

Public Document Pack

Council

Wednesday, 15th February,
2017
at 2.00 pm

MEMBERS' ROOM DOCUMENTS

This meeting is open to the public

Members

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MEMBERS' ROOM DOCUMENTS

Agendas and papers are now available via the Council's website

- a) The Revised Medium Term Financial Strategy 2017/18 to 2020/21 Including the General Fund Revenue Budget (Pages 1 - 100)

Members Room Documents

Tuesday, 7 February 2017

SERVICE DIRECTOR, LEGAL AND
GOVERNANCE



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.

Outcome	Southampton is a modern, attractive city where people are proud to live and work
Code	AMC 1
Name or Brief Description of Proposal	Review of the free parking at district centre car parks.
Brief Service Profile (including number of customers)	
<p>Parking Services is responsible for the provision, management, maintenance and enforcement of all on-street parking activities in the City and many off street facilities. These include:</p> <ul style="list-style-type: none"> • 1,500 Pay and Display bays in the City Centre. • 80 Pay and Display bays around the Common and the General Hospital. • 5 Multi Storey Car Parks with 2,800 spaces. • 30 surface car parks with 2,100 spaces. • 21 suburban car parks. • 1,300 residents disabled parking bays. • 23 residents parking zones. • 3.5M parking transactions per year • Annual income On and Off Street circa £11M per year. • 40,000 Penalty Charge Notices are issued each year. <p>Parking Services provides a service that has an impact on all residents, visitors and businesses in the City.</p>	
Summary of Impact and Issues	
<p>Currently in District Centre car parks, parking is free for up to 5 hours with a single charge of £5.50 a day thereafter. The car parks affected would be:</p> <ul style="list-style-type: none"> • Angel Crescent (SO18) • Howards Grove (SO15) 	

<ul style="list-style-type: none"> • Lances Hill (SO18) • Marlborough Road North (SO15) • Oakbank Road (SO19) • Westridge Road (SO17) • Whites Road (SO19). 	
Potential Positive Impacts	
<p>The reduction of the free period to 2 hours would ensure that customers to local businesses retained free parking.</p> <p>Reducing the free parking period would encourage the turnover of spaces to the benefit of local businesses. In addition the proposal would generate additional income from those customers who wanted to park their vehicles for longer, contributing towards the upkeep of the car parks.</p> <p>In addition, the introduction of Pay and Display ticket use by all customers (free up to 2 hours then with a gradually increasing scale of charges to a maximum of £5.50 for 5 hours and over) would make the enforcement process more efficient with one visit to check tickets at each car park sufficient to identify contraventions freeing up resources to encourage compliance in other areas.</p>	
Responsible Service Manager	Rosie Zambra Regulatory Services Manager (Commercial)
Date	13 October 2016
Approved by Senior Manager	Mitch Sanders Service Director - Transactions & Universal Services
Date	13 October 2016

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions
Age	No identified negative impacts.	N/A
Disability	Blue badge holders will still be able to park free under current Council policy.	
Gender Reassignment	No identified negative impacts.	N/A
Marriage and Civil Partnership	No identified negative impacts.	N/A
Pregnancy and Maternity	No identified negative impacts.	N/A
Race	No identified negative impacts.	N/A
Religion or Belief	No identified negative impacts.	N/A
Gender	No identified negative impacts.	N/A

Impact Assessment	Details of Impact	Possible Solutions
Sexual Orientation	No identified negative impacts.	N/A
Community Safety	No identified negative impacts.	N/A
Poverty	No identified negative impacts.	N/A
Other Significant Impacts	Would impact on local workers.	A low cost season ticket for local workers would be a possible solution.

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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.

Outcome	Southampton is a modern, attractive city where people are proud to live and work
Code	AMC 2 (i)
Name or Brief Description of Proposal	Reduce the number of Environmental Health services (Registration Services).
Brief Service Profile (including number of customers)	
<p>The proposal is to reduce birth and death registration appointments in favour of income generating customer interactions.</p> <p>The Registration Service provides a customer focused statutory service to register births, still births, marriages, civil partnerships and deaths and maintains the registers of these events. The service plays a vital role in securing and protecting basic human rights and supporting community wellbeing and social inclusion. Information from birth and death registration is essential to the monitoring of the health of the nation.</p> <p>The service conducts civil marriages, civil partnerships and other celebratory services across many venues in the city. They also advise the public on obtaining certificates from other parts of the UK, accessing the adoption and persons born abroad registers, they maintain the register of approved venues for marriage and civil partnerships, and conduct Citizenship Ceremonies. The Registration Office in Bugle Street is a designated office under the provisions of the Immigration and Asylum Act and attests notice of marriage and civil partnership for people subject to immigration control and live outside the city. They also provide a Nationality and Passport Checking Service and a Tell Us Once Service for deaths. The service undertook 5,815 birth and 2,791 death registration appointments in 2015-16.</p>	

Summary of Impact and Issues

Birth and death registration appointments are available Monday – Friday at the Bugle Street offices and can be booked online. Birth registration appointments are of 20 minute duration and death registration appointments of 30 minutes duration.

The General Register Officer have set National Key Performance Indicator (KPI) standards for birth and death registration appointments:-

- 95% Births within 5 working days of request.
- 95% Stillbirths within 2 working days of request.
- 95% Deaths within 2 working days of request.

In 2015/16, the service attained achievement levels of:-

- 92% for Birth registrations;
- 86.5% for Death registrations.

This proposal may lead to longer waiting times for appointments and will reduce the number of birth and death registration appointments available each day, 6 death or 9 birth, and create capacity for providing additional income generating appointments such as Notice of Marriage or Nationality & Passport Checking Service.

There is a strong probability that achievement levels against KPI targets will reduce as a result of this proposal.

Potential Positive Impacts

The number of available appointments for income generating activities such as Notice of Marriage and Nationality & Passport checking would increase, with the potential to increase income by approximately £54,600 per year.

Responsible Service Manager	Linda Francis Service Lead - Libraries, Registration & Bereavement
Date	11 October 2016
Approved by Senior Manager	Mitch Sanders Service Director - Transactions & Universal Services
Date	14 October 2016

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	No identified negative impacts.	N/A
Disability	No identified negative impacts.	N/A
Gender Reassignment	No identified negative impacts.	N/A
Marriage and Civil Partnership	No identified negative impacts.	N/A
Pregnancy and Maternity	No identified negative impacts.	N/A
Race	No identified negative impacts.	N/A
Religion or Belief	Communities wishing to register a death for a 'same day' burial or cremation may find that appointments are not immediately available which will delay the funeral.	A limited number of walk in appointments might be available if not pre-booked for income generating activities.
Sex	No identified negative impacts.	N/A
Sexual Orientation	No identified negative impacts.	N/A
Community Safety	No identified negative impacts.	N/A
Poverty	A delay in registering a birth could lead to a delay in receipt of Child Benefit payments which will negatively impact on those families with limited income.	A limited number of walk in appointments might be available if not pre-booked for income generating activities
Other Significant Impacts	No identified negative impacts.	N/A

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Equality and Safety Impact Assessment

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Outcome	Southampton is a modern, attractive city where people are proud to live and work
Code	AMC 2 (ii)
Name or Brief Description of Proposal	<p>Reduce the number of Environmental Health services (Port Health).</p> <p>Cease weekend and evening working in Port Health. This will mean a reduction in Official Veterinary Surgeon (OVS) hours and the removal of the Port Health shift system. However it is still proposed to retain the out of hours on call system and cover the provision of Ship Sanitation Certificates on an overtime/Time Off In Lieu (TOIL) basis.</p>
Brief Service Profile (including number of customers)	
<p>Southampton Port is the second largest container Port in the UK and the largest Cruise Ship Port. The Port Health Team deals with: All consignments of food (fish, meat, and non-animal products) and Balai (animal products not for human consumption) which are imported into the European Union are required to be subjected to official controls at the Point of Entry.</p> <p>These controls are expected to be carried out by qualified and competent staff. Meat and Balai products are carried out by an Official Veterinary Surgeon whilst all other products are carried out by a qualified Port/Environmental Health Officer.</p> <p>The controls required to be done include documentary, identity and physical checks which can involve sampling of foods and Balai products. The relevant controls are stipulated by the European and set out in specific legislation. The controls are in place in order to protect animal and public</p>	

health.

Due to the serious consequences of such official controls not being conducted this could result in the spread of serious animal and or public health diseases e.g. Foot and Mouth.

Verification audits are regularly carried out on this service by the Food and Veterinary Office (FVO, European Commission) the Food Standards Agency (FSA) and the Animal and Plant Health Agency to ensure those controls are taking place at the Border Inspection Post.

Port Health deal with hundreds of importers on an annual basis and have approximately 70 import agents who progress the clearance of these products on behalf of importers. All the official controls carried out allow cost recovery. Port Health also are required to ensure Food Hygiene inspections are carried out on all high risk passenger vessels using the port to ensure that the statutory inspection programmes are maintained. These often can coincide with the provision of Ship Sanitation Exemption Certificates for which a fee is collected.

Port Health are also required to control the spread of infectious disease on both incoming vessels into the Port and aircraft arriving into Southampton Airport. It is a requirement of the Master/Captain of a vessel/aircraft to notify the Port Health Authority in advance of arrival of any suspected infectious disease on board.

Port Health then work with Public Health England to ensure appropriate control are managed and put in place to prevent the spread of disease into Southampton and surrounding areas. The Port has thousands of visiting merchant vessels every year and carries out on average 25-30 cruise ship inspections annually. During 2015 a total of 119 ship sanitation exemption certificates were carried out.

Currently the office is open Monday to Friday 7:30am – 9:00pm and Saturday 8:00am – 4:00pm. Outside of this time officers are on standby to deal with any infectious disease reported concerns on incoming vessels. The OVS contract currently provides for a vet to work Monday to Friday for 8 hours each day and 4 hours on a Saturday.

Summary of Impact and Issues

Ceasing the Saturday working will mean inspections on Saturdays would not be carried out until Monday increasing the weekday inspection programme. Delays on the clearance of containers are likely to be experienced, thus delaying the removal of consignments from the port for some importers. The labour force employed by Dubai Ports and deployed to assist the Port Health staff to carry out inspections would not be required on a Saturday. Ceasing evening working after 6.30 pm could result in a build-up of work that is undertaken by two officers who currently work to 9.00pm. In order to maintain the provision of Ship Sanitation Exemption Certificates at weekends, overtime arrangements would need to be

agreed.

Staff working on the Port Health Shift System currently receive 10% of salary, which would be removed saving £40,000 ongoing. The reduction in OVS hours will potentially mean a heavier workload for the Monday Vet in relation to inspections and the amount of documentary checks needed to be undertaken. This could lead to a loss of importers who may experience a delay in clearance of their consignments and wish to move their business to other Ports resulting to a reduction in income.

Potential Positive Impacts

There would be two additional Port Health staff attending the office on a Monday (currently shift leave to compensate for Saturday working). This would assist in dealing with the additional workloads that may have built up over the weekend.

The team would be expected to cover work between 07:30am hours and 6:30pm hours providing additional resources earlier in the day to assist with workloads.

Responsible Service Manager	Rosie Zambra Regulatory Services Manager (Commercial)
Date	13 October 2016
Approved by Senior Manager	Mitch Sanders Service Director - Transactions & Universal Services
Date	14 October 2016

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	No identified negative impacts.	N/A
Disability	No identified negative impacts.	N/A
Gender Reassignment	No identified negative impacts.	N/A
Marriage and Civil Partnership	No identified negative impacts.	N/A
Pregnancy and Maternity	No identified negative impacts.	N/A
Race	No identified negative impacts.	N/A
Religion or Belief	No identified negative impacts.	N/A
Sex	No identified negative impacts.	N/A

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Sexual Orientation	No identified negative impacts.	N/A
Community Safety	No identified negative impacts as all statutory requirements in relation to official controls on imports will still be maintained. All statutory requirements in relation to the control of infectious disease out of hours will remain in place.	N/A
Poverty	No identified negative impacts.	N/A
Other Significant Impacts	The potential increase in trade through the port impacting on increased workloads to ensure clearance of consignments can be dealt with in direct competition with other UK and EU ports to ensure we do not lose trade to our competitors.	Increased trade will allow us to increase income which will allow us to employ additional staff including vets who currently have a contract which is flexible. Approach our Commercial Partner (DP Ports) to see if they would consider funding the Port Health Shift system.



Equality and Safety Impact Assessment

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Outcome	Southampton is a modern, attractive city where people are proud to live and work
Code	AMC 3
Name or Brief Description of Proposal	<p>Joining together the Parks and Open Spaces and some Housing teams to work more efficiently.</p> <p>This proposal is about a service redesign to enable income generation but will result in a reduced service in parks outside the city centre and the Common.</p> <p>This includes:</p> <ul style="list-style-type: none"> • joining together housing and grounds maintenance teams, • identifying overlaps and reducing post numbers in parks teams; • increasing income and reviewing the frequency of maintenance and alternative provision and funding, • utilising other funding sources wherever appropriate.
Brief Service Profile (including number of customers)	
<p>The Parks and Grounds Maintenance team currently delivers the following activities in support of sustaining and developing Southampton as a ‘green city’:</p> <ul style="list-style-type: none"> • Management and stewardship of parks resources and assets • Grass maintenance • Shrub & hedge maintenance • Litter removal and disposal 	

- Seasonal bedding & floristry
- Sports pitch maintenance
- Service Level Agreements (SLAs) for Housing and Schools grounds maintenance
- Tree management, risk assessment, maintenance and planning advice
- Landscape design & construction
- Play area design, installation, inspection & maintenance
- Stewardship of SSSI's, SINCS, and areas of importance for wildlife
- Conservation of biodiversity, and provision of ecological advice to other departments and key stakeholders
- Allotment provision & maintenance
- Capital improvements programme
- Supporting Friends and Community Groups
- Promotion and interpretation of the city's parks and green spaces
- Green space policy development, communication and green infrastructure planning
- Provision of community events and support of large events and festivals
- Design, installation and maintenance of specialist horticultural features
- Cafes and concessions.

District Teams carry out grounds maintenance activities (e.g. grass cutting, hedge maintenance, shrub maintenance, weed control, litter picking and bin emptying, play area inspections) within the city's parks and green spaces on behalf of range of land-holders including Housing, Highways, Leisure, Children's Services and Property Services.

