

# Public Document Pack

## Cabinet

Tuesday, 18th April, 2017  
at 4.30 pm

### **PLEASE NOTE TIME OF MEETING**

Council Chamber - Civic Centre

This meeting is open to the public

#### **Members**

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

(QUORUM – 3)

#### **Contacts**

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## **BACKGROUND AND RELEVANT INFORMATION**

### **The Role of the Executive**

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

### **The Forward Plan**

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

### **Implementation of Decisions**

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

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

### **Use of Social Media**

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

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

### **Southampton City Council’s Priorities:**

- Jobs for local people
- Prevention and early intervention
- Protecting vulnerable people
- Affordable housing
- Services for all
- City pride
- A sustainable Council

### **Executive Functions**

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

### **Key Decisions**

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

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

### **Procedure / Public Representations**

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

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

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

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

### **Municipal Year Dates (Tuesdays)**

<b>2016</b>	<b>2017</b>
21 June	17 January
19 July	14 February <b>(Budget)</b>
16 August	21 February
20 September	21 March
18 October	18 April
15 November	
20 December	

## **CONDUCT OF MEETING**

### **TERMS OF REFERENCE**

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

### **RULES OF PROCEDURE**

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

### **DISCLOSURE OF INTERESTS**

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

### **DISCLOSABLE PECUNIARY INTERESTS**

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

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

(ii) Sponsorship:

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

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

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

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

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

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

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

### **Other Interests**

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

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

Any public authority or body exercising functions of a public nature

Any body directed to charitable purposes

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

### **Principles of Decision Making**

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

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

### **BUSINESS TO BE DISCUSSED**

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

### **QUORUM**

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

In exercising discretion, the decision maker must:

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

## AGENDA

### 1 APOLOGIES

To receive any apologies.

### 2 DISCLOSURE OF PERSONAL AND PECUNIARY INTERESTS

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

## EXECUTIVE BUSINESS

### 3 STATEMENT FROM THE LEADER

### 4 RECORD OF THE PREVIOUS DECISION MAKING (Pages 1 - 2)

Record of the decision making held on 21 March 2017, attached.

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

There are no matters referred for reconsideration.

### 6 REPORTS FROM OVERVIEW AND SCRUTINY COMMITTEES (IF ANY)

There are no items for consideration

### 7 EXECUTIVE APPOINTMENTS

To deal with any executive appointments, as required.

## ITEMS FOR DECISION BY CABINET

### 8 GREAT OAKS SPECIAL SCHOOL EXPANSION (Pages 3 - 6)

Report of the Cabinet Member for Education and Skills detailing the proposed expansion of Great Oaks Special School, attached.

**NOTE:** This report is submitted for consideration as a general exception under paragraph 15 of the Access to Information procedure Rules in Part 4 of the Council's Constitution, notice having been given to the Chair of Overview and Scrutiny Management Committee and the public.

**9 ADOPTION SOUTH CENTRAL- REGIONAL ADOPTION AGENCY □ (Pages 7 - 14)**

Report of the Cabinet Member for Children's Social Care seeking approval to engage in the DfE RAA programme, attached.

**10 PROVISION OF AN INTEGRATED ADVICE, INFORMATION AND GUIDANCE SERVICE □ (Pages 15 - 24)**

Report of the Leader of the Council implementing a unified approach to the Council's investment in the Voluntary Sector, attached.

Thursday, 6 April 2017

Service Director, Legal and Governance

SOUTHAMPTON CITY COUNCIL  
EXECUTIVE DECISION MAKING

RECORD OF THE DECISION MAKING HELD ON 21 MARCH 2017

Present:

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

47. REPORTS FROM OVERVIEW AND SCRUTINY COMMITTEES

Scrutiny Inquiry Panel – Combatting Loneliness Final Report

On consideration of the report of the Chair of the Scrutiny Inquiry Panel, Cabinet accepted the report and agreed the following additional recommendation, put forward by the Chair of the Scrutiny Inquiry “To identify priority areas with our partners in the City that require assistance”.

48. TOWNHILL PARK REGENERATION NEXT STEPS

DECISION MADE: (CAB 16/17 18364)

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

Delivery and procurement Plot 1 (phase 1) and delivery of Plot 2 (phase 1) and further demolitions

- (i) To delegate authority to the Service Lead: Capital Assets after consultation with the Service Director – Finance and Commercialisation and the Leader to:
  - a) Finalise agreement of the procurement process for Plot 1 (phase 1) and appointment of a building contractor using an OJEU compliant framework subject to the contract sum being within the scheme approved budget
  - b) Subject to written approval by the Service Director: Legal & Governance that all legal requirements are met and obtaining all necessary regulatory consents, to enter into the necessary legal agreements on land sale and lease to enable the delivery of housing on Plot 2 (phase 1)
  - c) Subject to remaining within approved budget, to procure and enter into further demolition contracts to secure the clearance of property required to progress future redevelopment plots identified in the approved Master Plan.

### Land Disposal

- (ii) To delegate authority to the Service Lead: Capital Assets after consultation with Service Director:- Legal & Governance, the Service Director: Finance and Commercialisation and the Leader to dispose of land required for the delivery of the Townhill Park regeneration Scheme at less than market value where there is appropriate social and economic benefit and the disposal meets the conditions under Section 32 and 34 of the Housing Act 1985 permitting disposal at less than market value.

### Future Decant Programme

- (iii) Delegate authority to the Service Lead: Capital Assets after consultation with the Service Director: Legal & Governance, the Service Lead: Council Housing & Neighbourhoods and the Cabinet Member for Housing and Adult Care to:
  - (i) Carry out all necessary consultation on the Decant Policy and arrangements under the Housing Act 1985. The outcome of the consultation will be presented to Cabinet for approval of the revised Decant Policy
  - (ii) Subject to the future approval of Cabinet in relation to (i) above, to determine the future decant programme and associated arrangements for all affected properties required to deliver the regeneration scheme.
- (iv) To note that the current approved budget together with funding from Section 106 Affordable Housing contributions will be used to cover the costs of activities outlined in this report. In addition there is agreed Homes and Communities Agency (HCA) funding of £750,000 towards 50 affordable homes on Plot 1 (phase 1).

