible.
- 5.7. Both organisations will develop an appropriate Inter Authority Agreement (IAA) to include a financial management agreement which will feed into the corporate governance arrangements of each partner organisation and provide robust management information.
- 5.8. Both organisations will agree a mechanism for the early identification of potential in year under or over spends and for remedial actions to be put into place.

6. Governance and Reporting

- 6.1. The Board will be accountable to the Council's Cabinet and / or Council as appropriate and the CCG Governing Body. It will work in partnership with the Health and Wellbeing Board and the CCG Clinical Executive Group.
- 6.2. The Board will need to demonstrate contribution to the Health and Wellbeing Strategy outcomes
- 6.3. The Board will need to be informed by the JSNA, needs assessments, market analysis and feedback from consultation and engagement with residents and patients.
- 6.4. The Board will meet monthly and be minuted. Where items require decision by a Member or Officer of the Council the requirements of the Local Government Act 2000 in relation to publication of Forward Plans, Agendas, reports and Decision Notices will be fully complied with.
- 6.5. At least one meeting each quarter will be dedicated to reviewing the performance of the Better Care S75 Partnership Agreement, undertaking those responsibilities as set out in above.
- 6.6. The Board shall be entitled to call a meeting, at any time, outside of the agreed meetings schedule, for any purpose, subject to compliance with any statutory requirements in relation to decision making under the Local Government Acts and CCG Constitution.
- 6.7. All minutes and papers from the Board will be reported to the CCG Governing Body and made available to Council's Cabinet.
- 6.8. Agendas will be jointly agreed in line with the Forward Plan and will need to be circulated at least 5 working days in advance of the meeting. All new agenda items are subject to agreement of the Chair or Vice Chair. Where a decision of the Council (Member or Officer) is required at a Board meeting then the requirements of the Local Government Act 2000 and Access to Information regulations must be adhered to (publication of notice of key decisions 28 days in advance, publication of reports 5 clear working days in advance, formal decision Notice signed by decision maker and Proper Officer (Democratic Services must attend for this purpose for these items). Decisions that are 'key decisions' within the meaning of the Local Government Act 2000 are subject to the Council's 'call-in' procedures and cannot be implemented until the time for call-in has expired or the matter has been dealt with in accordance with Overview & Scrutiny Procedure Rules.
- 6.9. The agendas, minutes, decision notices and briefing papers of the meetings of this Board are subject to the provisions of the Freedom of Information Act 2000, the Environmental Information Regulations and the Data Protection Act 1998. If the Chair concludes that specific issues are exempt from publication and should not be made available under the terms of the Freedom of Information Act, a Part 2 meeting of the Board shall be convened to consider them.
- 6.10. Part 2 meetings have to be notified 28 days in advance of the meeting and reasons for excluding the public included on the report / agenda item or the decision cannot be taken. There are limited urgency provisions but these require prior consent from the chair of the Health Overview and Scrutiny Panel.

- 6.11. Meetings of the Board shall be advertised in advance on the calendar of meetings of the CCG Governing Body and Council and shall, unless notice of consideration of an excluded item has been given, shall be open to the public to attend from April 2018.
- 6.12. The Chair will invite questions or statements by members of the public on matters pertaining to that agenda at the beginning of the meeting.
- 6.13. Administrative support for the Board will be a shared responsibility although agenda publication etc. will be undertaken by the Council.
- 6.14. The Health and Wellbeing Board will delegate responsibility for Better Care to the Board and the Board will be accountable to the Health and Wellbeing Board for this element.

7. Membership

- 7.1. The council's representation on the Joint Commissioning Board will be 3 Cabinet Members made through executive appointments, similar to the membership of the Health and Wellbeing Board. The CCG will similarly nominate 3 members from the CCG Governing Body. Both partner organisations will agree a scheme for the appointment of substitute members or nominated deputies at the inaugural meeting of the Board.
- 7.2. **Other attendees**
 - Key senior managers from the Council and the CCG as required.
 - The relevant commissioning lead for each of the pooled budgets under the S75 Better Care Partnership Agreement will attend as appropriate the quarterly meetings to present the performance report for the S75 Partnership Agreement.
- 7.3. The Chair will be a politician from the council or a member from the CCG Governing Body who will rotate on an agreed basis. The Vice Chair of the Board will be from the alternate partner organisation.

8. Quorum, Decision Making and Voting

- 8.1. The Board will require consensus prior to any delegated decisions being taken; consensus will be demonstrated by a show of hands. It is important that given the nature of the decisions, securing the support of both partners will be critical to the success of this Board. The Board will be quorate if there are at least 4 members in attendance with a minimum of 2 from each.
- 8.2. In those circumstances where consensus cannot be reached, the matter will be deferred for further consideration by the parties and will be reconsidered after discussions between the Chair and respective partner lead.
- 8.3. Schemes of Delegation to City Council Members and Council Officers shall be amended to reflect that decisions should not be taken under delegation and should stand either deferred to a future meeting or referred back to the parent body where a consensus of those present do not support the decision proposed. The Chair of the Board shall consult those present before deferring the decision or directing that it be referred back to each partner organisation.
- 8.4. Legally, it is not possible to have a mechanism that requires individual decision makers to exercise their decision making function in accordance with the will of a majority or quorum of a Board. Any individual decision maker must consider any decision on its

merits as a whole in accordance with established decision making principles. The process for seeking the support of the Board prior to exercising any delegation meets a requirement in the Scheme of Delegation to limit the power to exercise that delegation to situations only where the support of the Board is demonstrated.