Specialist Citywide Teams provide Parks maintenance, maintenance to sports pitches and schools grounds, Landscape services, Tree Services, Allotment services, Ecology services, Environmental education (Forest Schools), Park improvement and Play Area services.

These services are supplied to standards currently published to customers through the team's 'Service Promises'. Current public satisfaction levels with the city's parks and green spaces stand at 82%, (a reduction of 9% since 2013/14) there are currently over 25 Friends groups actively engaged in helping improve their local green spaces.

The service is provided city wide to all residents and visitors to the city.

Summary of Impact and Issues

Due to reduced levels of staff and resourcing, standards of maintenance within non- Housing Revenue Account (non-HRA) areas will reduce from currently delivered levels and 'Service Promises' will need to be significantly re-developed.

<p>Central Parks and The Common will continue to be maintained at a standard but this is likely to have greater impacts on the remaining 49 parks within the city.</p> <p>Reduced maintenance standards will have an impact on our ability to retain and achieve new Green Flag Awards (currently there are 9 parks being maintained at a standard which achieves Green Flag status).</p> <p>Reduced maintenance to Sites of Alternative Natural Greenspace (SANGs) is highly likely to result in objections to housing schemes from Natural England as it forms part of the mitigation for increased population and its impact on European protected sites.</p>	
Potential Positive Impacts	
None.	
Responsible Service Manager	Nick Yeats Landscape and Development Manager
Date	12 October 2016
Approved by Senior Manager	Paul Juan Acting Service Director – Adults, Housing and Communities
Date	13 October 2016

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	The elderly and families with young children particularly benefit from the opportunity parks present for free, healthy and sociable recreation and exercise, and therefore may be disproportionately impacted by any significant reduction in maintenance standards of local parks and green spaces.	Work with users and Friends groups to ensure facilities offered by local parks and green spaces that are most valued by local users are identified and safeguarded, and that opportunities for local volunteers to actively engage in care of green spaces are identified in management plans and fully supported.
Disability	Encroaching vegetation has the potential to restrict use by disabled users.	Set up reactive team to deal with worst areas of encroachment and growth to keep routes open and compliant with

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
		Equality Act 2010 wherever possible.
Gender Reassignment	No identified negative impacts.	N/A
Marriage and Civil Partnership	No identified negative impacts.	N/A
Pregnancy and Maternity	No identified negative impacts.	N/A
Race	No identified negative impacts.	N/A
Religion or Belief	No identified negative impacts.	N/A
Sex	No identified negative impacts.	N/A
Sexual Orientation	No identified negative impacts.	N/A
Community Safety	<p>Reduced standards of maintenance and less money available for the upkeep of parks infrastructure could be perceived as parks being less well cared for.</p> <p>If not carefully managed this potential, combined with a reduction of a visible staff presence in parks could lead to an undermining of the public's perception of parks as safe places to be and potential increases in levels of Anti-Social Behaviour (ASB).</p> <p>Longer grass is likely to make clearance of dog waste more difficult for owners and therefore there is likely to be more dog waste in parks. Longer grass will also make it more difficult to identify hazards, such as broken glass, which could put users at risk.</p> <p>Overgrown bushes have the ability to harbour drug dens</p>	<p>Ensure effective local networks are in place with Police and local Police Community Support Officers (PCSO's), to ensure local intelligence from staff and users relating to community safety issues are quickly acted on.</p>

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
	and reduced staff numbers will mean a reduction in the ability to clear needles in a timely manner, placing users at risk.	
Poverty	Individuals or families on low incomes particularly benefit from the opportunity parks present for free, healthy and sociable recreation and exercise, and therefore may be disproportionately impacted by any significant reduction in maintenance standards of local parks and green spaces.	<p>Work with users and Friends groups to ensure facilities offered by local parks and green spaces that are most valued by local users are identified and safeguarded, and that opportunities for local volunteers to actively engage in care of green spaces are identified in management plans and fully supported.</p> <p>Continue to direct developer contributions to provide quality facilities within the city's parks that are free at the point of delivery and appeal to all ages and sectors of the local community.</p>
Other Significant Impacts	No identified negative impacts.	N/A

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Equality and Safety Impact Assessment

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Outcome	Southampton is a modern, attractive city where people are proud to live and work
Code	AMC 4
Name or Brief Description of Proposal	Introduce Alternate Weekly Collections (AWC) of recycling and residual waste collections.
Brief Service Profile (including number of customers)	
The Waste Collection Service has an operating budget of £3.558M made up of £7.779M in costs minus £4.221M in income and has a staffing level of approximately 151. The number of vehicles in the fleet is 44, travelling an annual mileage of around 262,600 miles. Fuel used per year is approx. 507,000 litres of diesel with the fleet averaging 0.92 gallons (4.18 litres) per mile. There are 18 vehicles and crews currently providing weekly residual and two weekly recycling collections.	
Summary of Impact and Issues	
Alternative Weekly Collections (AWC) would involve residents in houses moving from a weekly collection of household waste to a collection of household waste one week and the collection of recycling the next week. This would mean residents would have to store their household waste for two weeks rather than one week. This removes a pressure that provide a saving. It will lead to increased recycling rates and reduced disposal costs.	
There may be a need to raise public awareness about the benefits as this is been in operation in many councils. It is recognised that there needs to be public education and awareness to assist with changing public perceptions about hygiene/smell etc., additional side waste, contamination of recycling bins as residents use these to store residual waste.	

Potential Positive Impacts	
Reduction in collection and disposal costs to the council. A reduction in the number of refuse collection vehicles in use and the corresponding reduction in wear and tear on the roads and vehicle emissions, which will support the Council's Clean Air Strategy. The move to AWC would increase and encourage recycling and reduce the amount of waste requiring disposal which would have a positive impact on the environment. The estimated reduction in fuel would be approx. 38,000 litres per year. It is estimated that the recycling rate will increase by up to 5-7% as a result of moving to a household waste collection every two weeks.	
Responsible Service Manager	David Tyrie Service Lead – Waste, Fleet & Street Cleansing
Date	14 October 2016
Approved by Senior Manager	Mitch Sanders Service Director - Transactions & Universal Services
Date	14 October 2016

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	Not able to present bins for collection on days required and there is no-one in household able to do this. There is not enough household waste bin capacity for needs.	Assisted collections would remain in place and any additional requests would be reviewed taking into account the additional weight of bins and their contents. If there are households with three or more children in nappies, then if necessary, extra household waste capacity would be provided after consultation with resident. If there are medical needs extra household waste capacity would be provided if necessary after consultation with the resident (not currently in policy). Residents are able to dispose of excess waste at the Household Waste Recycling Centre.
Disability	Changes to collection of waste not fully understood or resident	Assisted collections would remain in place and any additional requests would be

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
	is not able to present bins on days required.	reviewed taking into account the additional weight of bins and their contents. If there are medical needs extra household waste capacity would be provided if necessary after consultation with the resident. (last sentence not currently in policy) Residents are able to dispose of excess waste at the Household Waste Recycling Centre.
Gender Reassignment	No identified negative impacts.	N/A
Marriage and Civil Partnership	No identified negative impacts.	N/A
Pregnancy and Maternity	Unable to manage waste and present bins for collection on days required and there is no-one in household able to do this.	A temporary assisted collection could be put in place. If there are households with three or more children in nappies, then if necessary, extra household waste capacity would be provided after consultation with resident. If there are medical needs extra household waste capacity would be provided if necessary after consultation with the resident (not currently in policy). Residents are able to dispose of excess waste at the household waste recycling centre.
Race	No identified negative impacts.	N/A
Religion or Belief	No identified negative impacts.	N/A
Sex	No identified negative impacts.	N/A
Sexual Orientation	No identified negative impacts.	N/A

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Community Safety	During this period of change it is possible that some residents will leave their bins out on the wrong days or leave excess waste on the pavement.	Clear and easy to understand information will be provided with additional monitoring and support available if required from Recycling Officers.
Poverty	Evidence suggests that in areas of deprivation there may be higher levels of contaminated waste and this may be exacerbated by the changes to collection.	Comprehensive, clear and easy to understand information will be given out on how to store food waste for two weeks by double bagging and careful management.
Other Significant Impacts	<p>Household waste collections to move from weekly to every two weeks - impact on public health.</p> <p>Language - changes to collection days not fully understood.</p>	<p>Comprehensive information will be given out on how to store food waste for two weeks by double bagging and careful management. Flat blocks will be phased in gradually over a different timescale.</p> <p>Translated information can be made available if required.</p>



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Outcome	Southampton is a modern, attractive city where people are proud to live and work
Code	AMC 5 (i)
Name or Brief Description of Proposal	Increase income from waste charges. The proposal is to increase Garden Waste charges by £5 (with early bird discount of £5 online).
Brief Service Profile (including number of customers)	
The Garden Waste service collects organic material for composting from approximately 12,000 households in the city.	
Summary of Impact and Issues	
The chargeable service must be able to cover its costs and therefore it is proposed that the charge be increased. Issues include the potential contamination of residual bins with garden waste and fly-tipping by those not wanting to pay for the service. It is likely that residents on low incomes/benefits would not be able to access this service. However, all residents are able to take their garden waste to the Household Waste Recycling Centre (HWRC) and dispose of their garden waste responsibly and at no cost.	
Potential Positive Impacts	
The proposed increase in charges will make this service which, is valued by customers, more sustainable by enabling the council to cover the costs of the service.	
Responsible Service Manager	David Tyrie Service Lead – Waste, Fleet & Street Cleansing
Date	12 October 2016
Approved by Senior Manager	Mitch Sanders Service Director - Transactions & Universal Services
Date	14 October 2016

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	Resident has difficulty with the weight or the size of the garden waste collection container. Resident cannot afford the cost of this collection service.	Assisted collections would be provided in the same way they are for other domestic waste types. Resident is able to take their garden waste to the HWRC and dispose of it for free. There may be a discount for residents receiving benefits.
Disability	Resident has difficulty with the weight or the size of the garden waste collection container. Resident cannot afford the cost of this collection service.	Assisted collections would be provided in the same way they are for other domestic waste types. Resident is able to take their garden waste to the HWRC and dispose of it for free. There may be a discount for residents receiving benefits.
Gender Reassignment	No identified negative impacts.	N/A
Marriage and Civil Partnership	No identified negative impacts.	N/A
Pregnancy and Maternity	Resident has difficulty with the weight or the size of the garden waste collection container.	Temporary assisted collections would be provided in the same way they are for other domestic waste types.
Race	No identified negative impacts.	N/A
Religion or Belief	No identified negative impacts.	N/A
Sex	No identified negative impacts.	N/A
Sexual Orientation	No identified negative impacts.	N/A
Community Safety	No identified negative impacts.	N/A
Poverty	Residents will have to pay	Residents are able to

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
	increased charges for the service. Residents on low incomes may have less options for transporting waste to the HWRC.	<p>take their garden waste to the HWRC and dispose of it for free.</p> <p>Need to ensure information on location of alternative HWRCs is clear and promoted to encourage help from neighbours, car sharing etc.</p> <p>There may be a discount for residents receiving benefits.</p>
Other Significant Impacts	No identified negative impacts.	N/A

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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.

Outcome	Southampton is a modern, attractive city where people are proud to live and work
Code	AMC 5 (ii)
Name or Brief Description of Proposal	Increase income from waste charges. Introduce a charge for wheeled bin replacement of lost/damaged residual (green lidded) wheeled bins.
Brief Service Profile (including number of customers)	
The Council’s Waste and Recycling Service provides residual bin replacements on request. This service has been free but from 2017/18 a charge will be introduced (including delivery).	
Summary of Impact and Issues	
Waste and Recycling Service must be able to cover its costs and this new charge will reduce costs associated with wheeled bins. Residents will ensure bins that are the property of the Council, are stored safely and used appropriately. There will be different prices for different sizes of bins to reflect the different cost to the Council. There will be some flexibility to be applied on a case by case basis to determine when a charge will be applied for a lost or damaged bin for which a policy will be provided and approved.	
Potential Positive Impacts	
The proposed charges will make the service more sustainable and encourage residents to take more care over their bins, by for example numbering their bins.	
Responsible Service Manager	David Tyrie Service Lead – Waste, Fleet & Street Cleansing
Date	12 October 2016
Approved by Senior Manager	Mitch Sanders - Service Director - Transactions & Universal Services
Date	14 October 2016

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	Resident cannot afford the cost of this replacement service.	<p>The service will consider resident's personal situation on a case by case basis. There may be a discount for residents receiving benefits – policy to be developed and approved.</p> <p>Residents can ensure that bins are stored, maintained and numbered appropriately to reduce risk of loss or damage.</p>
Disability	Resident cannot afford the cost of this replacement service.	<p>Service will consider resident's personal situation on a case by case basis. There may be a discount for residents receiving benefits– policy to be developed and approved.</p> <p>Residents can ensure that bins are stored, numbered and maintained appropriately to reduce risk of loss or damage.</p>
Gender Reassignment	No identified negative impacts.	N/A
Marriage and Civil Partnership	No identified negative impacts.	N/A
Pregnancy and Maternity	No identified negative impacts.	N/A
Race	No identified negative impacts.	N/A
Religion or Belief	No identified negative impacts.	N/A
Sex	No identified negative impacts.	N/A
Sexual Orientation	No identified negative impacts.	N/A
Community Safety	Excess waste accumulating if bin not available.	<p>Service will clear excess waste and write to residents.</p> <p>Service will consider</p>

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
		resident's personal situation on a case by case basis– policy to be developed and approved.
Poverty	Residents will have to pay increased charges for the service.	Service will consider resident's personal situation on a case by case basis. There may be a discount for residents receiving benefits– policy to be developed and approved. Residents can ensure that bins are stored and maintained appropriately to reduce risk of loss or damage.
Other Significant Impacts	No identified negative impacts.	N/A

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Equality and Safety Impact

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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.