## 49. CONCESSIONARY FARES SCHEME 2017/18

DECISION MADE: (CAB 16/17 18606)

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

- (i) To agree to reimburse bus operators at 49.6% in line with the guidance issued by the Department for Transport.
- (ii) To agree the local enhancements above the statutory minimum.

# Agenda Item 8

<b>DECISION-MAKER:</b>	CABINET		
<b>SUBJECT:</b>	GREAT OAKS SPECIAL SCHOOL EXPANSION		
<b>DATE OF DECISION:</b>	18 APRIL 2017		
<b>REPORT OF:</b>	Service Lead; Education and Early Help		
<b><u>CONTACT DETAILS</u></b>			
<b>AUTHOR:</b>	<b>Name:</b>	<b>Kevin Verdon, Interim School Places Planning Manager</b>	<b>Tel: 023 8091 7501</b>
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<b>Director</b>	<b>Name:</b>	<b>Hilary Brooks, Service Director, Children and Families Services</b>	<b>Tel: 023 8083 4889</b>
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<b>STATEMENT OF CONFIDENTIALITY</b>	
NONE	
<b>BRIEF SUMMARY</b>	
<p>The Council is required by statute and regulations in accordance with section 19(1) of the Education and Inspections Act 2006 and the 'Making prescribed alterations to maintained schools – Statutory Guidance for Proposers and Decision Makers, April 2016, to approve any expansion of Approved Pupil Numbers (APNs).</p>	
<p>This report is submitted for consideration as a general exception under paragraph 15 of the Access to Information procedure Rules in Part 4 of the Council's Constitution, notice having been given to the Chair of Overview and Scrutiny Management Committee and the public. The matter requires a decision by the Council. The urgency is linked to the fact that 14 parents are still waiting confirmation of a place at Great oaks for September 2017. The statutory deadline for confirmation of secondary phase transfer was 15<sup>th</sup> February 2017, meaning that we have already missed this deadline.</p>	
<b>RECOMMENDATIONS:</b>	
Having complied with paragraph 15 of the Council's Access to Information Procedure Rules.	
	<p>(i) To approve the expansion of Great Oaks from an Approved Pupil Number (APN) of 178 to an APN of 212</p>
	<p>(ii) To authorise the Service Director, Children and Families Services, in consultation with the Service Director - Finance &amp; Commercialisation, to take any action necessary to give effect to aforementioned expansion.</p>
<b>REASONS FOR REPORT RECOMMENDATIONS</b>	

1.	This report is submitted for consideration as a General Exception under paragraph 15 of the Access to Information Procedure Rules in Part 4 of the City Council's Constitution, notice having been given to the Chair of the relevant Scrutiny Panel and the Public. The matter requires a decision to comply with the Council's duty to fulfil its duty as the decision-maker in prescribed alteration to schools
2.	The Local Authority has a statutory duty to ensure that all children who want a school place in the city are allocated one.
<b>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED</b>	
3.	Do nothing. This would result in children not being allocated a place at Great Oaks and they will inevitably have to be accommodated in out of city schools at much increased cost to the Council.
4.	Increase the size of another school in the city. Realistically, Great Oaks is the only school that can cater for the needs of these children
<b>DETAIL (Including consultation carried out)</b>	
5.	The number of pupils in Southampton schools has been increasing in recent years, firstly in the Primary sector and more recently in the Secondary sector. Special schools are also experiencing this surge in numbers, hence the increase in size of Springwell. Great Oaks is now at full capacity and there is a need to increase provision that they offer.
6.	In accordance with the statutory guidance, 'Statutory Guidance for Proposers and Decision Makers, April 2016', a consultation was held over a four week period between Thursday March 16 and Wednesday April 12, and views were sought from across key stakeholders on the proposed expansion.
7.	All schools were informed of the proposals and a Statutory Notice placed outside Great Oaks School. Both RC and CE diocesan education departments were also informed.
8.	Consultation documents were published on the Council's public website for the duration of the consultation.
9.	This report is being written in advance of the closure of the consultation period and will be amended/withdrawn should there be a consistent argument against the expansion.
10.	To date, (4 April), only two responses have been received. One from a nearby Primary school which was wholly in favour of the expansion, and another from a person, (whose relationship with the school was not disclosed), who felt that if Great Oaks was to expand it would become too big and class sizes would increase. This person was not in favour of expansion.
11.	Officers maintain that Great Oaks needs to increase in size to accommodate increasing demands for special school places; their budget would increase to provide funding for the requisite amount of teachers and ancillary staff.
12.	A full list of responses can be found in Appendix 1.
<b>RESOURCE IMPLICATIONS</b>	