- 8.5. Functions outside the decision making scope of the Board, but related to health and social care will be discussed for information only at the Board, with the considerations and any recommendations of the Board formally minuted. Items will then be referred to the relevant decision maker (e.g. CCG Governing Body, Council).

9. Dispute Resolution

- 9.1. If disputes relating to the Better Care Section 75 Partnership Agreement arise then the Dispute Resolution process within that will be followed. Otherwise any matter of dispute will be referred for further discussion by the Leader of the Council and Chair on behalf of the CCG before referring back to the Board for further consideration. It is recognised that as the desire is to reach agreement on any matter by consensus that if this is not reached that matter may not move forward. There will be no formal and binding external arbitration procedure.

10. Scrutiny

- 10.1 Decisions of members of the Joint Commissioning Board will be subject to formal scrutiny normally undertaken by the Health Overview and Scrutiny Panel, on behalf of the Council and Call in. Health scrutiny is a fundamental way by which democratically elected councillors are able to voice the views of their constituents, and hold NHS bodies and health service providers to account. In Southampton the Health Overview and Scrutiny Panel undertakes the scrutiny of health and adult social care. The Panel meets every 2 months. However, there may be some major decisions may be considered by the council's Overview and Scrutiny Management Committee.

11. Conflict of Interests

- 11.1. The Board will be bound by the Standing Orders/Standing Financial instructions and Codes of Conduct of both parent bodies. Declaration of interests will need to be declared annually and at each meeting of the Board in line with the agenda. Depending on the topic under discussion and the nature of the conflict of interest appropriate action will be taken and recorded in the minutes

12. Variation

- 12.1. The parent bodies may agree from time to time to modify, extend or restrict the remit of the Board.
- 12.2. The Terms of Reference will be reviewed in March 2018 or sooner at the request of the Chair or Vice Chair.

Integrated Commissioning – Potential scope

1. For the first year, it is proposed that the scope of the integrated commissioning arrangements overseen by the new Board will be broadly mirror those areas of health and social care commissioning covered by the Better Care Fund Section 75.
2. As is currently the case, the assumption is that some of the services in scope will be jointly funded and jointly commissioned under a S75 or S256/76 arrangement (primarily through the Better Care Fund S75 Agreement).
3. However there will also be services in scope for which the commissioning responsibility/ decision making remains solely with the CCG or City Council but the funding is aligned to deliver a jointly agreed strategy.
4. Beyond this, there could be areas of shared commissioning where the Council and CCG will want to discuss and share information about relevant commissioning intentions, budget and spend. The Board could also consider bids that are of joint interest. These 3 categories are described below:
 - Jointly commissioned/funded services
 - Single agency commissioning aligned under a jointly agreed strategy
 - Other areas relevant for the achievement of the outcomes

Jointly commissioned/funded services

5. These will be services currently in scope for the 2017/19 Better Care Fund S75 agreement. In addition, the scope will include other existing partnership agreements/shared funding arrangements:
 - Integrated Services within the established 6 Better Care Clusters: Community health services for adults (Community Nursing, Continence, Podiatry, Community Wellbeing Services, Community specialist services for people with long term conditions, case management, Palliative Care, community navigation, Community Adult Mental Health Services and IAPT (Improving access to psychological therapies) , Adult Long Term Social Care Teams)
 - Support Services for Carers
 - Integrated rehabilitation, reablement and discharge services (including the Hospital Discharge Team, Discharge to Assess, residential reablement and extra care, Falls Assessments)
 - Care Technology
 - Prevention and Early Intervention services – Behaviour Change, Older Person’s Offer, Information, Advice and Guidance
 - Integrated Learning Disabilities provision (placements)
 - Direct Payments Support services
 - Transformation of Long Term Care provision (Adult Social Care additional/improved BCF funding to support transformation of Extra Care and conversion of a Residential Unit to Nursing Care as well as stabilising the Domiciliary Care and Care Home market)
 - Joint Equipment Service, Wheelchair Service, Orthotics and Disabled Facilities Grant
 - Integrated services for children with complex health needs (specifically Building Resilience Service and SEND integrated health and social care team).

Single agency commissioning aligned under a jointly agreed strategy

6. This would mean that commissioning responsibility/ decision making remains solely with the CCG or City Council but the funding is aligned to deliver a jointly agreed strategy. This could include:
- Long Term Care provision (including domiciliary care, nursing and residential CHC and social care packages) – aligned to Better Care strategy
 - 0-19 prevention and Early Help, CAMHS, Community midwifery – aligned to 0-19 prevention and early help strategy/CAMHS Transformation
 - Sexual health (integrated level 3 service, voluntary and primary care prevention services, termination of pregnancies, vasectomies) – aligned to Sexual Health and Reproductive Strategy
 - Substance Misuse Services – aligned to Substance Misuse Strategy
 - Respite and Short Breaks – aligned to Replacement Care Strategy, services for children, e.g. Edge of care, Family Drugs and Alcohol Court, Looked After Children, Safeguarding – aligned to children’s strategy
 - Community development (definition to be agreed)