Outcome	Children and Young People get a good start in life
Code	CYP1 (i)
<p>Name or Brief Description of Proposal</p>	<p>Integration of services to deliver a more coordinated Prevention and Early Help offer for children 0-19 years and their families.</p> <p>The proposal is to review the way we deliver our Prevention and Early Help offer for children, young people and their families, to provide a more coordinated and integrated service. At the moment, the Council delivers a mix of in-house and externally commissioned services, including Sure Start Children’s Centres, Families Matter, Public Health Nursing (Health Visiting, Family Nurse Partnership and School Nursing) and Oral Health Promotion. These are aligned with other services such as the Youth Offending Service (YOS) and Education Welfare Service.</p> <p>We are proposing to:</p> <ul style="list-style-type: none"> • Bring services together into ‘Family Hubs’ in some Children’s Centres, and explore using other settings such as schools to reduce rent and overheads. All Sure Start Children’s Centres will remain open. • Implement a new Family Information Service to provide information, advice and guidance to families and professionals working with families from Early Years through to Early Help, including developing our digital and interactive offer. • Work with the community and voluntary sector to develop stronger relationships that support the delivery of the Prevention and Early Help offer. • Integrate the Public Health Nursing service with

	<p>Children’s Centres and Families Matter to reduce costs in management, staffing and back office systems and develop a more integrated approach.</p> <ul style="list-style-type: none"> • Review and restructure staff across Early Help and Education Welfare services to maximise effectiveness. • Remodel Church View as a ‘Youth Hub’, incorporating the Youth Offending Service and other services. • Increase income by developing a menu of training and accredited programmes to be delivered by the Youth Offending Service, primarily to schools and other partners.
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Brief Service Profile (including number of customers)

The services in scope for the integrated prevention and early help offer include a mix of in house and externally commissioned services as follows:
Sure Start Children’s Centres – supporting over 15,000 children plus their parents (15/16 data), 50% from the highest risk groups, rising to 80-90% in some of Southampton’s most deprived neighbourhoods.

Families Matter Teams (FM) – supporting 1,065 families since April 2014 with a target to ‘turnaround’ 2,200 families by 2020.

Public Health Nursing (Health Visiting, Family Nurse Partnership (FNP) and School Nursing) – delivering the Healthy Child Programme (HCP) to all children and young people (0-19 years) in Southampton. This includes

- Universal provision of the Healthy Child Programme key contacts (i.e. the mandated antenatal visit, new birth visit, 6-8 week assessment, 12 month review, 2-2.5 year assessment and then the non-mandated school health needs assessments at school entry (4-5 years),
- Year 6 (10-11 years), Year 7 (12-13 years)
- Transition to Adult Social Care services
- Delivery of the National Child Measurement Programme and immunisation for school aged children
- Targeted support to those families with additional needs
- Family Nurse Partnership which is a licenced programme providing intensive health and wellbeing support to teenage parents and their child during pregnancy and up to the point their child becomes two years.

These services are commissioned under a contract to Solent NHS Trust.

Oral Health Promotion Service – which provides targeted support to early years settings across the city to promote oral health through supervised brushing programmes. The service currently works with around 30 settings. It is commissioned under a contract to Solent NHS Trust.

The integrated Prevention and Early Help offer will bring all these services together into a seamless journey of support for families. Priority outcomes for the service to achieve are defined as:

- stronger, more resilient families where children are nurtured, their health, social, education and emotional needs are met and they are supported to make positive choices
- Improved school attendance and engagement with learning from early childhood onwards

- Increased emotional wellbeing and resilience amongst children and young people.

Other services closely aligned to the offer include:

Education Welfare Service (EWS)– supporting all schools in the City and engaging all cases involving statutory unauthorised attendance for children at Primary, Secondary and Special Schools.

Youth Offending Service (YOS) – statutory support to all children and young people aged 10-19 subject to court ordered intervention and/or informal diversion programmes.

Services not in scope, but likely critical to the delivery of the proposals include: Early Years Services, Education Inclusion Services, City Deal, Looked After Children(LAC) /Pathway Teams, Special Educational Needs and Disability (SEND), Housing Homelessness, Births and Registrations Services.

Summary of Impact and Issues

Integration of services to deliver a more coordinated Prevention and Early Help offer for children 0-19 years and their families

These proposals are intended to:

- Maintain the current levels of delivery in Sure Start Children’s Centres, whilst rationalising the use of other venues and exploring delivery in alternative settings such as schools to reduce rent and overheads
- Extending some Sure Start Children’s Centres into Family Hubs within which a range of multidisciplinary “whole family focussed” services will be delivered, e.g. housing advice, adult learning, parenting classes, new birth registrations and specialist health interventions.
- Implement a new Family Information Service offering Information, Advice and Guidance to families and professionals working with families from Early Years through to Early Help.
- Remodelling Church View as a Youth Hub.
- Bring staff from across all the services in scope together into a fully integrated redesigned skill mixed workforce to maximise the reach and effectiveness of our family work services within a reduced financial envelope. This might include redesigned roles such as a new ‘Family Support Worker’ role to provide a consistent approach to family engagement in a range of settings and a more ‘specialist’ Family Engagement Worker’ roles supporting targeted interventions.
- Strengthen relationships with the community and voluntary sector to support delivery of the offer.
- Incorporate a digital and interactive offer to support and enhance information and advice for families and young people.
- Achieve savings in the context of a reduced financial envelope by delivering a collaborative model, within shared budgets and assets, integrated management and co-location of staff.

We will be looking to co-produce the finer detail of these proposals with staff, parents and young people via existing local advisory boards, youth champions and community and staff engagement.

Risks: A strong Prevention and Early Help offer is generally considered a marker of an authority described as 'good' by Ofsted. Any further reductions will significantly diminish the city's capacity to achieve this and will certainly impact on a range of outcomes for children as well as exacerbate the risks of child poverty. Some delay or reduction in service may be experienced during periods of transition.

Other Proposals.

The dispersal of the YOS into Early Help: Once the Family and Youth Hub model is embedded, consideration can be given to how the statutory duties of the Youth Offending Service might be better delivered in communities and in liaison with Early Help. This will be informed by Youth Justice reform and the expected publication of the 'Taylor Review'. The YOS's most recent HMIP (Her Majesty's Inspectorate of Probation) inspection rating was 'requires improvement' with evidence of a strong trajectory towards good. The proposal to disperse this resource into Early Help could jeopardise future HMIP ratings as the uncertainty of this change impacts on confidence in the core delivery. The proposal requires a longer term view be taken in liaison with key partners. Preference with these proposals is, therefore, to support a remodelling of Early Help (Family Hubs) built around an expanded 'Inclusion Service' with the YOS and other services at its core establishing a 'Youth Hub' centred around Church View.

Risks: Any changes to the model of delivery would have to be achieved with partnership commitment to the agreed changes and a full consultation. High risk young people, such as those who are MAPPA (Multi-Agency Public Protection Arrangements) cannot access mainstream facilities; there are currently no LA run buildings suitable for young people due to closures of youth facilities since 2011. There is also insufficient capability and competence at current time within Early Help teams to support the delivery of this approach. The LA has at this time a statutory duty to provide a YOS (Crime and Disorder Act 1998) and to appoint a 'named Manager' for the service.

Youth Offending Service - traded service: This is a low risk option that does not impact on the public greatly, allowing the YOS to trade a strong menu of training and accredited programmes, primarily to schools. This will have the benefit of providing schools with an improved menu of support for young people, deliverable in schools.

Education Welfare: Review and restructure staff across Early Help and Education Welfare services to maximise effectiveness. Families working with the service are unlikely to experience any significant change.

A number of Academy schools are proposing changes to the school year which may require a review of these proposals as they may not fit in. In addition the impact of the need to resource court proceedings throughout the

year will need to be considered to ensure the Council can mitigate the risks of the Council being unable to manage or respond to demand or lose valuable allocated court time as a result.

Potential Positive Impacts	
The proposal aims to provide a more coordinated and integrated service.	
Responsible Service Manager	Jason Murphy Service Manager - Early Help and Youth Offending Service
Date	10 November 2016
Approved by Senior Manager	Joanna Cassey - Service Lead, Education & Early Help Stephanie Ramsey- Director of Quality and Integration Debbie Chase - Consultant in Public Health
Date	10 November 2016

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	Impacts on all age ranges.	<p>There are several proposals in play that together or exclusively provide solutions and mitigate the risks.</p> <p>These include proposals outlined in this paper to:</p> <ul style="list-style-type: none"> • Remodel services and promote greater integration and pool budgets. • Develop Family Hubs • Develop a Youth Hub and broader Inclusion Service • Support wider engagement of community, voluntary and faith sectors in
Disability	Families with a disability or disabled child will be affected by the changes if services reduce or access is limited.	
Gender Reassignment	No known impact on this group.	
Marriage and Civil Partnership	No known impact on this group.	
Pregnancy and Maternity	The service offer through Sure Start and Family Points impacts on this group greatest if any reductions in service are experienced or access is limited. The services in scope support key public health outcomes for this group as part of the 'best start' principles and Healthy Child Programme.	
Race	All races will be impacted by these changes, with some communities affected more than others. Previous savings rounds have already greatly reduced the services capacity to engage families where English is not their first language – centres such as	

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
	Clovelly in the Central Locality are utilised by a broad range of BME groups in the community; many of whom would not otherwise access services elsewhere.	<p>delivery of services to children and families</p> <ul style="list-style-type: none"> • Develop a one stop approach to information, advice and guidance for parents and professionals needing support (CYPIS, SID, Local Offer) • Deploy resources to key front line services such as housing, schools, SEND and offending to prioritise engagement with highest risk groups.
Religion or Belief	As above.	
Sex	The changes are likely to impact on women greatest, particularly pre-birth or new birth mothers who may experience reductions in demand or access.	
Sexual Orientation	No known impact.	
Community Safety	The reductions in capacity to the YOS or changes to the model of delivery risk the positive performance in reducing first time entrants and re-offending. An indirect impact of reductions in services to communities could be to increase incidents of Anti-Social Behaviour (ASB) or criminality.	
Poverty	The proposed changes risk increasing the effects of poverty on children living in the city (currently 23.9%).	

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
<p>Other Significant Impacts</p>	<p>Reductions in school readiness. Reduced resources within children’s centres, due to dwindling LA budgets and competing demands on those budgets, has seen reduced support for parents in accessing early years’ provision; our percentage of 3 and 4 year olds attending funded early years’ provision has reduced, thus meaning children are less likely to be ‘school ready’. Early years’ providers have had higher and higher expectations placed on them, as other support has reduced and the needs of children, and number of children with SEND, have increased. Increase in inappropriate presentation to ED or other specialist health resources. Increases in demand on statutory front door.</p>	

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Equality and Safety Impact Assessment

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Outcome	Children and young people in Southampton get a good start in life
Code	CYP 1 (ii)
Name or Brief Description of Proposal	<p>Reduction in Looked After Children (LAC) placement costs through transfer from Independent Fostering Agencies (IFAs) to in-house provision and promoting Special Guardianship Orders (SGO).</p> <p>The Council wants to achieve better outcomes for the most vulnerable children and young people by making sure that as many children as possible can move out of the care system and into permanent family arrangements, as quickly as possible, as well as ensuring whilst in care they are in good quality local placements with the Council’s foster carers. This will lead to better outcomes for those children and cost the Council less. To help achieve this, we are proposing to:</p> <ul style="list-style-type: none"> • Recruit more ‘in-house’ foster carers. • Promote Special Guardianship arrangements. • Create a Support and Reunification Team. • Create a dedicated Looked after Children ‘champion’ role.
Brief Service Profile (including number of customers)	
<p>57,600 children and young people live in Southampton, and this is expected to increase by 5.4% by 2022. The Council provides a range of services for children, young people and families who are vulnerable or need some support. These include:</p> <ul style="list-style-type: none"> • Children’s safeguarding • Adoption and fostering • Support for care leavers 	

- Services for children and young people who are under the Council's care (known as 'Looked after Children').

Children's Social Care services currently support around 600 Looked after Children. The rates of Looked after Children in the city have increased significantly over recent years, and are nearly double the England average. This proposal contributes to achieving additional extra reduction in Looked After Children. The current number of Looked After Children is 605 (November 2016) the aim is, with these additional proposals, to reduce this to 390 in 3 years.

Summary of Impact and Issues

Recruiting more 'in-house' foster carers – this will provide high quality, value for money care for our Looked After Children in local provision.

Promoting Special Guardianship arrangements - this will mean more children can move out of the care system. Special Guardianship Order (SGO) carers will additionally receive a level of dedicated support where required when there are ongoing issues e.g. behavioural challenges, contact issues etc. supporting stability and success of the placement.

Establishing a Support and Reunification Team – this will be a targeted service to work with children returning home to their families, and families considering moving from fostering into Special Guardianship arrangements.

Creating a dedicated Looked after Children 'champion' role - this approach is intended to increase and accelerate further the number of children moving to permanence arrangements and out of the care system. This role will drive, coordinate, monitor and scrutinise the process ensuring timely decisions for children and reducing days they are in care.

Potential Positive Impacts

Implementing the proposed changes is expected to have positive impacts on the children in our care, ensuring they are in high quality local placements and are moved as quickly as possible to the right permanent home. Reducing LAC caseloads will in turn help Social Workers to have more time to focus on improving practice and timeliness of decision-making for those children who remain in care.

Responsible Service Manager	Lissa Minnis – Service Manager, Looked After Children
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Date	12 October 2016
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Approved by Senior Manager	Jane White – Service Lead, Children's Social Care
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Date	12 October 2016
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Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	Implementing the proposed changes is expected to have positive impacts on the children in our care whatever their background or personal characteristics.	The service will take full account of the individual and unique needs of each child by ensuring that assessments and care plans meet with legislative and best practice standards. Risk assessments will be required for any reunification or Special Guardianship proposals and ratified by the Court and Independent Reviewing Officer.
Disability	Implementing the proposed changes is expected to have positive impacts on the children in our care whatever their background or personal characteristics.	As above.
Gender Reassignment	Implementing the proposed changes is expected to have positive impacts on the children in our care whatever their background or personal characteristics.	As above.
Marriage and Civil Partnership	N/A	N/A
Pregnancy and Maternity	Implementing the proposed changes is expected to have positive impacts on the children in our care whatever their background or personal characteristics.	As above.
Race	Implementing the proposed changes is expected to have positive impacts on the children in our care whatever their background or personal characteristics.	As above.
Religion or Belief	Implementing the proposed changes is expected to have positive impacts on the children	As above.