<b><u>Capital/Revenue</u></b>	
13.	This report is seeking to increase the APN of Great Oaks to 212. The report is also seeking to authorise the Service Director, Children & Families Services, in consultation with the Service Director - Finance & Commercialisation, to make the necessary arrangements about placements and funding. The revenue cost of special schools is met from the Dedicated Schools Grant (DSG) High Needs block. There is currently a forecast pressure of £2.9M in 2017/18 against the total budget available for this block. The revenue impact of expanding Great Oaks to 200 places (a part year impact of £0.26M) is reflected in the forecast £2.9M pressure.
14.	A working group consisting of schools representatives from all phases is currently looking into different options to meet this shortfall. Any final options are expected to be presented to the Schools Forum meeting in June 2017.
15.	There may be an additional pressure as a result of increasing Great Oaks APN from 200 up to 212. The increased numbers of pupils at Great Oaks School will include the incorporation of the autistic spectrum disorder resource unit which is currently managed within Bitterne Park School but is proposed to move over to the management of Great Oaks School. Thus the other 12 places will be a transfer from one school to another, along with the attached funding per pupil. However, the costs per pupil may be marginally higher than the funding available.
16.	The increase in APN up to 212 will allow Southampton City Council (SCC) to accommodate Southampton pupils within the city. This means the Council will not have to fund independent settings to accommodate Southampton pupils. The independent placements could cost approximately £60,000 per pupil per year, with an additional cost of £10,000 per pupil per year for school transport. This would give an annual cost of £1.54M for 22 pupils. This is £1.15M more than the £0.39M annual cost of the Great Oaks option.
17.	Some minor works to the tune of around £15,000 need to be carried out to convert a room into two classrooms. This funding is already identified in the 'Schools Access Initiative' budget line within the Children's and Families Portfolio Approved Capital Program.
<b><u>Property/Other</u></b>	
18.	None.
<b>LEGAL IMPLICATIONS</b>	
<b><u>Statutory power to undertake proposals in the report:</u></b>	
19.	It is for the Local Authority to determine these proposals under the School Organisation (Prescribed Alterations to Maintained Schools)(England) Regulations 2013
<b><u>Other Legal Implications:</u></b>	
20.	None
<b>POLICY FRAMEWORK IMPLICATIONS</b>	
21.	These proposals are in line with the Council's seven priorities and the

	'Southampton Children and Young People's Strategy, (SCYPS) 2017-2020.
22.	Specifically Priority 3, 'Protecting vulnerable people' is at the heart of the Great Oaks expansion. Children with SEND are vulnerable and their needs are best met with specialist teaching in a safe and secure setting near their home. The expansion of Great Oaks will ensure that this is the case.
23.	Priority 1, 'Jobs for local people'. Should we not expand Great Oaks and end up having to fund our pupils in other Local Authorities special schools, then we are effectively exporting jobs as well as pupils. The expansion of Great Oaks will bring with it extra jobs – both teaching and non-teaching.
24.	Priority 7, 'A Sustainable Council'. The expansion of Great Oaks will mean that our financial liability to other LAs is decreased, thus reducing the strain on Council's reserves and making the Council's finances more sustainable
25.	'Southampton Children and Young People's Strategy 2017-20' prioritises pupils' achievement and potential and an expanded Great oaks will be in a better position to deliver these.

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

<b>DECISION-MAKER:</b>		<b>CABINET</b>	
<b>SUBJECT:</b>		<b>ADOPTION SOUTH CENTRAL - REGIONAL ADOPTION AGENCY</b>	
<b>DATE OF DECISION:</b>		<b>18 APRIL 2017</b>	
<b>REPORT OF:</b>		<b>CABINET MEMBER FOR CHILDREN'S SOCIAL CARE</b>	
<b><u>CONTACT DETAILS</u></b>			
<b>AUTHOR:</b>	<b>Name:</b>	<b>Lissa-Marie Minnis</b>	<b>Tel: 023 8083 2341</b>
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<b>Director</b>	<b>Name:</b>	<b>Hilary Brooks</b>	<b>Tel: 023 8083 4899</b>
	<b>E-mail:</b>	<b>Hilary.Brooks@southampton.gov.uk</b>	
<b>STATEMENT OF CONFIDENTIALITY</b>			
<b>None</b>			
<b>BRIEF SUMMARY</b>			
<p>The purpose of this report is to seek approval for Southampton Adoption Service, as part of Adoption South Central (ASC) Regional Adoption Agency (RAA) to move into the preferred option of a shared hosted service. ASC has representation from Hampshire County Council, Portsmouth City Council, the Isle of Wight and from the voluntary sector (VAA), Parents and Children Together (PACT), Barnardos and Adopter Voice.</p> <p>In 2015 the government announced its intention to establish Regional Adoption Agencies across England. Since then there have been repeated messages from the government that all local authorities need to pool resources to develop a regional adoption agency by 2020. The consequences for authorities that are not engaged in the process is that will need to join an existing RAA and thereby being at risk of not have equal representation in the governance of the RAA.</p> <p>Southampton has been fully engaged the regionalising adoption agenda since November 2015. This is in line with central government policy and will contribute to the outcome in the Council Strategy and Children and Family Strategy.</p>			
<b>RECOMMENDATIONS:</b>			
	(i)	To agree in principle that Southampton Adoption Service should transfer to the Adoption South Central Regional Adoption Agency (ASC RAA) on 1 <sup>st</sup> April 2018, subject to recommendation (v) below.	
	(ii)	To agree in principle that ASC RAA will operate via a shared service model with Hampshire County Council operating as the host authority. All four local authorities will have equal executive representation in governance arrangements to be determined and agreed.	
	(iii)	<p>To agree in principle to make a financial contribution to the operating cost of ASC RAA. Determination of the contribution will be based on two key principles:</p> <ul style="list-style-type: none"> <li>- Authorities' financial contributions to the RAA will be calculated using a 'fair funding model' based on the level of</li> </ul>	

		<p>service provided to each, and approved by each authority.</p> <ul style="list-style-type: none"> <li>- Authorities' financial contributions to the RAA in the first two years will be capped and will not exceed the agreed budget spend of 2016/17 (including fee subsidy, Adoption Support Fund or other grants).</li> </ul>
	(iv)	The set up costs for the ASC RAA will not exceed the development grant allocated by the DfE for this purpose.
	(v)	A further report setting out the financial, staffing and governance implications will be brought back to Cabinet for agreement prior to entering into any final arrangements to deliver the service through an RAA.