Benefits

7. The scope will increase the ability of both organisations to:
- Realise a shared vision – e.g. a shared focus on prevention and early intervention and community solutions to promote independence & a shared commitment to realise it
 - Share risks and benefits associated with implementation of the shared vision, enabling us to do the “right thing” without unfairly disadvantaging or advantaging one organisation
 - Commission against a single agreed set of common outcomes and priorities – making best use of resources
 - Share needs data and good practice evidence – leading to more intelligent commissioning
 - Develop more innovative solutions to meet people’s needs in the round (as opposed to commissioning in silos for people’s “health” versus “social” needs – leading to improved outcomes for people
 - Bring together health, public health and social care resources and strip out duplication – leading to savings and efficiencies
 - Commission a more joined up health and care system, developing together whole pathways from prevention to care - fewer gaps
 - Enable providers to develop more innovative integrated pathways and organisational models – leading to less fragmentation
 - Shape and develop primary medical care as part of the integrated health and social care system
 - Better understand and manage demand through greater influence over assessment and review processes

DECISION-MAKER:	CABINET COUNCIL		
	HIGHWAYS CONTRACT RENEGOTIATION		
DATE OF DECISION:	18 July 2017 19 July 2017		
REPORT OF:	CABINET MEMBER FOR ENVIRONMENT AND TRANSPORT		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Paul Paskins	Tel: 023 8083 4353
	E-mail:	paul.paskins@southampton.gov.uk	
Director	Name:	Rob Harwood	Tel: 023 8083 3436
	E-mail:	rob.harwood@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY	
<p>Appendix 1 of this report is not for publication by virtue of categories 3 (financial and business affairs), and 7A (obligation of Confidentiality) of paragraph 10.4 of the Council's Access to Information Procedure Rules, as contained in the Council's Constitution.</p> <p>It is not in the public interest to disclose this information as the appendix contains confidential and commercially sensitive information supplied by the Service Provider. It would prejudice the Council's ability to operate in a commercial environment and obtain best value in contract negotiations and would prejudice the Council's commercial relationships with third parties if they believed the Council would not honour obligations of confidentiality.</p>	
BRIEF SUMMARY	
<p>This paper sets out the terms relating to the renegotiation of the Council's Highways Service Partnership (HSP) contract and associated terms in respect of the Citywatch contract. The Service Provider for both contracts is Balfour Beatty Living Places Ltd (BBLP).</p> <p>This paper also seeks authorisation to make the HSP and Citywatch contracts co-terminus and for General Fund expenditure, consisting of contract costs, over the extended years of these contracts.</p>	
RECOMMENDATIONS:	
CABINET recommends to Council:	
	<p>(i) To delegate authority to the Service Director, Business Operations and Digital, following consultation with the Service Director, Legal and Governance and the Service Director, Finance and Commercialisation, to amend the HSP Contract by extending its term until 23:59 hours on 30 September 2025 and make associated amendments to reduce the Council's General Fund costs associated with this contract in each of the remaining years of the contract from</p>

		2017-18 onwards.
	(ii)	To delegate authority to the Service Director, Business Operations and Digital, following consultation with the Service Director, Legal and Governance and the Service Director, Finance and Commercialisation, to extend the term of the Citywatch (also known as 'ROMTV') contract until 23:59 hours on 30 September 2025 and make associated amendments to reduce the Council's General Fund costs associated with this contract in 2017-18.
	(iii)	To note the increase in financial commitment to the Authority covering the period 2020/21 to October 2025 to meet the additional contract costs over the extended years of the HSP and Citywatch contracts which total an estimated £13.3M (uplifted by indexation).
	(iv)	To note that the renegotiated terms for the HSP and ROMTV contracts will achieve estimated General Fund savings - compared to current spending and costs. These are detailed in confidential Appendix 1.

COUNCIL

	(i)	To delegate authority to the Service Director, Business Operations and Digital, following consultation with the Service Director, Legal and Governance and the Service Director, Finance and Commercialisation, to amend the HSP Contract by extending its term until 23:59 hours on 30 September 2025 and make associated amendments to reduce the Council's General Fund costs associated with this contract in each of the remaining years of the contract from 2017-18 onwards.
	(ii)	To delegate authority to the Service Director, Business Operations and Digital, following consultation with the Service Director, Legal and Governance and the Service Director, Finance and Commercialisation, to extend the term of the Citywatch (also known as 'ROMTV') contract until 23:59 hours on 30 September 2025 and make associated amendments to reduce the Council's General Fund costs associated with this contract in 2017-18.
	(iii)	To note the increase in financial commitment to the Authority covering the period 2020/21 to October 2025 to meet the additional contract costs over the extended years of the HSP and Citywatch contracts which total an estimated £13.3M (uplifted by indexation).
	(iv)	To note that the renegotiated terms for the HSP and ROMTV contracts will achieve estimated General Fund savings - compared to current spending and costs. These are detailed in confidential Appendix 1.