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
	in our care whatever their background or personal characteristics.	
Sex	Implementing the proposed changes is expected to have positive impacts on the children in our care whatever their background or personal characteristics.	As above.
Sexual Orientation	Implementing the proposed changes is expected to have positive impacts on the children in our care whatever their background or personal characteristics.	As above.
Community Safety	Children will only be reunified home if they are considered to be safe in their local community.	<p>The service will take full account of the individual and unique needs of each child by ensuring that assessments and care plans meet with legislative and best practice standards.</p> <p>Risk assessments will be required for any reunification or Special Guardianship proposals and ratified by the Court and Independent Reviewing Officer.</p>
Poverty	Implementing the proposed changes is expected to have positive impacts on the children in our care whatever their background or personal characteristics.	As above.
Other Significant Impacts	Involvement of the Support and Reunification Team may encourage Courts to approve applications for SGO rather than making Care Orders further reducing numbers of LAC.	



Equality and Safety Impact Assessment

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Outcome	Children and young people in Southampton get a good start in life
Code	CYP 7
Name or Brief Description of Proposal	<p>Changes to Libraries Service to enable extended opening times with less staffing.</p> <p>This proposal is for the introduction of Open Use Systems in suitable libraries, installing a pilot scheme at Woolston library and extending the scheme to appropriate library locations to enable the library to be open for pre-registered users without a staff presence. The library will be open for the basic functions of book browsing, borrowing and returns, computer use and leisure use. Other locations to be proposed are: Bitterne Library and Shirley Library.</p> <p>Self-service hours are likely be first thing in the morning and later hours in the evenings but would be determined on usage patterns. The scheme is operational in a number of library services across the country including Peterborough City Council.</p> <p>Reduction in staffed hours would provide a more accessible but diminished service.</p>
Brief Service Profile (including number of customers)	
<p>Southampton Library Service: Libraries represent a core part of Southampton’s information, skills and learning offer. They provide free and universal access to books, information, the internet and informal learning. They provide support for families and individuals through</p>	

reading and training programmes and by promoting life skills, readiness for economic activity, digital literacy and well-being.

The service consists of 11 libraries across the City incorporating 5 community led libraries which are not staffed by Council staff.

Services:

- Books, CDs and DVDS for loan in a range of formats and languages.
- A range of e books, audio, newspapers and magazines.
- 12 major online databases as well as major encyclopaedias and dictionaries and a free language learning course with over 60 languages.
- 300,000+ visits to the libraries web last year for information, library catalogue and electronic resources. 24 hour online access to library catalogue, account management and information sources.
- Information Services - skilled library staff answered 200,000 queries on diverse information issues in the last year.
- Free public internet, Wi-Fi and email access in every library from 150 computers.
- Books, support, and spaces for reading groups across the City including children, young people, visually impaired.
- Innovative ways of reaching parents and children via work with the Sure Start projects.
- Partnerships with specialist business and health information and advice (Southampton CAB, Macmillan, Small Business).
- Learning Centre offering a full range of online courses, guidance and tutor support and a Local Studies library and staff helping people discover their local and family history.
- Year round programme of events and activities, including reading promotions, author visits, Summer Reading Challenge, craft and reading activities, library clubs; and opportunities for those who want to learn with their children, including rhyme times, family reading groups, baby signing, Southampton Favourite Book to Share Award.
- Study space, meetings rooms and library spaces for hire.
- Volunteering and work experience programmes.

Customers:

- Over 1 million visitors per year.
- Over 1 million items borrowed and over 220,000 uses of the computers. Southampton was in the top quartile of Unitary Authorities for loans of books per 1000 population.
- 43,000 active users of the libraries (active library user is a person who has borrowed an item, or used the public network (PN) at least once).
- 57% of active users are female compared to 43% male (58% female, 42% male for regular users).

- Of the active users, 74.6% use one library compared to 55% for regular users.
- 24% of respondents from the 2012 Library Satisfaction Survey (PLUS) described themselves as having a disability and 16% of customers are from Black and Minority Ethnic communities.

Summary of Impact and Issues

Open Plus enables a limited library service to operate without any staff being present and has the potential to:

- Maintain opening hours and achieve savings in staff costs.
- Extend opening hours without additional staff cost.

Key features of Open Plus are:

A library member applies for Open Plus membership and is enabled and identified as someone who can gain access to library services after staffed hours. This will be open to people aged 18 and over.

Staff will brief the customer of services available after staffed hours, how the library will operate and close and how the customer will be informed through visual and spoken messages.

Customers will be informed of safety procedures and responsibilities of the Open Plus use. This briefing will be critical for the success of the project and safety of users.

How Open Plus works:

- Controls the locking and unlocking of entrances via a library card and PIN and turns lights on or off.
- Starts up and shuts down self-service equipment and PC's.
- Provides public announcements to advise borrowers of the library's status, particularly when closure is imminent.
- Operates a CCTV option which photographs and video records all triggered events such as entrance, exit, and attempt to access non-library areas.
- Provides a safe and secure library environment although this would be retroactive - it is not envisaged that they would be viewed live.

Issues include:

Having a library local to you and open for as long as possible is important to library users as shown in previous consultations. This proposal would result in retained and longer opening hours for local Council run libraries. An increase in opening hours would result in a positive impact on all library users.

Open Plus is a method of making libraries available for public use without the need for staffing. This would be installed in key libraries maintained by the Council and would enable residents to use libraries, and to borrow

and return stock outside of current opening hours.

For safety reasons those under the age of 18 would not be registered/permitted to use libraries during unstaffed hours, unless accompanied by a responsible adult. This has the potential to result in a negative impact for younger people. In mitigation of this, people will be encouraged to use libraries during staffed hours. People under 16 years are proportionately more likely to use libraries during the staffed hours after school hours or at weekends. Many younger users also visit libraries with adults.

There is no local data for us to use in respect of gender impacts of Open Plus however, information from other authority areas using Open Plus is that Males are more likely to use libraries during unstaffed hours. This group is slightly underrepresented currently.

Library staff would also be available and on duty to provide support and help to users at programmed and advertised times. However no staff support will be available during extended hours. This will limit the support which is offered for computer use, support for benefits and information queries or activities for children.

Once the weekly staffed hours are determined, the actual opening hours would be determined following analysis of current busy / quiet periods.

The solution has been rolled out in many libraries in UK and Europe, including London libraries and Oxfordshire libraries.

Potential Positive Impacts

Having a library local to you and open for as long as possible is important to library users as shown in previous consultations. This proposal would result in retained or possibly longer opening hours for local Council run libraries.

An increase in opening hours would result in a positive impact on all library users.

Previous reductions in library hours have made it difficult for working people and families to visit the library frequently as libraries open later in the morning and close earlier in the evening. This option will positively impact on those unable to visit a library during current opening hours.

Responsible Service Manager	Linda Francis Service Lead - Libraries, Registration & Bereavement
Date	14 October 2016
Approved by Senior Manager	Mitch Sanders Service Director - Transactions & Universal Services
Date	14 October 2016

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	Persons under the age of 18 will not be able to enter the library during unstaffed hours.	Encourage access during core staffed hours.
Disability	Access will be available for people with disabilities but staff assistance will not be available.	Encourage access during core staffed hours.
Gender Reassignment	No identified negative impacts.	N/A
Marriage and Civil Partnership	No identified negative impacts.	N/A
Pregnancy and Maternity	No identified negative impacts.	N/A
Race	No identified negative impacts.	N/A
Religion or Belief	No identified negative impacts.	N/A
Sex	Information from other authority areas using Open Plus is that males are more likely to use libraries during unstaffed hours. This group is slightly underrepresented as library users currently.	Potential positive impact.
Sexual Orientation	No identified negative impacts.	N/A
Community Safety	Risk of library misuse, crime.	A process of registration of users with a briefing on responsibilities will be in place. CCTV will be available for identification of misuse.
Poverty	Extending hours will support people to use free computers facilities and books in their local library for longer.	Potential positive impact.
Other Significant Impacts	No identified negative impacts.	N/A

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Equality and Safety Impact Assessment

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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.

Outcome	People in Southampton Live Safe, Healthy, Independent Lives
Code	Public Health Grant
Name or Brief Description of Proposal	Controlling spend on Emergency Hormonal Contraception.
Brief Service Profile (including number of customers)	
<p>Emergency Hormonal Contraception (EHC) is a form of contraception that can be used by women to prevent an unwanted pregnancy after unprotected sexual intercourse, including when they have reason to believe that their regular form of contraception may have been compromised, or following an unwanted / unplanned sexual encounter, such as a sexual assault. Southampton City Council commissions community pharmacies to provide access to EHC, plus information and advice, free of charge, to women in Southampton. Women can also access EHC free of charge from GPs or from the integrated sexual health service, or buy it over the counter from a Pharmacy if they wish. In Southampton, women sought access to EHC through the council funded pharmacy service on 4,200 occasions in 2015-16.</p> <p>The Council is proposing a reduction in spend on EHC from 2017-18 of approximately £30,000 through the introduction of targeting the Council commissioned element to more vulnerable groups.</p>	
Summary of Impact and Issues	
<p>Reducing access to EHC for any given group could result in an increase in levels of unplanned pregnancy, though this will be mitigated in part by:</p> <ul style="list-style-type: none"> • An increase in the number of women buying EHC privately. • An increase in the number of women accessing EHC via GP surgeries. • An increase in the number of women accessing EHC following attendance at a Sexual Assault Referral Centre. 	

<p>There could be an increase in the number of women accessing EHC through the integrated sexual health service but this would be at a higher unit cost to the Council (as this would be part of a comprehensive Level 3 service).</p> <p>There could be an increase in unplanned and unwanted pregnancy among those who would previously have used this service which may have a range of financial, relationship, employment and mental health impacts upon the woman/family. There would also be impacts on other services. As the impact of these is most likely to be greater for younger women, it is most likely that age restricted access would be the simplest way of minimising the negative impact of this change upon population health and wellbeing outcomes.</p>	
<p>Potential Positive Impacts</p>	
<p>Promoting the take-up of other forms of contraception. Possible increase in the recognition, reporting and treatment of sexual assault.</p>	
<p>Responsible Service Manager</p>	<p>Tim Davis, Senior Commissioner</p>
<p>Date</p>	<p>18 October 2016</p>
<p>Approved by Senior Manager</p>	<p>Dr RA Coates, Interim Director of Public Health</p>
<p>Date</p>	<p>2 November 2016</p>

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
<p>Age</p>	<p>This is a service that benefits women of child bearing age (13-49), though in practice 3 out of 4 service users are aged 25 or less.</p>	<p>Increased access to long acting reversible contraceptives (LARC) methods that are less subject to failure than oral contraceptives and/or condoms. Improvements in education about sexual and reproductive health.</p>
<p>Disability</p>	<p>No specific impact anticipated for this group.</p>	<p>Not applicable.</p>
<p>Gender Reassignment</p>	<p>No specific impact anticipated for this group.</p>	<p>Not applicable.</p>
<p>Marriage and Civil Partnership</p>	<p>May be used on occasion in stable relationships in the instance of contraception failure.</p>	<p>Increased access to LARC methods that are less subject to failure than oral contraceptives and/or condoms. Improvements in education about sexual and reproductive health.</p>

Pregnancy and Maternity	<p>Some increase in unplanned pregnancies is likely, and this is likely to lead to a disproportionate rise in complex pregnancy and maternity episodes, since those subject to unplanned pregnancy are less likely to have been adhering to positive pre-pregnancy lifestyle changes in nutrition, alcohol intake or smoking behaviours</p> <p>An increase in unplanned pregnancy levels among more vulnerable women is also likely to result in an increase in terminations of pregnancy, and in the number of children being placed at birth into care for adoption or protection.</p>	<p>Increased access to LARC methods that are less subject to failure than oral contraceptives and/or condoms. Improvements in education about sexual and reproductive health.</p>
Race	<p>No specific impact anticipated for different ethnic groups.</p>	
Religion or Belief	<p>No specific impact anticipated for different faith groups, though devout followers of some faiths may be less likely to make use of this service.</p>	
Sex	<p>The immediate impact of restrictions on this service would fall exclusively on women. The wider impact may affect men and women, but most directly women.</p>	
Sexual Orientation	<p>This will affect women who have sex with men.</p>	<p>Increased access to LARC methods that are less subject to failure than oral contraceptives and/or condoms. Improvements in education about sexual and reproductive health.</p>
Community Safety	<p>Whilst there is no immediate link there is evidence that sexual assault against women is significantly under-reported in England. Some proportion of those that access this service may be among those who have been subjected to a sexual assault, but who do not wish to</p>	<p>Women who state that they have been subject to a sexual assault during a pharmacy consultation might be exempted from any broader age related restrictions. Increased education about sexual assault and the wider</p>

	report this to police, other authorities or access Sexual Assault Referral Centre (SARC) services.	health, wellbeing and emotional support that a SARC service can offer victims of sexual assault and other unwanted sexual experiences.
Poverty	Whilst there is not good local information about the socio-economic profile of women using EHC, the impact of unplanned pregnancy, particularly where it progresses to a live birth is more profound upon people already living in poverty given the space, accommodation and financial pressures associated with raising children. A rise in unplanned pregnancy would tend to result in a rise in the number of children living in poverty.	It might be possible, in addition to relaxing restrictions by age and sexual assault, to relax rationing of free EHC access by deprivation by looking at the postcode of women. However, a mechanism for facilitating this for pharmacists at the point of service delivery has not been identified.
Other Significant Impacts	<p>There is a risk that, having stimulated an expectation that women can access EHC for free that a proportion will seek it from the integrated specialist sexual health service commissioned by the Council. EHC provided through this method cannot be capped, and activity would cost more as it would be part of a more comprehensive service offer. There is therefore a risk that a saving on EHC in pharmacy may be partially wiped out through driving channel shift to a more expensive intervention.</p> <p>Making this a restricted service (rationed) will make it more costly for pharmacy providers to provide the service, whilst reducing associated income. Reputationally, changing this so soon into the Council's new contract may damage its reputation as an organisation to do business with for other public</p>	<p>Making it clear how those no longer able to access this service would still be able to access EHC would mitigate the impact.</p> <p>Moving to a longer term track record will help to establish the council's reputation as a commissioner of services from pharmacies.</p>

	<p>health activities.</p> <p>For the majority the increase in numbers could result in an increase in demand and spending for universal children's services (early years' places, school places, children's centres etc.) Among women who are vulnerable due to housing, domestic abuse, poverty, youth, learning difficulty or disability or substance misuse there would also be an increase in demand for more specialist health, wellbeing and safeguarding services that would need to be planned for as a result of additional births in these groups. This has potential to increase number of children looked after in the city.</p> <p>Whilst condoms are not recommended as a reliable form of contraception in the long term. An increase in condom use might have some additional benefits for public health by reducing levels of sexually transmitted infection.</p>	<p>Overall it is also likely that this will result in a small net increase in the birth rate, all in relation to unplanned pregnancies which would need to be planned for in relation to planning for additional future demand and spending in relation to universal, targeted and specialist children's services and future demand for children's safeguarding services as a result of rises in these populations.</p> <p>Increased condom use would not require mitigation as it would be part of the wider mitigation.</p>
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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.