## REASONS FOR REPORT RECOMMENDATIONS

1.	<p>At the national RAA learning event on 22 September 2016 a message from the Minister of State for Children and Families, Edward Timpson, MP, stressed strongly that the Government remains fully committed to the RAA programme, anticipating that all LAs will be part of an RAA by 2020. As a manifesto commitment this policy retains a high priority. Any local authorities or voluntary adoption agencies (VAAs) who do not engage with the programme will miss out on early development funding and/or may be required to join an RAA not of their choosing at a future date.</p>
2.	<p>The Project Board for ASC has identified the benefits of a regional adoption agency as being:</p> <ul style="list-style-type: none"> <li>• <i>Reduction of fragmentation through creation of larger agencies</i> – a consolidated regional service will certainly reduce instances of fragmented provision. ASC will bring together current services which are necessarily variable due to differences between agencies, and in some cases cannot be delivered efficiently due to issues of geography or scale.</li> <li>• <i>Improved timeliness and efficiency of matching of children with adopters, especially hard to place</i> – ASC will have instant access to a larger pool of adopters for all children who have an agreed plan for adoption, increasing speed and appropriateness of placement.</li> <li>• <i>Increased recruitment of potential adopters and development of specialised training to increase numbers able to take hard to place children</i> – pooling budgets for recruitment, assessment and training of adopters will enable provision of more targeted and specialist services. The competitive element of adopter recruitment between the four authorities will be removed, allowing more coherent and targeted campaigns. Efficient and timely training and assessment of adopters will be more viable across the larger area.</li> </ul> <p><i>Development of higher quality, more flexible, responsive and efficient adoption support services</i> – uptake of adoption support services under ASC should be proportionately greater, allowing more specialist training and support events to be run across the region, increasing the level of choice for all adoptive families.</p> <p><i>Reduce direct costs through efficiencies and economies of scale and indirect costs by reducing numbers of children who do not achieve adoption</i> – efficiencies will follow from pooling of some management and back office costs. Furthermore the improved timeliness and rate of adoptions and reduced numbers of disrupted placements will provide significant savings to other services within each authority.</p>

## ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

3.	<p>The four local authorities involved will effectively commission the delivery of adoption and adoption related services from ASC. Consideration has therefore been given to different strategic delivery options for ASC. The options considered were:</p> <ul style="list-style-type: none"> <li>• A single LA hosting on behalf of the other LAs</li> <li>• Joint Venture between Local Authorities (a separate legal entity along the lines of a Local Authority Trading Company)</li> <li>• Joint Venture between the Local Authorities and the Voluntary Adoption Agencies (a separate legal entity, effectively the creation of a new 'regional VAA').</li> </ul>
4.	<p>An early options appraisal of these three options was undertaken in February 2016, at the prompting of the DfE. The Project and Governance Boards agreed that this process had been entered into prematurely, without sufficient clarity around the intentions for the RAA programme nationally nor sufficient reflection on local needs and context. Nonetheless this process proved useful as a starting point for review of the options.</p>
5.	<p>Further detailed discussions followed during 2016. The Governance Board concluded that the preferred option for ASC was for services to be delivered through a Partnership model, with Hampshire County Council acting as host authority. The decision to proceed with the option of a Local Authority Hosted Service is due to the fact structural change to achieve single point of accountability should be as simple and painless as possible for the majority of staff within the region while still providing assurance that the aims of the ASC can be met. The benefits are that it builds on existing infrastructure, governance, expertise and capacity, as well as being the most cost effective model.</p>
6.	<p>ASC will not be established as an independent entity, but will have its own clear identity, both internally (delivering a comprehensive and consistent level of service across the region through a fully regionalised staff structure) and externally (having a strong brand and public facing image distinct from each of the four authorities).</p>
7.	<p>The key rationale for selecting this option is that it provides the flexibility and opportunity for innovation, while minimising the costs and complexity inherent in establishing a separate entity. It has also been selected on the understanding that it can be built on and improved over time – establishment of a separate entity (in the form of a local authority trading company or a community interest company) is not the currently preferred model, it may be that in future this is an appropriate direction of travel for ASC. This will be a likely option if ASC establishes itself as an effective and long term provider of adoption services for the region and/or if additional services are brought within scope of ASC (for example provision of SGO services, some fostering provision or other).</p>
<p><b>DETAIL (Including consultation carried out)</b></p>	
8.	<p>It is proposed that the ASC RAA will provide adopter marketing, recruitment and assessment, adoption support and early permanence for children through profiling and matching. Most notable Corporate Parenting Responsibility for the child will remain with the Local Authorities. Each local authority will retain the statutory responsibility for the child being placed for adoption and case manage through to the final adoption order. The rationale behind this decision was to ensure that ASC operated on a pure model of</p>

	providing adoption services and functions to the local authorities. It also alleviates the complex process of legally transferring Corporate Parenting Responsibility to a delegated authority.
9.	<p>The RAA programme is encouraging innovation and indicating a possibility to amend/relax some of the current regulations. There is appetite amongst all partners to take the opportunity to include innovation in all phases of planning, including consideration of:</p> <ul style="list-style-type: none"> <li>• Improved recruitment via enhanced enquiry management service – all documents on line, evening and weekend visits</li> <li>• Improve efficiency of Panels, via a joint ASC panel and consideration of use of ‘virtual’ or ‘internal’ version within ASC for some functions</li> <li>• Develop a specialism in therapeutic parenting support and other high impact support services, perhaps to include Activity camps for adoptive families, a bespoke respite service, enhanced buddying, menu of specialist therapeutic input and others</li> <li>• Ensure practice developments are evidence based, making ASC RAA a centre for research based practice</li> <li>• Greater use of fostering for adoption and concurrency.</li> </ul>
10.	<p>Stakeholder engagement can be broadly split into three core groups:</p> <ul style="list-style-type: none"> <li>- Adoption staff: The three ongoing operational work streams have had multiple representation from each of the partner agencies. Additionally ASC hosted three all staff consultation events (summer 2016 – attendance 75 staff) and has sent 3 all staff communications updates.</li> <li>- Adopter and child voice: Adopter Voice within ASC is being managed and supported by Adoption UK, via an adopter forum and online consultation mechanisms. An ASC adopter voice forum has been established and met twice, with further meetings set up during 2017. This group will be asked to comment on operational and other planning for ASC and will be invited to make general comment on the needs and requirements of adoptive families. Consultation with adopted children has been limited to date though there are some young people groups which will be consulted on proposals in coming months.</li> <li>- Other agencies with role/interest in adoption: Operational leads have also been in contact with key external stakeholders – including CAMHS, virtual schools and CCGs. Panel members were invited to the staff events. A first formal meeting with all panel chairs has been arranged for April 2017. ASC will need to agree a number of protocols / contracts with external providers.</li> </ul>
11.	By 30 <sup>th</sup> June 2017 a full report detailing the operational plan including staffing structure, locations, ICT systems and HR, procurement and transitions plans will be presented to the Governance Board. Once approved Hilary Brooks will approve the recommendation in consultation with the Cabinet Member for Children’s Safeguarding.
<b>RESOURCE IMPLICATIONS</b>	