REASONS FOR REPORT RECOMMENDATIONS

1.	The revised contractual arrangements would ensure that the Council retains appropriate service levels and risk allocation whilst achieving General Revenue Fund savings.
2.	Extending the contracts would avoid the need to re-procure the HSP and ROMTV contracts in 2020 and 2022 respectively, the associated re-procurement costs and the prospect of the costs associated with one or both

	contracts rising against current expenditure levels.
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	
3.	<p>Alternative options rejected include:-</p> <ul style="list-style-type: none"> • Making no changes to the two contracts and leaving costs and terms unchanged. • Termination of one or both of the contracts. The Council would be responsible for financial damages to BBLP and would suffer reputational damage. • Re-procuring the contracts at the expiry of their core term. The Council would need to fund costs associated with re-procurement and would achieve contract prices at the prevailing market rate. • In-sourcing the services relating to one or both contracts at the expiry of their core terms. Services would be delivered at in-house costs.
DETAIL (Including consultation carried out)	
4.	<p>The Council has two contracts with BBLP:-</p> <p>(i) The 'Highways Service Partnership' (HSP) which commenced in October 2010. The core term expires in October 2020 and the contract allows extensions of up to five years to be granted, based on performance against a set of Key Strategic Indicators (KSIs).</p> <p>Legal opinion has indicated that, whilst the contract provides that extensions are assessed on performance against these targets, the Council could take a risk-based decision to grant the extension years to BBLP Irrespective of this KSI performance framework by waiving the Council's rights to apply it, providing it is in the Council's interests to do so.</p> <p>(ii) 'Citywatch' (also known as 'ROMTV') which commenced in October 2012. The core term expires in 2022 and the contract allows for up to five years of extensions, solely at The Council's discretion and not based on specific performance criteria.</p> <p>The original procurements and Cabinet reports relating to these contracts envisaged, and allowed for, the five year extension periods.</p>
5.	The Council has General Fund savings targets (reference BOD5) for the major contracts. These targets are £654k in 2017-18 and £854k (recurring) in 2018-19 to 2020-21 inclusive
6.	The confidential Appendix 1 to this paper sets out the commercial terms and benefits associated with this proposal.
7.	The annual effect of the revenue savings associated with this proposal are anticipated to be £774,000 in 2017-18; the exact in-year benefit would be dependent on the timing of the implementation of the proposals and the outcome of the final associated negotiations.
8.	The total General Fund saving over the remaining term of the contracts is estimated to be against current spend levels. It should be noted that the General Fund costs associated with both contracts are increased in accordance with indexation formulas on an annual basis.

9.	Changes to both the HSP and Citywatch contracts would be required to implement these changes. It is recommended that Cabinet delegates the Service Director, Business Operations and Digital, following consultation with the Service Director, Legal and Governance and the Service Director, Finance and Commercialisation to implement the changes to the HSP and Citywatch contracts outlined in this paper. It is anticipated that the changes could take effect on or before 1 September 2017.
10.	The core contract terms relating to both the HSP and ROMTV contracts would be unchanged.

RESOURCE IMPLICATIONS

Capital/Revenue

11.	It is anticipated that the total effect of the changes over the remaining terms of the contracts would generate an overall General Fund revenue saving as detailed in confidential Appendix 1. It is not possible to guarantee this level of saving as it is partially dependent on the commercial terms contained in confidential Appendix 1.
12.	There will be an increase in financial commitment to the Authority covering the period 2020/21 to October 2025 to meet the additional contract costs over the extended years of the HSP and Citywatch contracts which total an estimated £13.3M (uplifted by indexation).
13.	The Council would retain the discretion to vary highways capital expenditure and set the level of budget.

Property/Other

14.	BBLP would continue to occupy the parts of City Depot designated to them through leasing arrangements.
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LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

15.	Highways maintenance and associated and ancillary functions are authorised by a variety of Statutory powers including the Highways Act 1980 as amended and the Traffic Management Act 2004, together with secondary legislation (Regulations, Directions and Orders). The power to enter into contracts for the delivery of a Council function is contained in s1 of the Local Government (Contracts) Act 1997 and s.111 Local Government Act 1972 (power to do anything calculated to facilitate, ancillary to or conducive to the discharge of a primary function). Regard must be had to the Part 1 (Best Value) provisions of the Local Government Act 1999, the National Procurement Strategy and EU Procurement Rules as enacted in the Public Contracts Regulations 2015.
16.	<p>Part II (Contracting Out) of the Deregulation and Contracting Out Act 1994 is the primary legislation which allows a Minister to make an Order enabling certain statutory functions to be carried out by persons on behalf of the local authority. The Contracting Out (Highway Functions) Order 2009, sets out those functions of the Highways Act 1980 and NRSWA 1991 which can be contracted out. The functions under the 2009 Order include (among many others):</p> <ul style="list-style-type: none"> ○ Section 41(1) - duty to maintain highway maintainable at public expense ○ Section 62 – general highway improvement

	Section 150 – duty to remove snow, soil etc. from the highway
Other Legal Implications:	
17.	Legal opinion has indicated that, whilst the contract provides that extensions are assessed on performance to these targets, the Council could take a risk-based decision to grant the extension years to BBLP Irrespective of this KSI performance framework by waiving the Council's rights to apply it, providing it is in the Council's interests to do so. The Citywatch contract terms allow the contract to be extended at the Council's discretion.
RISK MANAGEMENT IMPLICATIONS	
18.	Risks will continue to be managed through existing mechanisms and contractual obligations.
POLICY FRAMEWORK IMPLICATIONS	
19.	These proposals are consistent with the policy framework including the Local Transport Plan. The Council would continue to maintain control over setting policy.