Outcome	People in Southampton live safe, healthy, independent lives
Code	SHIL1
Name or Brief Description of Proposal	Manage demand by offering alternative to home care for new clients by providing care for new clients by providing advice and information, supporting self-management and signposting to partner services.
Brief Service Profile (including number of customers)	
<p>With good quality information, made available via a single point of contact, many people will be able to use their own resources to identify what support is available, how much it might cost and whether or not they need any further help to plan the means of meeting their or their relative or friend’s needs.</p> <p>By providing online self-assessment to identify needs and financial assessment, again many people will be able to make their own decisions with no further support. However, should people feel they need to make direct contact either as a referrer or as a person who may need support, the staff at the single point of access will be experienced and will be able to signpost the majority of people to the most appropriate means of meeting their own needs themselves.</p> <p>It is expected that proactive preventative measures can be provided at this point to support people to be independent for longer and so prevent or delay the point at which they need further involvement with Adult Social Care Services. By providing this advice, a holistic and family focussed service can be given.</p> <p>In Southampton, community teams (clusters) are being developed to make services more localised and being able to respond to meet the needs of the local community. These teams will be made of health, social care, voluntary groups and the community. It is anticipated these clusters will be able to support people to find alternative services to those traditionally provided by social care and health. Community Navigator roles are being piloted in clusters.</p> <p>For those people whose needs cannot be met through the provision of information, advice and signposting, staff in the single point of access will work with them to establish eligibility, develop a plan to meet their immediate needs and manage any risk, and refer them to the reablement service, where appropriate. Where this occurs the Care Assessment will be paused whilst the person accesses reablement or other services. The Council will complete the assessment once the provision of</p>	

the service has been completed.

In cases where it is not appropriate to refer to reablement or to other beneficial activities a referral will be made to the Adult Social Care service to carry out a care assessment. In cases where people require ongoing care, direct payments will be the first option considered, so that the person is able to choose the right care in the right place for them.

Summary of Impact and Issues

The points below summarise the findings from observations of the Single Point of Access (SPA) team who manage referrals into Adults Services:

- 80% of referrals are from existing clients

Key Volumes:

- Capita Contact Centre calls (33%) 147 per week
- Alerts for welfare (22%) 98 per week
- Direct email (44%) 195 per week
- Winter months show a 30% increase in referrals than a standard week.

There are likely to be additional savings, for example in the cost of providing long-term care, associated with the proposed new ways of working.

Potential Positive Impacts

The potential positive impacts identified are:

- Individuals being supported in and by local communities in local settings.
- Support at an earlier stage to reduce crisis.
- Being able to better identify and respond to needs of the most vulnerable adults in Southampton.

Further work needs to be completed to ascertain the source of referral, and if duplication can be reduced.

The vision is for an efficient and effective social care support service which takes an “asset based” approach, building on individual skills, strengths and the family and community networks to support individuals to be active participants in tackling the issues they face. The service will be focused on the safety and wellbeing of individuals. This means that it will help people maintain an “ordinary life” continuing to do the things that give them enjoyment, have the opportunity for social involvement, to contribute to society and to use existing networks to cope with change and crisis.

Responsible Service Manager	Sharon Stewart Prioritisation, Safeguarding and Initial Response Service Lead
Date	13 October 2016
Approved by Senior Manager	Paul Juan Acting Service Director – Adults, Housing and Communities
Date	13 October 2016

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	<p>This may affect older people who are vulnerable or isolated.</p> <p>Some older people may require support to access new teams, in a different way than they have traditionally done.</p> <p>Some service users have older carers who have their own support needs or who may develop needs in the future.</p>	<p>Needs of all service users will be addressed and individual needs including age, complexity and access issues. However, they may be provided in a different way than usually provided.</p> <p>Working with multi agency team in clusters so that potential problems are identified at an earlier stage.</p> <p>Carers are entitled to assessments in their own right and would be able to access this where necessary.</p>
Disability	<p>The recommendation will impact on people with learning disabilities, physical disabilities, sensory impairment and mental health needs. The recommendation may have either a positive or negative impact depending on the individual and the extent to which they prefer current models of service.</p> <p>A positive impact for some will be the freedom and flexibility to use their personal budget to meet their individual need, and utilise their local community.</p>	<p>Needs of all service users will be addressed and individual needs including age, complexity and access issues. However, they may be provided in a different way than usually provided.</p> <p>Alongside the changes individuals may be able to have a personal budget/take a Direct Payment, and be supported to do so, which will enable people to make arrangements to meet their individual need.</p>
Gender Reassignment	No identified negative impacts.	N/A
Marriage and Civil Partnership	No identified negative impacts.	N/A
Pregnancy and Maternity	No identified negative impacts.	N/A
Race	No identified negative impacts.	N/A
Religion or Belief	A positive impact would be service users may have the opportunity to use the faith groups or communities to provide additional care and support they may not have used in the adult social care provision.	Needs of all service users will be addressed and individual needs including age, complexity and access issues. However, they may be provided in a different way

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
		than usually provided.
Sex	No identified negative impacts.	N/A
Sexual Orientation	No identified negative impacts.	N/A
Community Safety	Positive impact – service users will be aware of their local communities and what are within these communities. As they are familiar with their areas they will take control of their own safety.	Needs of all service users will be addressed and individual needs including age, complexity and access issues. However, they may be provided in a different way than usually provided.
Poverty	Some low income households may not have direct access to the internet.	Promote public access and digital inclusion in places like libraries.
Other Significant Impacts	People with learning disabilities experience a range of health problems earlier than the general population which needs to be factored into the design of alternatives services.	Needs of all service users will be addressed and individual needs including age, complexity and access issues. However, they may be provided in a different way than usually provided.



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.

Outcome	People in Southampton live safe, healthy, independent lives
Code	SHIL 2
Name or Brief Description of Proposal	<p>Changing the way that adult social work teams operate. This is to ensure that the right processes are in place to assess people for the right care, in the right place, at the right time and making full use of community support, telecare and extra care housing to help people live independently.</p> <p>Social workers and care managers will routinely ensure that people are supported to achieve independence and the best outcomes for them through the use of support available in their networks and communities; telecare; direct payments; regular and timely assessments and reviews; and existing housing with care and Shared Lives schemes. This new approach will be underpinned by a comprehensive training and development programme for staff, a new structure and fresh approaches to managing performance and monitoring outcomes and spend.</p>
Brief Service Profile (including number of customers)	
<p>As at 30 September 2016, the service supported 3,011 adults with packages of care and support to meet their social care needs.</p> <p>This care and support can be broadly divided into two categories:</p> <ul style="list-style-type: none"> • 2,172 (72%) people receive “non-residential care”, which includes home care (also known as domiciliary care). 	

- 839 (28%) people receive “residential care”, which includes people living in residential and nursing homes.

All people receive a thorough assessment, centred on their individual social care needs, in line with the Care Act 2014, and this is kept under regular review.

Summary of Impact and Issues

This proposals aims to ensuring that individuals have the right level of care, in the right place, at the right time in a way that maintains their independence. The average cost of each care package is expected to reduce, because:

- Individuals who currently receive a care package may receive support in a different way in the future, following a holistic review of their social care needs.
- New individuals coming forward for an assessment for the first time may receive support in a different way than would have traditionally have been provided in the past.

No changes will be made without a thorough, person-centred assessment or review that would take into account an individual’s views and preferences, along with those of their families, carers and, where appropriate, their independent advocates.

Examples of how care and support could be provided differently in the future include:

- Giving someone a Direct Payment instead of the Council arranging care on their behalf, so that they have more choice and control over how their needs are met.
- Supporting someone to move to a suitable accommodation with care scheme (also known as Extra Care Housing) instead of a residential care home, to help maintain their independence.
- Making more use of care technology, in particular where people are at risk of falling, wandering, seizures, immobilisation, extreme temperatures, smoke in the home or feelings of insecurity. This can help maintain independence by reducing the need for home care, delaying or preventing a need to move to a residential care or nursing home and can help prevent carer burnout.
- Where appropriate, helping people to get the support that they need from their neighbours and the wider community, reducing the need to rely on home care and other support arranged by the Council.

Potential Positive Impacts

Individuals will receive more regular and timely reviews of their social care needs.

<p>Providing care and support in different ways often leads to greater independence and a fuller life for individuals, families and carers.</p> <p>By focussing on training and developing Social Workers and Care Managers, there will be a fairer and more consistent approach to care and support planning.</p>	
Responsible Service Manager	Liz Slater, Service Lead, Assessment, Support Planning and Options
Date	18 October 2016
Approved by Senior Manager	Paul Juan Acting Service Director – Adults, Housing and Communities
Date	18 October 2016

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions																				
Age	<p>Older people are more likely to be impacted by this proposal, as there are more older people who receive care and support to meet their social care needs.</p> <p>The table below shows the age breakdown:</p> <table border="1"> <thead> <tr> <th>Age</th> <th>Home care</th> <th>Res care</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>18-64</td> <td>1,016</td> <td>182</td> <td>1,198</td> </tr> <tr> <td>65-74</td> <td>312</td> <td>126</td> <td>438</td> </tr> <tr> <td>75+</td> <td>844</td> <td>531</td> <td>1,375</td> </tr> <tr> <td>Total</td> <td>2,172</td> <td>839</td> <td>3,011</td> </tr> </tbody> </table>	Age	Home care	Res care	Total	18-64	1,016	182	1,198	65-74	312	126	438	75+	844	531	1,375	Total	2,172	839	3,011	<p>Each person who is affected by this proposal will receive a thorough, person-centred assessment or review of their social care needs, taking into account their preferences along with those of their family and carers, in line with the requirements in the Care Act 2014. A support plan will be agreed in accordance with the Council’s Adult Social Care and Support Planning Policy. The council will continue to ensure that suitable arrangements are in place to meet all eligible social care needs that would otherwise not be met. People who lack mental capacity to make decisions about their care and support will be protected by legal safeguards. An appropriate person or independent advocate will</p>
Age	Home care	Res care	Total																			
18-64	1,016	182	1,198																			
65-74	312	126	438																			
75+	844	531	1,375																			
Total	2,172	839	3,011																			

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
		help ensure the person's views are taken into account during the assessment or review. The Council will consult partners and stakeholders to identify any adverse impacts and this plan will be updated to incorporate any further mitigating actions agreed.
Disability	People who have a physical or learning disability are more likely to be impacted by this proposal, as there are more people with a physical or learning disability who receive care and support to meet their social care needs.	As above.
Gender Reassignment	No identified negative impacts.	N/A.
Marriage and Civil Partnership	No identified negative impacts.	N/A.
Pregnancy and Maternity	No identified negative impacts.	N/A.
Race	No adverse impact identified, although Black and Minority Ethnic communities are currently under-represented in the group of people who currently receive care and support.	Some further analysis is needed to better understand why Black and Minority Ethnic communities are generally under-represented in the group of people who currently receive care and support to determine whether additional steps need to be taken to ensure that adequate arrangements are in place to meet individuals' social care needs.
Religion or Belief	No identified negative impacts.	N/A.

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions																
Sex	<p>Women are more likely to be impacted by this proposal, as there are more women who receive care and support to meet their social care needs.</p> <p>The table below shows the gender breakdown:</p> <table border="1" data-bbox="520 674 887 801"> <thead> <tr> <th>Gender</th> <th>Home care</th> <th>Res care</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Female</td> <td>1,309</td> <td>488</td> <td>1,797</td> </tr> <tr> <td>Male</td> <td>863</td> <td>351</td> <td>1,214</td> </tr> <tr> <td>Total</td> <td>2,172</td> <td>839</td> <td>3,011</td> </tr> </tbody> </table>	Gender	Home care	Res care	Total	Female	1,309	488	1,797	Male	863	351	1,214	Total	2,172	839	3,011	<p>Each person who is affected by this proposal will receive a thorough, person-centred assessment or review of their social care needs, taking into account their preferences along with those of their family and carers, in line with the requirements in the Care Act 2014. A support plan will be agreed in accordance with the council's Care and Support Planning Policy. The council will continue to ensure that suitable arrangements are in place to meet all eligible social care needs that would otherwise not be met. People who lack mental capacity to make decisions about their care and support will be protected by legal safeguards. An appropriate person or independent advocate will help ensure the person's views are taken into account during the assessment or review. The council will consult partners and stakeholders to identify any adverse impacts and this plan will be updated to incorporate any further mitigating actions agreed.</p>
Gender	Home care	Res care	Total															
Female	1,309	488	1,797															
Male	863	351	1,214															
Total	2,172	839	3,011															
Sexual Orientation	No identified negative impacts.	N/A.																
Community Safety	No identified negative impacts.	N/A.																
Poverty	No impact identified. Eligibility for funding for Adult Social Care is	N/A.																

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
	subject to a statutory means test, which takes into account income, savings and assets.	
Other Significant Impacts	No identified negative impacts.	N/A.



Equality and Safety Impact Assessment

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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.