<b><u>Capital/Revenue</u></b>	
12.	It has taken some time for ASC to identify the appropriate and available capacity to progress the financial planning for ASC. Capacity was finally secured in January 2017. Good progress has been made but there are many issues to be resolved, in terms of identifying current costs, producing a budget for ASC and agreeing a funding agreement between the four local authorities.
13.	There are elements of uncertainty within the relatively complex financial structure of the adoption system which are yet to be resolved – not least the future of the inter agency fee, its subsidy grant, the ASF and the ongoing pressure for Local Authorities to find savings. The financial leads for each authority are in the process of identifying current costs to inform the financial model for the RAA going forward. Despite the uncertainty financial savings are expected from the creation of the RAA, including: reduced senior/strategic management costs; efficiencies through centralisation of functions (marketing, administration, panels etc.); move from spot purchasing to commissioned service (e.g. VAA block provision and adoption support providers). Non cashable savings will also result, for example from quicker matching (reduced fostering costs), increased stability (reduction in need for second placements). Structural innovation, for example using home working and virtual panels will also drive savings.
14.	Prior to the transfer of any funds a final financial assessment and cost analysis will be presented back at Cabinet for approval and before Southampton formally enters into the RAA arrangement.
<b><u>Property/Other</u></b>	
15.	The recommendations for how the RAA will work are predicated on the idea of a hub and spoke model, with a central hub likely to host marketing and recruitment, corporate and strategic management, back office functions, IT and telephony, and co-ordination of training/support. Locality bases will also be required for some of the operational functions and spaces for training / hot- desking will be required across the region.
16.	The Project Board has requested that the Project Team produce an 'ideal' staffing distribution which can be mapped against current and potential future locations. The development of a RAA will not absolve each local authority of its statutory responsibilities, but will allow for certain functions to be delegated to facilitate operation of a regional adoption agency model.
17.	There will be a significant impact on staffing arrangements as a result of the preferred hosted authority operating model. The Governance Board has yet to agree on how staff will transfer to the ADC. Following HR advice, the required staff consultation will be completed in line with agreed Council policy.
<b>LEGAL IMPLICATIONS</b>	
<b><u>Statutory power to undertake proposals in the report:</u></b>	
18.	The Adoption and Children Act 2002 provides the structure for an adoption service. Under section 3 of the Adoption and Children Act 2002, each Council must continue to maintain within its area an adoption service designed to meet the needs of children who may be adopted, their parents, natural parents and former guardians. Those services are referred to as the 'adoption service' meaning either a local authority or a registered adoption society (section 2 (1) of the Adoption and Children Act 2002).

19.	Where an administrative arrangement is agreed, the local authorities may delegate certain functions to another authority, to a specific officer or to a Joint Committee under Local Government Act 1972 (the “LGA 1972”). In addition to the administrative arrangement, or alternatively on its own, an inter authority agreement (an “IAA”) will exist between the authorities which will identify the Lead Authority to host the RAA and document the agreed arrangements. Section 101 of the LGA 1972, allows for one authority to arrange for the discharge of their functions by another authority. It is also possible for local authorities to establish a Joint Committee, to which the authorities may delegate functions.
<b>Other Legal Implications:</b>	
20.	A full Equalities Impact and Privacy Impact Assessment of the proposals will be required in accordance with the Equalities Act 2010 and the data Protection Act 1998 in order to support the proposals in the report and the operational arrangements of the RAA going forward. Further detailed legal advice on TUPE, Pensions, Governance arrangements, delegation of functions, procurement and contractual arrangements will be required as the proposals are taken forward and will be reported back to Cabinet prior to implementation.
21.	<p>In respect of consultation, over the past year there has been a number of stakeholder engagement and consultation events. The stakeholder groups can be divided into three core groups:</p> <ul style="list-style-type: none"> <li>• Adoption staff: The three ongoing operational work streams have had multiple representation from each of the partner agencies. Additionally ASC hosted three all staff consultation events (summer 2016 – attendance 75 staff) and has sent 3 all staff communications updates.</li> <li>• Adopter and child voice: Adopter Voice within ASC is being managed and supported by Adoption UK, via an adopter forum and online consultation mechanisms. An ASC adopter voice forum has been established and met twice, with further meetings set up during 2017. This group will be asked to comment on operational and other planning for ASC and will be invited to make general comment on the needs and requirements of adoptive families. Consultation with adopted children has been limited to date though there are some young people groups which will be consulted on proposals in coming months.</li> <li>• Other agencies with role/interest in adoption: Operational leads have also been in contact with key external stakeholders – including CAMHS, virtual schools and CCGs. Panel members were invited to the staff events. A first formal meeting with all panel chairs has been arranged for April 2017. ASC will need to agree a number of protocols / contracts with external providers. Operational leads will take forward this work to commissioning in coming months.</li> </ul>
<b>POLICY FRAMEWORK IMPLICATIONS</b>	
22.	The proposal and recommendation are in accordance with the Council Strategy and the Children and Families Strategy.