KEY DECISION?	Yes
WARDS/COMMUNITIES AFFECTED:	All
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	Commercial Terms: Evaluation and benefits summary (Confidential)

Documents In Members' Rooms

N/A	
Equality Impact Assessment	
Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.	No
Privacy Impact Assessment	
Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.	No
Other Background Documents	
Other Background documents available for inspection at: N/A	
Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
N/A	

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Document is Confidential

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DECISION-MAKER:	CABINET MEMBER FOR COMMUNITIES, CULTURE AND LEISURE		
SUBJECT:	COMMUNITY CHEST GRANTS 2017/18		
DATE OF DECISION:	18 JULY 2017		
REPORT OF:	DIRECTOR OF QUALITY AND INTEGRATION		
<u>CONTACT DETAILS</u>			
AUTHOR:	Name:	Joanne Hughes	Tel: 023 8083 4067
	E-mail:	Joanne.hughes@southampton.gov.uk	
Director	Name:	Stephanie Ramsey	Tel: 023 8029 6941
	E-mail:	Stephanie.ramsey@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY	
None	
BRIEF SUMMARY	
<p>Community Chest is the council's small grant scheme and currently awards grants of up to £2,500 to community groups in the city. Grants are awarded twice a year under delegated authority to the Cabinet Member for Communities, Culture and Leisure, following recommendations from the cross-party Community Chest Grant Advisory Panel. The budget for the year is £100,000, which is divided approximately equally between the two rounds.</p> <p>Applications are accepted from local community groups and small voluntary organisations for a wide range of projects which contribute at least one to the council's four priority outcomes.</p>	
RECOMMENDATIONS:	
	(i) To agree the recommendations made by the cross-party Community Chest Grant Advisory Panel
REASONS FOR REPORT RECOMMENDATIONS	
1.	All the applications have been considered by the cross-party Community Chest Grant Advisory Panel, which has made recommendations on which should receive funding.
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	
2.	None
DETAIL (Including consultation carried out)	
3.	Community Chest is the council's small grants scheme and has been running for more than 30 years. It is periodically reviewed to ensure it continues to meet the needs of local community groups. In 2016 it was proposed to create a cross-party panel of councillors to make Community Chest grant recommendations to the Cabinet Member for Communities, Culture and Leisure and to increase the budget to £100,000. Following public consultation between November 2017 and February 2018, these changes have been

	implemented for 2017/18.
4.	Each application is first checked by an officer to ensure both the project and the applicant meet the Community Chest criteria and minimum standards for grant funding. Further information or clarification is requested where necessary. All applications are then submitted to the cross-party Community Chest Grant Advisory Panel for consideration. This is the first round of Community Chest grants to follow this new process.
5.	Applications for round one of the 2017/18 Community Chest grant scheme were submitted by 15 May 2017. We received 27 applications totalling £56,954. The Community Chest Grant Advisory Panel met on 21 June 2017 to consider all 27 applications.
6.	The Grant Advisory Panel has recommended full or partial funding for 25 applications, totalling £48,816. Of the two applications that are not being recommended for funding: <ul style="list-style-type: none"> • One did not supply the requested supporting documents, despite an additional reminder to do so • One has been deferred to the next round for consideration as the project has not yet started.
7.	A full list of the recommendations is attached at Appendix 1.
8.	The second round of Community Chest grants 2017/18 is open for applications, with a deadline of 31 October 2017.
RESOURCE IMPLICATIONS	
<u>Capital/Revenue</u>	
9.	The total Community Chest budget for the year is £100,000, split approximately equally between two rounds. The recommendations for round one total £48,816, leaving £51,184 for the second round of grants. This is within the allocated budget.
<u>Property/Other</u>	
10.	None
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
11.	The legal power for the Council to establish, administer and make awards from the Community Chest grant fund is provided by the Localism Act 2011. Subject to certain statutory restrictions, none of which apply in this case, Section 1 gives the Council “power to do anything that individuals may do”.
<u>Other Legal Implications:</u>	
12.	None
RISK MANAGEMENT IMPLICATIONS	
13.	The risks of fully funding, part funding or not funding each application were considered as part of the Grant Advisory Panel’s discussions. The recommendations listed in Appendix 1 are considered to be low risk.
POLICY FRAMEWORK IMPLICATIONS	

14.	The recommendations in this paper support the delivery of the Sustainable Community Strategy (City Strategy), the Council Strategy 2016-2020, key partnership strategies such as the Safe City Strategy and the Health and Wellbeing Strategy as well as Level 1 strategies of the Council.
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KEY DECISION?	No
WARDS/COMMUNITIES AFFECTED:	All

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SUPPORTING DOCUMENTATION

Appendices

1.	List of recommendations for Community Chest grant 2017/18 Round 1
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Documents In Members' Rooms

1.	None
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2.	
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Equality Impact Assessment

Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.	No
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Privacy Impact Assessment

Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.	No
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Other Background Documents

Other Background documents available for inspection at:

Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
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List of recommendations for Community Chest grant 2017/18 Round 1