Outcome	People in Southampton live safe, healthy, independent lives
Code	SHIL 4 (i)
Name or Brief Description of Proposal	Removing a subsidy from people who can afford to pay for their own care following a means test.
Brief Service Profile (including number of customers)	
<p>This proposal will affect people receiving home care services who are financially assessed as having over £23,250 in capital (money in bank accounts, building societies, Premium Bonds, shares and second properties) - who are not charged an arrangement fee to cover the cost of the Council arranging their care.</p> <p>This currently applies to 122 people. The proposal is to charge £632 in the first year and then £520 per year in subsequent years. The charges will also apply to new clients.</p>	
Summary of Impact and Issues	
<p>Individuals with over £23,250 in capital, will be charged an arrangement fee for the first time. People may choose to enter into a contract with a home care provider privately, but would typically pay a higher hourly rate.</p> <p>This was subject to a separate consultation carried out under the Care Act 2014 that concluded in April 2016, to which no significant issues or impacts were raised.</p>	
Potential Positive Impacts	
None.	
Responsible Service Leads	Liz Slater – Assessment, Support Planning and Options Sharon Stewart – Prioritisation, Safeguarding & Initial Response
Date	13 October 2016

Approved by Senior Manager	Paul Juan –Acting Service Director, Adults, Housing and Communities
Date	14 October 2016

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	There are a higher number of people aged over 65 who would be impacted by this proposal. Of the 122 people currently identified, 109 people are aged over 65 and 13 people are aged between 18-64 have been identified who would be affected.	<p>Financial assessment carried out to confirm that person can afford to pay.</p> <p>Clients have the option of making the arrangements themselves with information on care agencies that we would provide.</p> <p>For those people who are unable to make a decision because they lack mental capacity, the council could offer Appointeeship or Deputyship Services to help them manage their finances.</p>
Disability	There is higher use of home care services by disabled people. Of the 122 people currently identified, there are 7 people with a learning disability, 13 people with a mental health need and 102 with a physical disability who would be affected.	Not required.
Gender Reassignment	No identified negative impacts.	N/A
Marriage and Civil Partnership	No identified negative impacts.	N/A
Pregnancy and Maternity	No identified negative	N/A

	impacts.	
Race	No identified negative impacts.	N/A
Religion or Belief	No identified negative impacts.	N/A
Sex	There are more women than men who will be impacted by this proposal. Of the 122 people currently identified, there are 93 women and 29 men who would be affected.	Financial assessment carried out to confirm that person can afford to pay. Clients have the option of making the arrangements themselves with information on care agencies that we would provide.
Sexual Orientation	No identified negative impacts.	N/A
Community Safety	No identified negative impacts.	N/A
Poverty	No identified negative impacts.	N/A
Other Significant Impacts	No identified negative impacts.	N/A

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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.

Outcome	People in Southampton live safe, healthy, independent lives
Code	SHIL 4 (ii)
Name or Brief Description of Proposal	A review of Mental Health services.
Brief Service Profile (including number of customers)	
Currently Southampton City Council are in partnership with Southern Health Foundation Trust to provide Mental Health Care in Southampton. The Council provide and fund social workers and support staff to the Community Mental Health Teams and crisis services. These are line managed by Southern Health Foundation Trust.	
Summary of Impact and Issues	
<p>The Council proposes to review its relationship with Southern Health Foundation Trust to ensure the agreement continues to offer value for money and the best care possible for services users.</p> <p>This includes to:</p> <ul style="list-style-type: none"> • Consider the joint arrangements in place to ensure they are meeting current level of demand. • Work in partnership with health to review all Mental Health care packages to ensure value for money. • Review and update policies and procedure and ensure that the provision of aftercare services is appropriate. • Review current training to ensure we are meeting legislative requirements. <p>In Southampton, we have approximately 3,500 service users. It is anticipated that the service provision will improve and there will be no interruption in care provision.</p>	
Potential Positive Impacts	
<ul style="list-style-type: none"> • A fit for purpose contract, which is current and up to date. • Service is flexible and able to meet current level of demand. 	

<ul style="list-style-type: none"> • The service will have the right amount of staff to complete the complexity of cases. • The service will have monitoring arrangements to manage budgets effectively. • To use accommodation/office buildings in the most effective way. • Reduce duplication between teams. 	
Responsible Service Manager	Sharon Stewart Prioritisation, Safeguarding and Initial Response Service Lead
Date	14 October 2016
Approved by Senior Manager	Paul Juan Acting Service Director – Adults, Housing and Communities
Date	14 October 2016

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	<p>The recommendation should make no fundamental impact on the service users in regard to age.</p> <p>Some service users have older carers who have their own support needs or who may develop needs in the future.</p>	<p>All service users will be considered in view of their individual needs including complexity and access issues.</p> <p>Carers are entitled to assessments in their own right and would be able to access this where necessary.</p>
Disability	<p>The recommendation aims to have a positive impact on people with mental health needs but may have negative impact depending on the individual.</p> <p>A positive impact for some will be the freedom and flexibility to use their personal budget to meet their individual need.</p>	<p>All service users will be considered in view of their individual needs including complexity and access issues.</p>
Gender Reassignment	<p>Services can provide a safe environment for people who face multiple discrimination. Accessing mainstream activities may be more</p>	<p>This can be mitigated by support to access alternative, appropriate services such as peer support and by working</p>

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
	challenging for some individuals.	with other agencies to ensure all purchased and community services are accessible to all communities.
Marriage and Civil Partnership	No identified negative impacts.	N/A
Pregnancy and Maternity	No identified negative impacts.	N/A
Race	The impact on Black and Minority Ethnic (BME) groups will be in line with current evidence to support the need to facilitate better access to services for this group.	All service users will be considered in view of their individual needs including complexity and access issues.
Religion or Belief	No identified negative impacts.	N/A
Sex	No identified negative impacts.	N/A
Sexual Orientation	In house services can provide a safe environment for people who face discrimination. Accessing mainstream services for some individuals may be more challenging.	This can be mitigated by support to access alternative, appropriate services such as peer support and by working with other agencies to ensure all purchased and community services are accessible to all communities.
Community Safety	No identified negative impacts.	N/A
Poverty	There are potential impacts if people have to travel further at extra cost to access their support. Alternatively people can chose to access more local services.	All service users will be considered in view of their individual needs including age, complexity and access issues.
Other Significant Impacts	No identified negative impacts.	N/A

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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.

Outcome	People in Southampton Live Safe, Healthy, Independent Lives.
Code	SHIL 8 (i)
Name or Brief Description of Proposal	Cease funding contribution for appropriate adult scheme.
Brief Service Profile	
<p>The service provides persons acting as an Appropriate Adult (AA) for children and young people (in the absence of the parent, guardian or, if the juvenile is in the care of a local authority or voluntary organisation, a person representing that authority or organisation, or a Social Worker) and mentally vulnerable adults (in the absence of a relative, guardian or other person responsible for their care) held in custody at a police station.</p> <p>The service will also provide AA for children or vulnerable adults who are victims or witnesses required at the police station; and to provide AA support for Unaccompanied Asylum Seeking Children who are requiring an age assessment to be undertaken by Children’s Services in situations where the age of the child is in dispute.</p> <p>The service was re-commissioned in collaboration with Hampshire County Council, Southampton City Council, Portsmouth City Council, Isle of Wight Council and Hampshire Constabulary following a recent procurement process.</p> <p>The contract start date was 01/07/2016 and end date 30/06/2019. The annual contract value is £300,000 with Southampton contribution from Children’s Services £23,000 (indicative) and Adult Services £39,960 (maximum).</p>	
Summary of Impact and Issues	
The provision of an Appropriate Adult service is non statutory for adults aged 18 and over.	

There is a statutory requirement upon Youth Offending Teams to provide Appropriate Adults for those up to the age of 18. Hampshire Constabulary have so far declined to provide a contribution towards the adult element of this service due to predicted financial reductions and a view that the vulnerable individuals within custody fall within the responsibility of Local Authorities.

Risks identified prior to procurement included:

1. Despite no statutory requirement on any organisation this area of work must be picked up. If the council cease to fund then the current model within the Southampton suite will not be financially viable. The current commissioning allows a person to be present in the custody suite during core hours and has reduced the cost of the model compared to the alternative of spot purchasing the support when needed. Withdrawal of this post will require Hampshire County Council to spot purchase for their residents within the suite and also for us to spot purchase the statutory element for Southampton (children's resource) this may impact on our budget for the children's element as the spot purchase rate is significantly higher than the current model. Hampshire Constabulary will need a resource and so may have to fund provision within Southampton either through their operational budgets or with Office of Police and Crime Commissioners (OPCC) monies. This will present a cost or resource pressure within their custody teams which has the potential to increase the amount of time officers spend sourcing AAs. In order to meet this shortfall it is possible, in line with the current approach, that the Constabulary and OPCC will top slice or reduce the various grants which they currently contribute towards functions of the council.
2. There is a potential risk that this pressure will be passed on to the council's operational teams as this work must be covered and many people will fall within the councils eligibility criteria and already be allocated.
3. At present Hampshire Constabulary would like to make changes to the service but are unable as they are not party to the contract. Through funding in part or entirely the Constabulary will be able to have more say over the service they want, potentially reducing delays in custody, which may give them benefits to commissioning directly that cannot be achieved through local authorities. If Southampton withdraw completely and the Police or OPCC fund in its entirety then other local authorities might follow and this would increase the cost to Hampshire Constabulary and they might be less likely to fund in Southampton; asking for part funding might be a more achievable option.
4. Having no commissioned AA service is likely to lead to delays in the sourcing of AAs by police officers, increasing the length of time vulnerable adults spend detained within Southampton. It is highly likely that there will be associated risks with extended detention and reduced outcomes relating to health and wellbeing. This is at a time when there are well documented issues nationally in relation to vulnerable people being held in police cells and some high profile serious incidents.

<p>5. Damage in relationship between SCC, Hampshire Constabulary, the other local authorities and the OPCC and reputational damage.</p> <p>6. Hampshire Constabulary may potentially withdraw other funding streams, from the council in order to meet demand of AA provision.</p> <p>7. A report commissioned by home office and completed by the National Appropriate Adult Network is likely to suggest AAs becoming a statutory requirement however, after talking to reports author, it is highly unlikely this request will be supported by Home Office due to the cost involved.</p>	
Potential Positive Impacts	
<p>Recommence negotiations with OPCC and Hampshire Constabulary to seek a contribution towards these services.</p>	
Responsible Service Manager	Katy Bartolomeo
Date	13 November 2016
Approved by Senior Manager	Carole Binns
Date	13 November 2016

Impact Assessment	Details of Impact	Possible Solutions
Age	<p>No service would be available for adults aged 18 years and over.</p> <p>This will result in people of working age spending longer in police cells.</p> <p>Children would have to wait longer in custody for an appropriate adult to arrive as currently there is one permanently situated in the custody suite in core hours to work with all ages and this would be withdrawn. The spot purchased route will cause delays.</p>	<p>Work with Hampshire Constabulary (HC) to develop joint solutions.</p>
Disability	<p>The service safeguards the rights and needs of vulnerable individuals, which may impact individuals across all of the protected characteristics, including those with learning and mental disabilities. This is likely to lead to a reduction in</p>	<p>Work with HC to develop joint solutions.</p>

	the wellbeing of vulnerable adults.	
Gender Reassignment	As above - no additional negative impacts identified.	
Marriage and Civil Partnership	As above - no additional negative impacts identified.	
Pregnancy and Maternity	As above - no additional negative impacts identified.	
Race	As above, in addition there is some evidence that people from Black and Minority Ethnic (BME) communities are more heavily represented in arrest figures and therefore vulnerable people from BME communities could be disproportionately affected.	Work with HC to develop joint solutions.
Religion or Belief	As above - no additional negative impacts identified.	
Sex	As above - no additional negative impacts identified.	
Sexual Orientation	As above - no additional negative impacts identified.	
Community Safety	As above - no additional negative impacts identified.	
Poverty	As above - no additional negative impacts identified.	
Other Significant Impacts	<p>Individuals may fall within the eligibility criteria of the council and responsibility for covering some of this work may fall to the council's operational teams, increasing pressure on those services.</p> <p>The current model of having a worker based in the custody suite for core hours, works out significantly cheaper than the spot purchase rate and so the statutory function for children's could be higher than the current budget and cause a cost pressure there.</p>	



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.

Outcome	People in Southampton live safe, healthy, independent lives
Code	SHIL 8 (ii)
Name or Brief Description of Proposal	Non-renewal of commissioned outreach and support services for Southampton people living with HIV.
Brief Service Profile (including number of customers)	
<p>This service has been commissioned to contribute towards improving the health, wellbeing and quality of life of people living with HIV in Southampton alongside the statutory sector provision for HIV treatment and care commissioned by NHS England. The service is provided by Positive Lives and provides emotional and practical support to individuals and families who are affected by HIV. The service helps individuals to remain in treatment and maintain their viral load under control.</p> <p>The service also provides regular ‘HIV Awareness’ courses for organisations which are well attended. The aim is to reduce discrimination, which has been found in many settings including health, education and the workplace. Participants feedback is extremely positive and shows the courses are effective.</p> <p>The service supports approximately 120 service users at any one time.</p>	
Summary of Impact and Issues	
<p>The impact of losing this service is hard to quantify, but those living with HIV do suffer high rates of stigma and other difficulties in their physical and mental health.</p> <p>Ending this contact could have onward costs for the NHS in increased</p>	

treatments as some people living with HIV will not maintain their treatment regime as effectively without the support of this service. The preventative impact of this service, in reducing the risk of onward transmission, has a powerful financial payback in addition to improving the quality of life for those living with this condition.

Additionally, in terms of wider equality impacts, not recommissioning this service would disproportionately affect Black African and Men who have sex with Men (MSM) as they currently form 37% of the clients for this service.

This service contributes to work to help reduce the onward spread of HIV by keeping those living with it stable and in treatment, working, and also helps reduce stigma associated with HIV.