<b>KEY DECISION?</b>	<b>Yes</b>
<b>WARDS/COMMUNITIES AFFECTED:</b>	<b>All</b>
<u>SUPPORTING DOCUMENTATION</u>	
<b>Appendices</b>	
<b>1.</b>	<b>None</b>
<b>2.</b>	
<b>Documents In Members' Rooms</b>	
<b>1.</b>	<b>None</b>
<b>2.</b>	
<b>Equality Impact Assessment</b>	
<b>Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.</b>	<b>NO</b>
<b>Privacy Impact Assessment</b>	
<b>Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.</b>	<b>NO</b>
<b>Other Background Documents</b>	
<b>Other Background documents available for inspection at:</b>	
<b>Title of Background Paper(s)</b>	<b>Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)</b>
<b>1.</b>	<b>None</b>
<b>2.</b>	

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<b>DECISION-MAKER:</b>	<b>CABINET</b>		
<b>SUBJECT:</b>	<b>PROCUREMENT OF AN ADVICE, INFORMATION AND GUIDANCE (AIG) SERVICE</b>		
<b>DATE OF DECISION:</b>	<b>18 APRIL 2017</b>		
<b>REPORT OF:</b>	<b>CABINET MEMBER FOR COMMUNITIES, CULTURE AND LEISURE</b>		
<b><u>CONTACT DETAILS</u></b>			
<b>AUTHOR:</b>	<b>Name:</b>	<b>Carole Binns</b>	<b>Tel: 023 8083 4785</b>
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<b>Director</b>	<b>Name:</b>	<b>Stephanie Ramsey</b>	<b>Tel: 023 8029 6941</b>
	<b>E-mail:</b>	<a href="mailto:stephanie.ramsey@southampton.gov.uk">stephanie.ramsey@southampton.gov.uk</a>	

<b>STATEMENT OF CONFIDENTIALITY</b>	
None	
<b>BRIEF SUMMARY</b>	
<p>One of the four priority outcomes in the Council Strategy is for people in Southampton to live safe, healthy and independent lives. A key aspect of achieving this outcome is for residents to have easy access to Advice, Information and Guidance (AIG) services. The vast majority of these services are currently provided by external organisations grant funded by the Council. In October 2016 the Cabinet agreed its approach to investment in the voluntary sector and this report seeks approval of the recommendations for progressing one of the workstreams through the future procurement of an integrated Advice, Information and Guidance (AIG) service for Southampton residents of all ages. This follows a review of the services currently in place and how they are funded, and dialogue with current providers of these services.</p> <p>The current AIG services are funded through a number of separate grants and contracts with the majority being funded through the grants route. The Council's grants programme has recently been subject to a 12 week consultation which ended on 24<sup>th</sup> February 2017. The findings from the review and the grants consultation have been taken into account in developing the recommendations in this report.</p> <p>The review identified that AIG services in the city are well regarded but are fragmented and that there is a need to develop a more integrated approach to the delivery of AIG services in order to improve efficiency and access.</p>	
<b>RECOMMENDATIONS:</b>	
	(i) To approve the recommendation to proceed with a procurement of an integrated AIG (Advice, Information and Guidance) service.
	(ii) To delegate authority to the Director of Quality & Integration to carry out a procurement process for the provision for AIG (Advice, Information and Guidance) services as set out in this report and to enter into contracts in accordance with the Contract Procedure Rules.

	(iii)	To delegate authority to the Director of Quality & Integration following consultation with the relevant Cabinet Members to decide on the final model of commissioned services for Advice, Information and Guidance (AIG) and all decision making in relation to this re-commissioning.
	(iv)	To delegate to the Chief Strategy Officer, following consultation with relevant cabinet members and following an option appraisal, the authority to approve the inclusion of SID (Southampton Information Directory) in the appropriate procurement exercise
	(v)	To authorise the Director of Quality and Integration to take all necessary actions to implement the proposals contained in this report

### **REASONS FOR REPORT RECOMMENDATIONS**

1.	The provision of effective AIG (Advice, Information and Guidance) services supports the outcomes the Council wants to achieve in relation to increasing prevention and early intervention approaches and helping people to find their own solutions as far as possible.
2.	There is an opportunity to specify the outcomes the Council wishes to see achieved and to simplify delivery and access arrangements through a procurement process.
3.	The funding arrangements for the current AIG services have come to an end and there is a need to re-commission these services to comply with the strategic approach the Council wishes to take in relation to funding and to comply with public procurement law.
4.	A reliable information resource/directory is fundamental to an effective AIG service. The Southampton Information Directory (SID) is currently provided by the Council and if a procurement exercise proceeds a decision is needed on whether SID remains within the Council or whether it is integrated into a commissioned service.

### **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

5.	To continue to fund the same services without maximising the opportunities for efficiencies and developing an integrated approach to service delivery: this would not provide the most appropriate service and miss opportunities for improving access for individuals
6.	To decommission some/all service areas: this would not achieve the necessary outcomes for residents and while it may achieve some savings, it would not support the strategic approach to increase the focus on prevention and early intervention approaches. It is likely that any savings would be mitigated by activity moving to other service areas including internal Council services.
7.	To continue to fund AIG services through a mix of contracts and grants: this does not support recent decisions taken in relation to the use of grant funding and the aim to specify core services more clearly.
8.	To continue to support SID independently of this decision: this would not