No.	Organisation	Towards	Requested	Nbr beneficiaries	% beneficiaries who are Soton residents	Ward	Aims and objectives of organisation (from application form)	Priority outcomes	Panel Comments	Panel Recommended Amount
Children and young people get a good start in life										
1	Southampton Opportunity Group	Towards a replacement computer and printer, venue hire costs and staff training (First Aid and Child Protection).	£2,190	37	100%	City Wide	The main aim of the group is to provide structured and individualised play sessions for pre-school children who have additional needs. This not only helps the children develop but it also allows the parents/carers some much needed respite. Sites at Hardmoor Early Years Centre and Thornhill Sure Start.	2. Children and young people get a good start in life	Recommendation: Fully fund Good application	£2,190
4	Friends of Lordwood Park	Towards the costs of a community event to celebrate the opening of their new play park (including, decorations, bouncy castle, entertainment, t-shirts for committee members, and a Friendship Tree)	£2,060	Over 2000	100%	Coxford	We are a Constituted "Friends of" Group based in Lordwood, Southampton. We have been successful in applying for funding in order to purchase a much needed new play park. Our objective is to unite the community and make a difference to young people's lives for this and future generations.	2. Children and young people get a good start in life	Recommendation: Defer to next round As work on the play park had not begun at the time of the application and the event will likely not be until the spring of 2018, the Panel recommends this application is deferred to the next round for consideration.	Defer
5	Southampton Short Mat Bowls Club	Towards the costs of two new or second-hand short mat carpets, scoreboards, wooden fenders, and delivery foot mats.	£1,383	40 plus	95%	City Wide	We play short mat bowls for recreation and invite non-bowlers to join and learn a new sport.	2. Children and young people get a good start in life	Recommendation: Fully fund Good application	£1,383
7	National Childbirth Trust Southampton	Towards the costs of weekly playgroups in Swaythling and Townhill Park (including hall hire, toys, materials for 'messy' play, gazebos for outdoor play and publicity materials).	£2,042	900	100%	City Wide	The NCT vision is that no parent is to be isolated and all parents are supported to build a stronger society. The local branch supports local families through groups, events and peer support through the most all aspects of parenting.	2. Children and young people get a good start in life	Recommendation: Fully fund Good application	£2,042
8	Team Lightning Trampoline Club	Towards the costs of coaching courses for volunteers, equipment and hall hire at Chamberlayne Leisure Centre.	£2,145	30+	100%	City Wide	Trampoline and Double mini trampoline club	2. Children and young people get a good start in life	Recommendation: Decline Applicant did not submit required supporting documents.	£0
9	New Dawn Child Contact Centre (NDCCC)	Towards the costs of hiring two halls for three hours every other Saturday.	£2,496	50	99%	City Wide	We provide a safe, impartial and friendly space where children of separated or divorced families can have contact with non-resident parents supported by volunteers for 2 hours every other Saturday morning. We provide age appropriate toys and games and free refreshments. We have run continuously since Feb 2004.	2. Children and young people get a good start in life	Recommendation: Fully fund Good application	£2,496
15	St Peters Preschool	Towards the costs refurbishing the outdoor play area, including toys and a shelter and providing messy play clothing at new site in Coxford.	£2,473	up to 100	100%	Coxford	We are a non profitable pre school that serve the local community and support families in a deprived area of the city.	2. Children and young people get a good start in life	Recommendation: Fully fund Good application	£2,473
26	Soccer 4 All Youth Football Club	Towards the costs of setting up new children's futsal sessions at the Sports Centre, including equipment, coaching, venue hire and publicity.	£1,343	80	100%	City Wide	We are a grassroots football club offering football and futsal for all abilities from three and a half up to under 13.	2. Children and young people get a good start in life	Recommendation: Fully fund Good application	£1,343
Requested sub-total			£16,132						Recommended sub-total	£11,927