Potential Positive Impacts

None

Responsible Service Manager	Kirsten Killander Service Development Officer
Date	7 March 2016, refreshed 14 October 2016
Approved by Senior Manager	Tim Davis Senior Commissioner
Date	17 October 2016

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	The decommissioning of this service would mostly affect adults between the ages of 25-65. However they also work closely with young people with HIV to smooth transition from child to adolescent health services, and with vulnerable older adults. The young people they work with would be particularly affected as they may not be able to obtain alternative support as the nearest is in London. Although some young people do currently go to London they are escorted by a volunteer from the current service provider. When support for young people was introduced as part of the service specification in 2013 all the young people said it changed their	To phase out LA funding in an announced and managed way to enable the wider system to evaluate whether alternative funding might be available. Work with NHS England specialist commissioning to identify routes

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
	lives as they had never met any other young person who was HIV positive and had never had support of any kind – except clinically. Young people (with HIV) who have received support have had better life outcomes than those that lived in Southampton prior to the service starting.	for support
Disability	No specific negative impact for people with disabilities is anticipated.	Not applicable.
Gender Reassignment	No specific negative impact for people undergoing gender reassignment is anticipated.	Not applicable.
Marriage and Civil Partnership	No specific negative impact for people in marriage or civil partnerships is anticipated.	Not applicable.
Pregnancy and Maternity	It is important that the small minority of HIV positive pregnant and maternity women are supported appropriately so that they adhere to their medication programme and also obtain formula milk. Without this support HIV may be transmitted to the baby.	Work with maternity services and NHS England to ensure effective support for women and their family
Race	Currently 37% of the service's clients are from Sub-Saharan Africa or are Black Caribbean. There would be a particular adverse impact for this cohort of the population due to the stigma attached to HIV in their community. This results in HIV positive people not disclosing to friends and family and being isolated from support. They are also often not able to access information through the web as they are afraid family members will see their 'web history'. Without independent support such as that received through this service Black African / Caribbean clients could be excluded from any support, advice and information.	Work with NHS England specialist commissioning to identify routes for support To phase out LA funding in an announced and managed way to enable the wider system to evaluate whether alternative funding might be available.
Religion or Belief	No specific negative impact for people in relation to religion or belief is	Not applicable.

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
	anticipated.	
Sex	62% of clients are men with the remaining 38% being women. There are no transgender clients. More importantly the majority of male clients will be gay, bisexual or other men who have sex with men (MSM). The impact of this is discussed under sexual orientation.	<p>Work with NHS England specialist commissioning to identify routes for support</p> <p>To phase out LA funding in an announced and managed way to enable the wider system to evaluate whether alternative funding might be available.</p>
Sexual Orientation	62% of clients are male of which the majority will be either gay men, bisexual men or other MSM. Without this service men will be vulnerable to not adhering to their medication and, due to lifestyle, may be more prone to causing onward transmission.	<p>Work with NHS England specialist commissioning to identify routes for support</p> <p>To phase out LA funding in an announced and managed way to enable the wider system to evaluate whether alternative funding might be available.</p>
Community Safety	No specific negative impact for community safety, in the traditional sense, is anticipated. However the decommissioning of this service could increase the prevalence of HIV locally.	Not applicable.
Poverty	This service often supports people that are not working due to their HIV causing ill health. Closure of the	

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
	<p>service would therefore adversely affect those clients who live in poverty. The service has also supported people discriminated at work when their HIV positive status has been inadvertently disclosed. They have 'educated' the work place and prevented people resigning due to the discrimination they had previously received, or perceived they would receive.</p>	
<p>Other Significant Impacts</p>	<p>This additional support helps reduce the likelihood of a number of personal adverse impacts: homelessness, isolation and loneliness and discrimination at work / school. Apart from the distress this causes people it will also lead to increased costs for the Council and other organisations. People living with HIV are often regarded as a vulnerable group in their own right, as they generally are vulnerable to poor health and wellbeing outcomes, and still often suffer stigma and discrimination in the community and the workplace.</p> <p>Additionally without support everyone living with HIV is vulnerable to not adhering to their medication programme. This is partly due to the fact that the majority of medications have to be taken on a very strict routine. The service helps them overcome barriers to taking medication. Without adherence viral loads will increase or people may become immune to their medication and have to change to progressively more expensive medications. People become unwell (immune system is low and so infections are picked up etc) and can be hospitalised.</p> <p>Where there are specific impacts for an identified characteristic they are</p>	<p>To phase out LA funding in an announced and managed way to enable the wider system to evaluate whether alternative funding might be available.</p> <p>Innovative, externally funded work, such as the web chat support models being funded by a national HIV Innovation Fund bid may reduce future service costs through a new model.</p>

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
	<p>detailed in the appropriate 'details of impact'.</p> <p>This service helps reduce the onward spread of HIV by keeping those living with it stable and in treatment, working, and also helps reduce stigma associated with HIV.</p>	

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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.

Outcome	People in Southampton live safe, healthy, independent lives
Code	SHIL 9
Name or Brief Description of Proposal	<p>Increase employment, skills development, volunteering and other opportunities which promote and maintain independence as an alternative to day services.</p> <p>This covers all day care including those provided by external providers and Council services at Sembal House and Woolston Community Centre. This proposal incorporates a review of how the council funds transport to and from day services for people predominantly aged 18 to 65 years (excludes transport provided for the older person day service which is subject to a separate review).</p>
Brief Service Profile (including number of customers)	
<p>This proposal aims to address inequalities experienced by people, predominantly those with learning disabilities, but includes a small group of individuals with mental health and physical disabilities, who use the day services, from getting and keeping paid employment. The full impact will not be clear until implemented and outcomes can be monitored.</p> <p>The Care Act 2014 promotes individual wellbeing, and for some this may be about finding employment or voluntary work to build confidence and skills. This, coupled with the financial climate provides the basis for exploring an alternative approach to the way we support individuals currently using day services.</p> <p>Data from Adult Social Care Outcomes Framework (ASCOF) shows that 6.3% of individuals with a reported Severe Learning Disability in Southampton are in employment is higher than the national average of 6% but lower than the previous year of 9.4% and lower than the regional</p>	

average 8%.

Further ASCOF data for this group reveals that 3.6% of this client group would like to work. The percentage was higher at 6% for those clients within Southampton Day Services, Southampton City Council internal provision who were asked recently if they would like employment support. In Valuing People Now (2009) it was estimated that 65% of people with learning disabilities (moderate & severe) would like a paid job.

Current provision of day services for people with a learning disability (LD) equates to 281 individuals of which the Council provides 41% of the total market. The level of employment among other users of day services is expected to be comparable to those with LD.

Southampton Day Service (SDS) is a day service provision running out of two buildings, across the city providing service users with different types and levels of need. SDS operates from 2 locations:

- Sembal House
- Woolston Community Centre

Across both services provision is offered to 114 individuals a week. These individuals access the services for one to five days a week. 60 individuals who require a support ratio of 6-1 (clients to staff) attend for 157 sessions a week. These individuals would be more likely to be supported into a work opportunity in partnership with a supported employment team.

36 individuals who require periods of 1-2-1 or smaller group work attend 69 sessions a week. 17 individuals who require 1-2-1 support at all times access 71 sessions a week. It is likely these individuals would still require access to a standard day services provision which could be provided via the external market.

SDS offers a range of activities such as sports, arts and crafts, life skills and educational programmes and in some cases offers specialist therapy services. The in house services provide transport, support for trips and activities in the community. The service is used predominantly by individuals with learning disabilities and has a higher number of individuals with more profound and multiple learning disabilities than individuals using external services.

Work often plays a pivotal role in defining an individual's quality of life, sense of independence and may be an integral part of a person's overall life experience. Employment should be an achievable goal for people including those with disabilities (LD, mental health and physical disabilities) as much as it is for non-disabled people in our society.

The current Day Service offer across both internal and external costs on average £40,833 per week for 281 individuals making the annual cost

£2,123,316.

The proposed savings would reduce the budget portfolio by 33% in year two onwards. The overall reduction would be across all day services providers but where alternative employment, skills development and comparable opportunities are sourced within the wider external market, it would enable the effective closure of internal services. During the period of development and change, the in house services would focus their support delivery around employment, while external services would focus their development towards the higher more complex needs.

Summary of Impact and Issues

Access to employment or comparable opportunities is likely to provide a significant positive impact. However, a potentially negative impact of this will be the prospective closure of the internal provision of day services, as well as a reduction or change in the use of the external provision to meet the needs of the individuals with complex needs.

There would need to be extensive consultation and co-production work carried out with external providers in order to gain successful buy-in and ensure that the needs of those clients with more complex needs are appropriately supported within external service provision.

There is likely to be a requirement for the Council to support appropriate skills development within external provider workforce.

Attention will need to be made regarding suitability of accommodation of external providers to meet accessibility requirements of the new cohort of clients. This could require capital investment from the Council.

Individuals, carers and their families may experience both positive and negative impacts depending on their individual circumstances and how they perceive the changes. For around 60 -100 individuals who are expected to move closer to the employment setting, the initial impact may feel more negative, especially for individuals with learning disability who find change more challenging. However, the long term impact is expected to be positive.

The impacts are described for the current population using day services. However, there will be a positive impact for a larger number of individuals in the long term as the younger population gains increased access to positive experiences of employment and comparable activities.

Carers may experience both a positive and negative impact as they see their loved ones gain increased choice and independence; equally they may find the change impacts negatively on their caring responsibilities.

Transport is often an important part of someone's independence. Where this is transferred to suitable alternatives the impact is likely to be

positive. However, with all changes, the process of change and the move to using different transport options may have a negative impact on individuals.

Potential Positive Impacts

Accessing employment, skills development and comparable opportunities is known to be a positive improvement in the lives of most people. This will be extended to those individuals who are supported through this change as well as the cohort of younger people who will be provided with a more independent and flexible approach.

Alongside the changes, individuals may choose to have a Personal budget and / or take a Direct Payment and be supported to do so through appropriate services. This will enable people to make arrangements to meet their individual needs themselves thus increasing personal control and independence in managing their own care and support.

Responsible Service Manager	Ricky Rossiter Service Manager - People
Date	14 October 2016
Approved by Senior Manager	Paul Juan Acting Service Director – Adults, Housing and Communities
Date	17 October 2016

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	<p>People with learning disabilities experience a range of health problems earlier than the general population which needs to be factored into the design of alternative services.</p> <p>Some service users have older carers who have their own support needs or who may develop needs in the future.</p>	<p>All service users will have an assessment prior to any consideration of service closure. This will address individual needs including age, complexity and access issues.</p> <p>Carers are entitled to assessments in their own right and would be able to access this where necessary.</p>
Disability	The recommendation will impact on people with learning disabilities, physical disabilities, sensory	All service users will have an assessment prior to any consideration of service

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
	<p>impairment and mental health needs. The recommendation may have either a positive or negative impact depending on the individual and the extent to which they prefer current models of service.</p> <p>A negative impact for some will be the change in service location</p> <p>This could impact specifically on people with physical disabilities who need to use services and buildings which are accessible. Some of the buildings currently providing SDS have good access arrangements but other community resources may not be as suitable.</p>	<p>changes. This will address individual needs including age, complexity and access issues.</p> <p>In addition to individual assessments the phased closure of SDS will consider which buildings should be retained in the initial phase in order to address any potential impact. This will also provide the time to seek suitable alternatives for people.</p> <p>Capital investment from the Council may be required to ensure alternative accommodation of service provision for Clients with complex needs meet accessibility requirements and personal care needs.</p>
Gender Reassignment	No identified negative impacts.	N/A
Marriage and Civil Partnership	No identified negative impacts.	N/A
Pregnancy and Maternity	No identified negative impacts.	N/A
Race	<p>The recommendation may have either a positive or negative impact depending on the individual.</p> <p>Building based services have not traditionally attracted people from Black and</p>	All service users will have an assessment prior to any service change which will include cultural issues.

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
	Minority Ethnic (BME) communities suggesting in-house services are not attractive to these communities and shift of focus may improve service take up.	
Religion or Belief	The recommendation may have either a positive or negative impact depending on the individual, although increased use of personal budgets is usually experienced as a positive impact, allowing individuals with different requirements to be addressed individually.	All service users will have an assessment prior to any of service change which will address matters of religion and belief.
Sex	No identified negative impacts.	N/A
Sexual Orientation	No identified negative impacts.	N/A
Community Safety	<p>National research identifies disabled people are more likely to experience crime and anti-social behaviour, than non-disabled people. This may be harder to identify in a wider, employment based setting.</p> <p>There could be a negative impact on Individuals who feel safer accessing city council buildings in areas that they know and feel comfortable in.</p>	<p>Assessments will consider community safety issues for individuals including service location.</p> <p>The Community Safety team works with a wide range of partners to address and provide a more resilient response to community safety issues.</p>
Poverty	Access to employment and other comparable opportunities usually leads to improved economic situations. However, there are potential impacts if people have to travel further at extra cost to access their support or need to access	<p>All services users will have an assessment prior to any service change which will address these issues.</p> <p>Good information and advice about employment based benefits will be provided</p>

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
	<p>the benefit system.</p> <p>A change of service for those not accessing employment skills could cause financial difficulties.</p> <p>Alternatively people can chose to access more local services.</p>	<p>through the changes.</p> <p>Individual financial circumstances will be considered in any new arrangements that are agreed with the individuals.</p> <p>Costs of transport can be included in a personal budget/direct payment.</p>
Other Significant Impacts	No identified negative impacts.	N/A

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Equality and Safety Impact Assessment

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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.

Outcome	People in Southampton live safe, healthy, independent lives
Code	SHIL 10
Name or Brief Description of Proposal	<p>Review substance misuse provision.</p> <p>To reduce investment in drug and alcohol treatment services by working with providers to change the model of support in the short term and in the longer term to review services alongside other areas, including homelessness services, to develop a more integrated approach.</p>
Brief Service Profile	
<p>The Council took over the ongoing commissioning of alcohol and substance misuse services when the responsibility for Public Health transferred from health. The Public Health Grant is used to deliver a number of contracts for drug and alcohol treatment services:</p> <ul style="list-style-type: none"> • Southampton Drug and Alcohol Recovery Service (SDARS) with a current contract value of £2.9m which is comprised of : <ul style="list-style-type: none"> ○ DASH Young Persons Substance Misuse Service (No Limits) ○ ARM Assessment Review and Monitoring Service (CGI) ○ Structured Interventions Service (Solent NHS – Society of St James – No Limits) • Shared Care Support delivered by 8 GP Practices in the city in partnership with SDARS (current contract value £45k) • Alcohol Care Team at Southampton General Hospital (UHS) (current contract value £93k) • Hepatology Outreach Nurse Service (current contract value £10k) • Pharmacy Needle Exchange (current contract value £10k) <p>Outcomes from the services include :</p> <ul style="list-style-type: none"> • provision of early prevention and interventions to young people and brief interventions and early treatment for adults with a substance misuse problem to reduce the number of adults needing to seek help for more serious, entrenched drug and alcohol problems in later life, including those requiring 	

- treatment for serious health conditions such as liver disease.
- Reduction of harm and recovery from problematic substance use.