	maximise the opportunity to consider further integration of services to support Council outcomes in relation to prevention and early intervention approaches.
<b>DETAIL (Including consultation carried out)</b>	
9.	One of the four priority outcomes in the Council Strategy is for people in Southampton to live safe, healthy and independent lives. This means that “We want Southampton to be a city that is recognised for its approach to preventing problems and intervening early. We want our residents to have the information and support they need to live safe, active, healthy lives and to be able to live independently for longer.” A key aspect of achieving this outcome is for residents to have easy access to Advice, Information and Guidance (AIG) services.
10.	The Council has a long history of commissioning information and advice services which promote the well-being of the city’s residents. These commissioning arrangements have grown over time, with a range of services providing both core and specialist information and advice. Services are provided by voluntary sector organisations and the recommendations in this report are consistent with the Councils strategic approach to working with the voluntary sector.
11.	The demand for AIG services outstrips the supply in the city and national changes, including ongoing Welfare Reforms, will continue to have an impact on demand. The Care Act (2014) and the Children and Families Act (2014) have placed additional requirements on local authorities in relation to ensuring the provision of advice and information.
<b>Review of Advice, Information and Guidance services</b>	
12.	The vast majority of AIG services are currently provided by external organisations grant funded by the Council. The allocation of grants was done on an outcome based approach in 2013 for a 3 year period which was extended in 2016 to provide continuity. In October 2016 the Cabinet agreed its approach to investment in the voluntary sector and gave approval to progress key workstreams of which one was future provision of an integrated Advice, Information and Guidance (AIG) service for Southampton residents of all ages.
13.	AIG service provision has been subject to a review to inform future service design. Services are currently provided by a range of organisations and by a number of approaches which include: <ul style="list-style-type: none"> <li>• Dedicated clinics/appointment to provide advice and guidance, as provided by SARC (Southampton Advice and Representation Centre) and Citizens Advice (CAB)</li> <li>• Information – provided through the Southampton Information Directory (SID)</li> <li>• Drop-in Centres, as provided by No Limits (providing confidential information, advice, counselling, support &amp; advocacy for children and young people) in their own premises or CAB within the Central Library.</li> <li>• Dedicated phone advice lines, as provided by ‘the Environment Centre’ (Environmental Charity providing advice and support targeting improvements in healthy homes) and CAB</li> <li>• Experts in welfare benefit law and employment law) SARC and CAB.</li> </ul>

	<ul style="list-style-type: none"> <li>• Outreach to support services other than those providing purely advice, such as that provided by EU Welcome to a range of groups in the city.</li> </ul>
14.	<p>In addition there are a small number of contracts which are included within the current provision of AIG and as such were in scope of the review. These are:</p> <ul style="list-style-type: none"> <li>• Care Advice Service – provision of a home visiting advice service</li> <li>• Homesafe – to support individuals to live safely in Southampton - this includes ensuring they are supported with social, financial, housing and personal issues. Service will offer support, advice, referrals, benefit maximisation and form completion.</li> <li>• Information, Advice and Support Service (IASS) – provision of information and advice to families who have a child who has special educational needs and disability (SEND).</li> </ul>
15.	<p>The review considered the current provision of AIG against Council's strategic intentions. Information was gathered from individual service reviews, literature reviews, evidence of national best practice, engagement events, service user feedback and a number of wider determinants such as legislation, welfare reforms, and the need for access to specialist services. The review identified that a wide range of advice and guidance provision is available locally, there is a track record of good provision and a strong culture of collaboration between advice and guidance providers.</p>
16.	<p>A key part of the review was to identify the outcomes that the Council wants to achieve through the commissioning of AIG services. These outcomes take account of the fact that AIG services are a key system enabler and that access to good quality services supports the achievement of a range of measures. The key areas identified were:</p> <ul style="list-style-type: none"> <li>• Easy access to information, advice and guidance on a range of topics that residents need such as money management, employment, welfare benefits, rights, eligibility, housing, etc.</li> <li>• Improved access to early help and advice to support people finding their own solutions and prevent problems arising</li> <li>• Reduced risks attributable to wider social determinants for wellbeing, including poverty, employment and housing issues</li> <li>• Financial or social gain by individuals accessing the services of AIG</li> <li>• Access arrangements that are responsive to the diverse needs of the population including specialist advice where indicated</li> <li>• Improved access to specialist services when needed – to support health and wellbeing for people and to prevent problems escalating</li> <li>• Reduced/managed demand for other services by earlier intervention and signposting</li> <li>• Promotion of self-management/self-serve approaches within the city</li> <li>• Individuals and carers knowing how and when to access services appropriately.</li> </ul>
17.	<p>Quantitative and qualitative data considered during the review demonstrated a high use of services. There is a growing demand for advice services which</p>

	is expected to continue given the increasingly complex welfare and benefit system, which also requires a well-informed workforce whose knowledge needs constant updating. The review also considered a 'customer journey' exercise undertaken by an independent consultant, commissioned by the alliance of local providers and endorsed by the Integrated Commissioning Unit. This demonstrated the complex nature of enquiries and the preferred method of accessing and receiving the service. The findings of this piece of work will inform the future model of service.
18.	The challenges highlighted include the absence of an information resource or directory which is reliable and up to date, the perception that clients are receiving a good but disjointed service, the number and range of access points, some duplication in effort and infrastructure and some limitation in the IT solutions to promote a seamless service.
19.	The issue of the Southampton Information Directory (SID) was raised at a number of points in the review. A reliable resource is considered to be fundamental to an effective AIG service. SID is currently provided by the Council and a decision is needed on whether this continues or whether this is integrated into a commissioned service. In any event a future AIG service must be strongly aligned with SID to avoid duplication of effort and systems. This is currently being considered in relation to a number of other work areas – it has for example been raised within the current scrutiny enquiry into loneliness.
20.	The findings of the review have led to the following considerations: <ul style="list-style-type: none"> <li>• There is a continuing need to ensure good quality advice and information services are available to local residents</li> <li>• Service delivery and access needs to be more integrated so that people experience a seamless service and do not have to tell their story many times.</li> <li>• A reliable information resource/directory needs to be integrated into the AIG service or strongly aligned</li> <li>• Outcomes need to focus on Council priorities</li> <li>• IT and digital solutions need to be maximised to achieve efficiency, whilst recognising that complex problems benefit from face to face contact which can ensure the right service is provided</li> <li>• AIG services can provide additional value in supporting the Councils prevention and early intervention approaches</li> </ul>
	<b>Consultation and engagement</b>
21.	During the review period there has been a high level of engagement with current AIG services and the wider community and voluntary sector. This has included a number of meetings and engagements events. The alliance of local advice providers has also been proactive in developing best practice approaches to improve the current local offer. This has been freely shared with commissioners and has provided valuable information to inform a future model and specification. Rich information relating to the service user view and experience was provided by the 'customer journey' exercise noted above.
22.	As the majority of current services are funded through grants the current providers of AIG services were affected by the recent grants consultation