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No.	Organisation	Towards	Requested	Nbr beneficiaries	% beneficiaries who are Soton residents	Ward	Aims and objectives of organisation (from application form)	Priority outcomes	Panel Comments	Panel Recommended Amount
People in Southampton live safe, healthy, independent lives										
6	Kipling Court Gardening Club	Towards the costs of building raised planters to improve the area around the flats and seating area (including timber, top soil and plants).	£2,133	41	100%	Woolston	Our aims are to get the elderly residents to improve their health and wellbeing by getting them out in the fresh air to take part in gardening and social activities. We have arranged BBQs and tea parties, so that they are able to get to know each other.	3. People in Southampton live safe, healthy, independent lives	Recommendation: Part fund More applications have been received than can be funded and the Panel felt this project could still be achieved with a little less funding and therefore suggest funding a contribution instead.	£1,500
11	Chrysalis	Towards venue hire and printer cartridges.	£2,236	50	100%	City Wide	We support Female to Male/ Male to Female persons with gender identity issues. We provide counselling, advice and support together with information, education and access to training to third parties. We run a twice monthly meeting group, a weekly drop-in centre, and a family support group in Southampton.	3. People in Southampton live safe, healthy, independent lives	Recommendation: Fully fund Good application	£2,236
12	Merryoak Computer Club	Towards the costs of venue hire for the year	£2,500	35 +	100%	Peartree	We aim to provide affordable and sympathetic help with understanding the use of computer devices. Opportunities to learn how to raise Word documents, photograph management, tracing family history, use of spread sheets are all popular topics alongside using social media.	3. People in Southampton live safe, healthy, independent lives	Recommendation: Fully fund Good application	£2,500
13	Trans for the Future	Towards the costs of room hire twice a month for regular meetings and workshops.	£720	80	95%	City Wide	We support and teach people who are, or planning to be, or are transitioning transgenders and their families to live as inconspicuously and as safely as possible through talks, peer support and teaching workshops. We try to make the meetings informal but formative.	3. People in Southampton live safe, healthy, independent lives	Recommendation: Fully fund Good application	£720
14	Shirley Warren Working Together	Towards the costs of community consultation events, clean-up days, and a 'Money Saving' event (including marquee, skip hire, publicity, materials and basic refreshments).	£2,500	200-2,000	100%	Shirley	Shirley Warren Working Together (SWWT) aims to 1) Make SW a better place by providing activities such as a community café and clean ups; 2) Give SW a voice in the things that happen in the community by working with the local councillors and agencies such as CAB and health and 3) Save energy by helping people be better informed and more efficient about energy.	3. People in Southampton live safe, healthy, independent lives	Recommendation: Fully fund Good application	£2,500
16	Nature Therapy CIC	Towards the costs of a replacement pop-up tent for workshops for both children (anti-bullying) and adults (mental health and dementia).	£2,500	1000	100%	City Wide	Nature Therapy CIC is an award winning not for profit voluntary enterprise aimed at improving lives through sensory experiences in the natural world. We deliver a range of unique and innovative programmes aimed at nourishing minds by connecting with nature.	3. People in Southampton live safe, healthy, independent lives	Recommendation: Fully fund Good application	£2,500
17	Capable Creatures	Towards general running costs including, insurance, volunteer expenses, t-shirts and photo ID to identify volunteers and printer cartridges.	£2,500	80	100%	City Wide	We are a User Led Organisation supporting clients, with mental health conditions, to train their own dogs as Emotional Support Dogs. This enables clients to develop confidence and live independent, fulfilling lives. Our series of Peer Support walks and activities provides additional support, advice and friendship.	3. People in Southampton live safe, healthy, independent lives	Recommendation: Fully fund Good application	£2,500

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18	Black Heritage	Towards the costs of replacing chairs, AGM costs and basic stationery.	£973	30	98%	City Wide	Black Heritage is a support group aimed at member of the African Caribbean community in Southampton. We provide social, educational and cultural and other activities which serve to interest and stimulate our members.	3. People in Southampton live safe, healthy, independent lives	Recommendation: Fully fund Good application	£973
19	The Cultural Balance	Towards the costs of workshops for women, including insurance, venue hire, basic stationery, publicity, training for committee members and information brochure for attendees.	£1,969	500	100%	City Wide	Bring together women from different communities and backgrounds to raise awareness and understanding of each others lives. Create safe meetings with women suffering from abuse, promote women's empowerment, self confidence, positivity. Create activities for young women within BAMER groups to encourage independent thinking and personal growth.	3. People in Southampton live safe, healthy, independent lives	Recommendation: Fully fund Good application	£1,969
21	UK Shaolin Temple	Towards the costs of setting up a Chinese Tea Club including equipment, tea, meditation cushions, reference books and Mah Jong sets.	£2,500	2000 to 3000	98%	City Wide	Our organisation shares Chinese culture and the activities of the Shaolin tradition with people in the UK. This includes health and wellbeing activities such as Shaolin Kung Fu, Tai Chi and Qi Gong. Also included are cultural activities like mindfulness, language studies, Chinese art and philosophy particularly Chan Buddhism.	3. People in Southampton live safe, healthy, independent lives	Recommendation: Part fund More applications have been received than can be funded and the Panel felt this project could still be achieved with a little less funding and therefore suggest funding a contribution instead.	£1,500
25	SoCo Music Project	Towards the costs of sessional staff for creative music sessions for vulnerable adult groups with learning difficulties.	£2,500	24	100%	City Wide	At SoCo Music Project we're passionate about making a difference by providing positive, creative opportunities for vulnerable young people and adult groups. Over the last seven years we have worked with thousands of people and delivered hundreds of unique and inspiring projects, from early years storytelling to major music events.	3. People in Southampton live safe, healthy, independent lives	Recommendation: Fully fund Good application	£2,500
27	Parkinson's UK Solent Early Onset Branch	Towards the costs (50%) of travel to exercise classes and branch meetings (other 50% to be paid by attendees and local branch).	£2,500	40 plus carers	100%	City Wide	Parkinson's UK Solent Early Onset Branch provides social and physical activities to help keep the lives of people affected by Parkinson's Disease bearable & active. These include Speech Therapy, Exercise, Tai Chi, a Choir and monthly meetings.	3. People in Southampton live safe, healthy, independent lives	Recommendation: Fully fund Good application	£2,500
Requested sub-total			£25,531						Recommended sub-total	£23,898
Southampton is an attractive and modern city where people are proud to live and work										
2	Fiesta FM Community Radio CIC	Towards the costs of IT/broadcasting equipment and publicity for community radio station broadcasting in English, Spanish and Portuguese.	£2,500	Up to 5000	90%	City wide	To promote for the benefit of the inhabitants of Southampton (particularly of Latino origin) the provision of a community radio as a recreational facility for individuals by reason of their youth, age, infirmity or disablement, socioeconomic circumstances or for the public at large in the interests of social welfare.	4. Southampton is an attractive and modern city where people are proud to live and work	Recommendation: Part fund More applications have been received than can be funded and the Panel felt this project could still be achieved with a little less funding and therefore suggest funding a contribution instead.	£2,000