The Southampton Drug and Alcohol Recovery Service provides the majority of interventions to facilitate individual reduction of harm and recovery from problematic substance use. In 2015/16 this partnership of services:

- Engaged 1,040 people in Structured Treatment consisting of;
 - Alcohol and Non Opiate drug use - 67
 - Alcohol Only - 196
 - Non Opiate drug use - 68
 - Opiate drug use - 709

The partnership have struggled to achieve desired outcomes since the beginning of this contract in Dec 2014, however performance is improving but non opiate recovery rates are still of concern. Recovery rates are:

	Baseline 1/4/15 – 31/3/16	Latest 1/7/15 – 30/6/16	National Top Quartile
Opiate	6.6%	7.5%	7.5 – 10.3%
Non Opiate	28.3%	32%	49.5 – 63.4%
Alcohol	30.6%	41.3%	39.48%
Alcohol and Non- Opiate	25.8%	25.8%	37.7 – 60.92%

DASH provides help and support for young people up to the age of 25 who would like support with their drugs or alcohol use

In 2015/16:

- 1,906 young people received a brief intervention for drug and/or alcohol problem use.
- 8,930 young people were contacted through targeted outreach. Seventy six (11-17 year olds) were seen for specialist substance misuse treatment (tier 3) and 128, 18–24 year olds.
- 86% of young people who were treated for substance misuse problems exited the service in an agreed and planned way.
- Every secondary school within Southampton and home educated children received awareness sessions last academic year. Workshops for young people needing support are also offered.

Shared Care is provided by 8 GP Practices in Southampton. The service oversees care for approximately 80 drug clients on maintenance treatment at any one time. 70-80% are men, most in middle age, with a very long addiction history. It relies on specially trained GPs who work with the clients in their GP practices. This removes the clients from the specialist service setting in which more active drug users are treated more intensively. This model of care provides care nearer home, and in a more mainstream setting.

The Alcohol Care Team (ACT) at UHS works 5 days a week and is joint funded by

Hampshire County Council. Recent activity data shows:

- Assessed 227 people (135 - 60% were Southampton residents).
- Majority (75%) = high risk drinkers scoring 15 or more on AUDIT (people drinking at this level would be likely to have physical dependency and significant impact on health and wellbeing outcomes). Majority aged 45 +.
- Delivered Alcohol training sessions to 86 clinicians in alcohol awareness, referral routes & brief advice.
- Developed anticipatory care plans for high impact users.

Hepatology Nurses offer an outreach service to drug clients with liver disease (mainly Hepatitis C and B, some alcohol related disease). There are 400 clients screened each year. The nurses also provide education for staff and clients, and treatment supervision for a caseload of 20-30 each year.

The pharmacy needle exchange scheme operates across pharmacies in the city. The scheme distributes injecting equipment to a range of users, including intravenous drug users (IVDU), body enhancement and steroid users in the city. There are between 6,000-8,000 needle exchanges per year. The purpose of the service is to contain/prevent spread of blood borne viruses (BBVs), such as HIV, and hepatitis B and C, and to prevent abscesses and septicaemias in those who inject drugs.

Health and Social Care Act 2012 gives local authorities the duty to reduce health inequalities and improve the health of their local population by ensuring that there are public health services aimed at reducing drug and alcohol misuse. The 2015/16 public health ring-fenced grant included a new condition that requires that local authority must, in using the grant, "...have regard to the need to improve the take up of, and outcomes from, its drug and alcohol misuse treatment services...".

The proposal is to reduce investment across all services, which have been protected from previous reductions and review the whole model in the longer term to focus on earlier intervention and create further efficiencies. This includes incorporating national reductions in the Public Health grant.

Summary of Impact and Issues

A reduction in service availability will have an impact upon the provision of harm reduction and recovery interventions to the citizens of Southampton. This could mean an increase in drug use and associated drug litter, crime, anti-social behaviour, domestic abuse and violence, adult and children's safeguarding issues, housing problems and homelessness, as well mental and physical ill health, blood borne virus prevalence and drug related deaths.

Southampton struggles with above national average alcohol related hospital admissions. At least 10% of UHS emergency department attendances are alcohol related and there could be an increase.

Needle exchange and hepatology outreach services are known to contribute to managing the prevalence of Blood Borne viruses and the likelihood is that there will be an increase in Blood Borne Virus infections such as Hepatitis B or C. Prevalence of Hep C in the IV drug users is currently 40-60%. Recent HIV outbreaks have again

been associated with IV drug use, but locally our main issue is Hepatitis B and Hepatitis C. An increased rate of blood borne virus infection which will lead to increased cost to other services including health and social care.

There could be an impact for key stakeholders such as police, probation, ambulance service and the public) if the number of people who can access treatment and the range of interventions that are available were to be reduced resulting in the consequences described above. It is also likely that local performance will reduce against national indicators.

Individuals with significant substance misuse problems also meet the eligibility criteria for care and present need both individually and in relation to carer and family impact. There is a significant overlap between substance misuse, domestic violence, safeguarding, homelessness, poverty and the development of long term conditions requiring care package support. It is therefore possible that there will be a transfer of costs to other services including other social care teams.

Through service redesign savings could be made within the entire substance misuse resource and considering the role of combining other service areas however there is a higher risk of adverse consequences if services are reduced before this piece of work can be completed as redesign and recommissioning takes time.

Potential Positive Impacts

Complete service redesign will provide an opportunity to review the substance misuse services and develop a more integrated approach which takes an holistic approach that goes beyond looking at single lifestyle issues and instead aims to take a whole-person, whole-family and community approach. This could include combining services with others such as housing support services to achieve a more integrated approach that focuses on the cause of issues rather than managing the consequences. However this will take time to achieve a detailed review, consultation and service specification development process.

Lower level outcomes could be achieved through encouraging and facilitating individual behaviour change and interventions that build personal resilience though this will not address impact in specialist services for people who already have significant problems.

Responsible Service Manager	Carole Binns, Acting Director Adult Social Services Sarah Weld, Consultant in Public Health
Date	17 October 2016
Approved by Senior Manager	Stephanie Ramsey, Director of Quality and Integration Dr RA Coates, Interim Director of Public Health
Date	17 October 2016

Potential Impacts

Impact Assessment	Details of Impact	Possible Solutions
Age	<p>Negative impact across all age groups. It is usually more effective to provide intervention to people with substance misuse problems as early as possible and reducing service provision to young people could result in problems becoming more severe and entrenched.</p> <p>Outreach into schools and the community are likely to be reduced leading to fewer young people at risk of developing problems being identified and limited our ambitions for early intervention.</p> <p>Shared care proposals likely to impact disproportionately on middle age/mature drug users with long-term addiction who are a group at high risk of drug related death.</p> <p>Outreach into the community may be reduced leading to fewer people at risk of developing problems at a younger age being identified and limiting our ambitions for early intervention.</p>	<p>Service redesign could specify that brief/early intervention is prioritised.</p> <p>As part of the CAMHS (Child and Adolescent Mental Health Services) transformation plan, it is likely that counselling services may be improved. This may help to identify young people experiencing substance misuse problems and refer them accordingly.</p> <p>Consider higher reductions in adult services to protect young person's services (though this would increase impact in these services).</p>
Disability	<p>Negative impact.</p> <p>Long term drug use is associated with a range of other chronic health problems and people with disabilities are likely to be over represented in this group.</p> <p>Interventions can and do prevent disability.</p> <p>Current services take a universal but targeted approach. Whilst impact will be population wide there is a risk that groups that find it harder to engage with universal services are disproportionately affected when resources are reduced.</p>	<p>Service redesign could specify that providers will be required to prioritise certain groups including adults with long term physical and / or mental health conditions.</p>
Gender Reassignment	<p>Negative impact.</p> <p>Current services target adults who are</p>	<p>Ensure commissioned services are able to work with diverse</p>

Impact Assessment	Details of Impact	Possible Solutions
	<p>experiencing problems with substance misuse. There is a risk that people that find it harder to engage are disproportionately affected when resources are reduced.</p>	<p>need.</p> <p>Contract monitoring to ensure take up of service reflects population and local need.</p>
<p>Marriage and Civil Partnership</p>	<p>Negative impact.</p> <p>People’s problematic use of alcohol has a direct impact on relationships. In particular the relationship between Alcohol and Domestic Abuse is well evidenced.</p> <p>Any reduction in funding will have an impact on our city’s ability to address the strains and difficulties caused by alcohol and drugs on relationship breakup.</p>	<p>Partnership work with other stakeholders and children and families teams to address negative consequences where possible.</p> <p>The DAPP (domestic abuse) scheme is currently working with substance misuse services to address the issues of identifying perpetrators and domestic abuse victims engaging in treatment.</p>
<p>Pregnancy and Maternity</p>	<p>Negative impact.</p> <p>Drug and Alcohol use have direct and detrimental implications to conception and foetal development.</p> <p>Any reduction in funding would impact on ability to prevent and reduce harm thus increasing numbers experiencing complications in pregnancy, still birth and low birth weight and children born with Foetal Alcohol Spectrum Disorders, which can result in lifelong health and social care need. This could drive up the need for adoption or fostering and cost transfer to other services. Women who are pregnant or who have children are often reluctant to approach statutory services due to the fear of child protection proceedings. The current funding arrangements include a joint post across children and adult services</p>	<p>Increase the responsibility of Pre and post-natal services to address need, subject to capacity within those services.</p> <p>Consider upskilling children and family workers to incorporate into core work.</p>

Impact Assessment	Details of Impact	Possible Solutions
	<p>in order to proactively engage women in these situations. Reduced investment may put specialist posts like this at risk, as a considerable amount of the post time is taken in networking and promotional activities and remaining funding will need to be targeted on case holding activities in order to meet national targets. Reductions in these services are likely to have an impact on safeguarding.</p>	
Race	<p>Negative impact.</p> <p>No specific impact on individual ethnicities.</p> <p>Current services take a universal but targeted approach. Whilst impact will be population wide there is a risk that groups that find it harder to engage with universal services are disproportionately affected when resources are reduced.</p> <p>There is some evidence that people from BME communities are under-represented in accessing services in the city – additional barriers to access such as longer waiting times may more negatively impact on people who already face barriers.</p>	<p>Service redesign could require providers to prioritise certain groups including Black and Minority Ethnic (BME) groups and to provide active outreach to minority ethnic communities.</p> <p>Contract monitoring and data capture which ensures all parts of the community can access services.</p>
Religion or Belief	<p>Negative impact.</p> <p>As above – may impact disproportionately on groups with diverse need.</p>	
Sex	<p>Negative impact.</p> <p>The service engages with whole populations focussing on harm rather than gender.</p> <p>More men are impacted by problematic drug and alcohol use and therefore are likely to experience greater impact.</p> <p>Health of men in Southampton is significantly worse than women with</p>	<p>Maximum use of personalisation/Direct Budgets and referral to community care funding where Fair Access to Care (FACS) applies.</p> <p>Contract monitoring and data capture which ensures all parts of the community can</p>

Impact Assessment	Details of Impact	Possible Solutions
	<p>lower life expectancy and higher premature mortality. Alcohol is a key driver of morbidity and mortality thus reducing investment in these services may increase inequalities between men and women.</p> <p>Men are more likely to die a drug related death.</p> <p>Men are known to be less likely to engage with health services. There is a risk that groups that find it harder to engage with universal services are disproportionately affected when resources are reduced.</p>	<p>access services.</p> <p>Joint work with children and families.</p> <p>Specification to ensure gender specific issues are considered in style of provision.</p>
Sexual Orientation	<p>Negative impact.</p> <p>LGBTQ (Lesbian, Gay, Bisexual, Trans and Queer) groups have a higher incidence of substance misuse yet these communities are underrepresented in substance misuse services.</p> <p>Current services take a universal but targeted approach. Whilst impact will be population wide there is a risk that groups that find it harder to engage with universal services are disproportionately affected when resources are reduced.</p>	<p>Joint work with partners to address negative consequences.</p> <p>Maximum use of personalisation/Direct Budgets and referral to community care funding where Fair Access to Care (FACS) applies.</p>
Community Safety	<p>Negative impact.</p> <p>The impact of problematic drug and alcohol use on community safety is well documented</p> <p>A reduction of investment in this service would risk a reduction in our ability to reduce harms related to drug and alcohol use on individuals, their friends, families and communities</p> <p>Increase in Anti-Social Behaviour, Drug Litter, Street Drinking and begging.</p> <p>Crime may increase to pay for drug habits.</p>	<p>Joint work with partners to address negative consequences.</p>

Impact Assessment	Details of Impact	Possible Solutions
Poverty	<p>Negative impact.</p> <p>There is a direct relationship between deprivation and substance misuse. Any reduction in investment could negatively impact on our more deprived populations, exacerbating poverty and associated health inequalities.</p>	<p>Joint work with partners to address negative consequences.</p>
Other Significant Impacts	<p>There is overwhelming evidence that addressing substance misuse issues can have a major impact on mortality and morbidity and thus reduce demand for health and care services. Unhealthy behaviours such as long term drug or alcohol use are known to cluster in populations and are a key driver of health inequalities. A reduced substance misuse treatment offer is likely to lead to higher demand on future health and social care services and may increase health inequalities.</p> <p>All emergency services – Police, Ambulance and acute care experience the burden of people’s problematic drug and alcohol consumption. Reduction in services is likely to lead to increased pressure on these services.</p> <p>The Southampton Safe City Partnership has committed to developing new Drug and Alcohol Strategies for the city. Discussions have identified the need to increase capacity in treatment services as a key action. The proposed disinvestment in services presents a reputational risk to the Council.</p> <p>Substance misuse services based in Southampton represent a preventative opportunity which would be significantly reduced.</p>	<p>Review all substance misuse budgets together to identify how to design services in a new way to maximise the outcomes that we can achieve from the entire resource.</p> <p>Registrar starting soon who will focus on needs assessment for our population which will assist with service redesign.</p>

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