	exercise. This was a formal 12 week consultation which was concluded on 24 <sup>th</sup> February 2017 and as agreed by Cabinet in October 2016, it was an Officer Key Decision delegated to the Chief Strategy Officer, made on 23 <sup>rd</sup> March 2017. The result of that consultation is the subject of a separate report which was published on the Council website in line with usual procedures.
23.	As part of the consultation process all current grant recipients were offered an individual meeting as the proposals impacted directly on them. The majority of providers of current AIG services took up this offer in addition to attending public events and responding to the on-line questionnaire.
24.	Equality and Safety Impact Assessments were undertaken on each individual service/organisations as part of the grants review and this was taken into account in making that decision. An Equality and Safety Impact Assessment is now in progress in relation to the recommendations in this report and will be available to inform these decisions.
<b>Recommendations</b>	
25.	In line with the findings of the service review and the Officer Key Decision taken on 23 <sup>rd</sup> March 2017 it is recommended that a procurement exercise is undertaken to commission an integrated AIG service which would entail the service being specified through a contractual route.
26.	It is further recommended that consideration is given to the future provision of SID, or equivalent, so that any specifications required to support the provision or alignment of this and the AIG service can be included in this procurement exercise.
27.	If recommendations are supported, the procurement process will commence in May 2017.
<b>RESOURCE IMPLICATIONS</b>	
<b><u>Capital/Revenue</u></b>	
28.	The current investment in AIG covers a range of services provided to people in a range of different settings. A review of AIG has been undertaken recently which represents the first opportunity for an integrated approach to commissioning services, of which a significant proportion is from voluntary sector providers with the majority subject to grant funding and a smaller number subject to contract.
29.	The proposal is to procure an integrated AIG service within the approved overall revenue budgets for voluntary sector grants and to achieve improved outcomes and efficiencies through a reduction in duplication. Any costs associated with the procurement process will be met from within these budgets.
<b><u>Property/Other</u></b>	
30.	Two of the current providers are located in buildings within the SCC estate, SARC in Porchester Road and CAS in Kings Park Road and Central Library. The Porchester Road and Kings Park Road buildings are let at full market rent, and CAB also pays rent for use of space in the Central Library. Relevant officers are being contacted to discuss any specific implications for the Council.
<b>LEGAL IMPLICATIONS</b>	

**Statutory power to undertake proposals in the report:**

31. Section 2 Localism Act 2011 and various Local Government Acts. Any procurement will be governed by EU procurement rules depending on value

**Other Legal Implications:**

32. The Care Act 2014 imposes various statutory duties on LAs when exercising Adult Social care functions to promote the individuals well-being, prevent needs arising and escalating, safeguarding and the duty to provide advice and information. The Care Act includes the need to provide comprehensive information and advice about care and support services in the local area. This is to help people to understand how care and support services work locally, the care and funding options available, and how people can access care and support services. The Care Act 2014 also imposes duties on local authorities to promote the well-being of individuals and to prevent need arising and escalating. The Act clearly sets out that that local authorities must provide information on:

- what types of care and support are available – e.g. specialised dementia care, befriending services, reablement, personal assistance, residential care etc.
- the range of care and support services available to local people, i.e. what local providers offer certain types of services
- what process local people need to use to get care and support that is available
- where local people can find independent financial advice about care and support and help them to access it
- how people can raise concerns about the safety or wellbeing of someone who has care and support needs.

33. Local authorities must also help people to benefit from independent financial advice, so that they can get support to plan and prepare for the future costs of care. All information and advice must be provided in formats that help people to understand, regardless of their needs. This may include a range of different types of information, and include working with partners to provide information on different services together.

34. The Children and Families Act requires that:

- A local authority in England must arrange for children and young people for whom it is responsible, and the parents of children for whom it is responsible, to be provided with advice and information about matters relating to the special educational needs of the children or young people concerned.
- It must arrange for children and young people in its area with a disability, and the parents of children in its area with a disability, to be provided with advice and information about matters relating to the disabilities of the children or young people concerned.
- The authority must take such steps as it thinks appropriate for making the services provided known to parents and children, young people, head teachers and other relevant people.

35. When carrying out any public functions the LA must have due regard to the

	<p>Public Sector Equality Duty (PSED) under the Equality Act 2010. The LA must take into account a number of factors including the need to eliminate discrimination, harassment and victimisation, advance equal opportunity and foster good relations. The service user who will benefit from AIG are likely to be protected by the PSED and the Human Rights Act 1998 which has a similar duties to the PSED. In particular the protection under Article 14 the prohibition of discrimination and Article 6 the right to respect private and family life. If the proposals are likely to breach the European Convention on Human Rights the Council will need to examine any particular facts and determine if such a breach is justified and proportionate. The Council can though take into account general economic and policy factors which have led the Council to conclude that the proposals are necessary. This though must be balanced against the impact on the service users.</p>
36.	<p>The Council has to set out how it has had due regard to its equality and safety duties in its Equality and Safety Impact Assessments (ESIAs).</p>
37.	<p>The Council must be mindful of the Southampton Compact and the Best Value Statutory Guidance in all its work with the voluntary sector. The Southampton Compact provides a code of good practice to build on existing good practice and continue to improve relationships between statutory, community and voluntary organisations. It covers five key areas with undertakings for both the public sector and voluntary sector in each area:</p> <ul style="list-style-type: none"> <li>• A strong, diverse and independent civil society;</li> <li>• Effective and transparent design and development of policies, programmes and public service</li> <li>• Responsive and high-quality programmes and services</li> <li>• Clear arrangements for managing changes to programmes and services;</li> <li>• An equal and fair society.</li> </ul>
38.	<p>The Best Value Statutory Guidance was issued by central government in 2011, revised in 2015. The Guidance provides a code of good practice for local authorities considering funding reductions that may affect the voluntary sector. It complements the Southampton Compact minimum consultation and notice periods.</p>
<b>POLICY FRAMEWORK IMPLICATIONS</b>	
39.	<p>Council Strategy 2016-2020</p>

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

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