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No.	Organisation	Towards	Requested	Nbr beneficiaries	% beneficiaries who are Soton residents	Ward	Aims and objectives of organisation (from application form)	Priority outcomes	Panel Comments	Panel Recommended Amount
3	Pakistan Welfare Association	Towards the costs of a community event on 14 August 2017 (including venue hire, costumes, food and drink, publicity and artists)	£2,300	300	100%	City Wide	The charity's objects (objects) being primarily for the benefit of communities who are living in Southampton are; A) the advancement of education for the public benefit. B) the relief and prevention of poverty. C) the relief of unemployment, primarily by providing careers advice and guidance.	4. Southampton is an attractive and modern city where people are proud to live and work	Recommendation: Part fund More applications have been received than can be funded and the Panel felt this project could still be achieved with a little less funding and therefore suggest funding a contribution instead.	£1,500
10	Southampton Pride CIC	Towards the costs of the Pride Festival (including toilets, insurance and bins).	£2,500	5000 +	100%	City Wide	We organise a free family Pride festival, open to the LGBT+ community, their friends, family, and community, providing entertainment in an inclusive and diverse environment.	4. Southampton is an attractive and modern city where people are proud to live and work	Recommendation: Fully fund Good application	£2,500
20	Southampton Arts Centre	Towards the costs of staging a 3 month exhibition on the late Des Francis (a Southampton resident) at the K6 Gallery.	£1,474	700	80%	City Wide	We aim give opportunities to local artists to develop their careers as well as programme exciting and engaging exhibitions in our unusual gallery space to attract more people to the arts. Its hoped that the gallery greatly improves the neighbourhood and makes the city more attractive.	4. Southampton is an attractive and modern city where people are proud to live and work	Recommendation: Fully fund Good application	£1,474
22	Sholing Valleys Studio Centre	Towards the costs of publicity to showcase their work, including information leaflets with a map of the nature reserve.	£1,657	8000	95%	Sholing	Our main aims are to educate, engage, and enrich through nature. We manage Miller's Pond Local Nature Reserve, and the surrounding habitats in Sholing Valleys. Our activities seek to improve people's health and wellbeing whilst increasing their awareness and appreciation of their local environment.	4. Southampton is an attractive and modern city where people are proud to live and work	Recommendation: Fully fund Good application	£1,657
23	The Southampton Collective CIC	Towards the costs of sessional staff time to develop the organisation to be resilient and inclusive.	£2,360	2000	100%	City Wide	We encourage more sustainable, creative and healthy communities in Southampton by providing a community development role, accountable body service and associated support for other projects and groups in the city that have complementary aims. Our recent projects include: Tiger Yard pop up shop, TEDx Southampton (a programme of inspiring talks) and the community festival, Riverfest.	4. Southampton is an attractive and modern city where people are proud to live and work	Recommendation: Fully fund Good application	£2,360
24	Mansbridge Residents Association	Towards the costs of a community gardening project, including raised beds, tools, top soil, session leader and publicity.	£2,500	1000 +	100%	Swaythling	We are a Resident's Association, working to bring local community members together to promote a sense of pride in the area, support people to achieve, tackle local issues, develop and improve the local environment.	4. Southampton is an attractive and modern city where people are proud to live and work	Recommendation: Part fund More applications have been received than can be funded and the Panel felt this project could still be achieved with a little less funding and therefore suggest funding a contribution instead.	£1,500
Requested sub-total			£15,291						Recommended sub-total	£12,991

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Priority	Requested	Panel Recommendation
1	£0	£0
2	£16,132	£11,927
3	£25,531	£23,898
4	£15,291	£12,991
	£56,954	£48,816
	Budget	£100,000
	Remainder for Rd 2	£51,184

Priority outcomes

1. Southampton has strong and stable economic growth
2. Children and young people get a good start in life
3. People in Southampton live safe, healthy, independent lives
4. Southampton is an attractive and modern city where people are proud to live and work

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Suggested Conditions (where applicable)
Request the group updates its equality and diversity policy to reflect current legislation.
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We would like the group to target their publicity for new members in areas of deprivation.

Suggested Conditions (where applicable)
Suggest the group contacts local shops, DIY stores and garden centres for additional support.
We would like the group to work with the council and other clubs and providers across the city on supporting residents through digital transformation.
The group needs to develop a safeguarding adults policy.
The group is requested to provider assurance of appropriate storage to avoid (as far as possible) a repetition of the tent being damaged again.

Suggested Conditions (where applicable)
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<p>The funding is for the benefit of Southampton city residents only and cannot be passed to the central organisation. If it cannot be used for activities in the city of Southampton it must be returned.</p>

Suggested Conditions (where applicable)
<p>Advice (not a condition): As a successful applicant this year the group will not be able to apply again next year, and therefore should consider how they could develop more sustainable funding in the long term.</p>
<p>Page 103</p>
<p>Suggest the group contacts local shops, DIY stores and garden centres for additional support.</p>

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