

COUNCIL MEETING

Wednesday, 15th March, 2023
at 2.00 pm

Council Chamber - Civic Centre

This meeting is open to the public

Members of the Council

The Lord Mayor – Chair

The Sheriff – Vice-chair

Leader of the Council

Members of the Council (See overleaf)

Contacts

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WARD	COUNCILLOR	WARD	COUNCILLOR
Bargate	Bogle Noon Dr Paffey	Millbrook	Furnell G Galton Moulton
Bassett	Blackman Hannides L Harris	Peartree	Houghton Keogh J Payne
Bevois	Rayment Denness Kataria	Portswood	Cooper Mitchell Savage
Bitterne	Frampton Magee Prior	Redbridge	Guest McEwing Goodfellow
Bitterne Park	T Bunday Fuller White	Shirley	Coombs Kaur Winning
Coxford	D Galton Professor Margetts Renyard	Sholing	J Baillie Guthrie Vaughan
Freemantle	Leggett Shields Windle	Swaythling	M Bunday Fielker Vassiliou
Harefield	Laurent P Baillie Fitzhenry	Woolston	Blatchford W Payne Stead

PUBLIC INFORMATION

Role of the Council

The Council comprises all 48 Councillors. The Council normally meets six times a year including the annual meeting, at which the Lord Mayor and the Council Leader are elected and committees and sub-committees are appointed, and the budget meeting, at which the Council Tax is set for the following year.

The Council approves the policy framework, which is a series of plans and strategies recommended by the Executive, which set out the key policies and programmes for the main services provided by the Council. It receives a summary report of decisions made by the Executive, and reports on specific issues raised by the Overview and Scrutiny Management Committee. The Council also considers questions and motions submitted by Council Members on matters for which the Council has a responsibility or which affect the City.

PUBLIC INVOLVEMENT

Questions:- People who live or work in the City may ask questions of the Lord Mayor, Chairs of Committees and Members of the Executive. (See the Council's Constitution ref Part 4 Council Procedure Rules 10.8)

Petitions:- At a meeting of the Council any Member or member of the public may present a petition which is submitted in accordance with the Council's scheme for handling petitions. Petitions containing more than 1,500 signatures (qualifying) will be debated at a Council meeting. (See the Council's Constitution ref Part 4 Council Procedure Rules 10.1)

Representations:- At the discretion of the Lord Mayor, members of the public may address the Council 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.

Deputations:- A deputation of up to three people can apply to address the Council. A deputation may include the presentation of a petition. (See the Council's Constitution ref Part 4 Council Procedure Rules 10.7)

MEETING INFORMATION

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.

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

Southampton: Corporate Plan 2022-2030 sets out the four key outcomes:

- Communities, culture & homes - Celebrating the diversity of cultures within Southampton; enhancing our cultural and historical offer and using these to help transform our communities.
- Green City - Providing a sustainable, clean, healthy and safe environment for everyone. Nurturing green spaces and embracing our waterfront.
- Place shaping - Delivering a city for future generations. Using data, insight and vision to meet the current and future needs of the city.
- Wellbeing - Start well, live well, age well, die well; working with other partners and other services to make sure that customers get the right help at the right time

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

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

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

Proposed dates of meetings	
2022	2023
20 July	22 February (Budget)
14 September	15 March
16 November	17 May (AGM)

CONDUCT OF MEETING

FUNCTIONS OF THE COUNCIL

The functions of the Council are set out in Article 4 of Part 2 of the Constitution

RULES OF PROCEDURE

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

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 16.

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.

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.

Richard Ivory, Solicitor
Director of Legal, Governance and HR
Civic Centre, Southampton, SO14 7LY

Tuesday, 7 March 2023

TO: ALL MEMBERS OF THE SOUTHAMPTON CITY COUNCIL

You are hereby summoned to attend a meeting of the COUNCIL to be held on WEDNESDAY, 15TH MARCH, 2023 in the COUNCIL CHAMBER CIVIC CENTRE at 2:00pm when the following business is proposed to be transacted:-

1 APOLOGIES

To receive any apologies.

2 MINUTES (Pages 1 - 18)

To authorise the signing of the minutes of the Council Meeting held on 16th November, 2022 and 22nd February, 2023.

3 ANNOUNCEMENTS FROM THE LORD MAYOR AND LEADER

Matters especially brought forward by the Lord Mayor and the Leader.

4 DEPUTATIONS, PETITIONS AND PUBLIC QUESTIONS

To receive any requests for Deputations, Presentation of Petitions or Public Questions.

The following petition has been received which under the Council's Procedure Rules is a qualifying petition which must be debated at Council.

- (i) Say NO to Southampton City Council's proposal to close part of Portswood Broadway to through traffic (2868 signatures)

5 PAY POLICY 2023 - 2024 (Pages 19 - 36)

Report of the Chief Executive seeking approval of the Pay Policy for 2023-2024.

6 CORPORATE PARENTING ANNUAL REPORT 2021 - 2022 (Pages 37 - 82)

Report of the Cabinet Member for Children and Learning detailing the Corporate Parenting Annual Report for 2021-2022.

7 HOUSEHOLD SUPPORT FUND APRIL 2023-MARCH 2024 □ (Pages 83 - 114)

Report of the Cabinet Member for Communities and Customer Engagement detailing the Household Support Fund April 2023-March 2024.

8 EXECUTIVE BUSINESS REPORT (Pages 115 - 120)

The Leader will present the Executive Business Report to Full Council.

9 MOTIONS

(a) Proposed by Councillor Blackman

“The Southampton Young Carer Strategy 2021 to 2026 has a vision that Southampton is a city where children and young carers have the same opportunities as other children to get a good start in life, so they can fulfil their potential and become successful adults.

The Southampton Young Carer Strategy notes that in 20/21 some 420 young people in Southampton were in touch with the Young Carer Service with 80 receiving regular support.

Caring for someone can be very isolating, worrying, and stressful. For young and young adult carers, this can negatively impact on their experiences and outcomes in education, having a lasting effect on their life chances.

Each year Carers Trust organises Young Carers Action Day (YCAD) to raise public awareness of the challenges faced by young people because of their caring role, and to campaign for greater support for young and young adult carers to meet their needs. Young Carers Action Day is 15 March 2023 and this year’s theme is ‘Make Time for Young Carers’.

Council resolves that we commend the young and young adult carers across Southampton and that we promote YCAD on an annual basis. We also continue in the context of the Southampton Young Carer Strategy to promote and work with local care organisations.

Council resolves that the Leader of the Council writes to the Government calling on them to ensure that young carers are actively identified and provided with the support they need. In addition, the Leader writes to our three local Members of Parliament and ask them to join the All-Party Parliamentary Group (APPG) for Young Carers and Young Adult Carers.”

(b) Proposed by Councillor Keogh

“Councils up and down the country are facing unprecedented financial pressures which are not of their own making but due to national policy; Southampton is no exception.

Government measures to reduce public sector spending in the previous decade have seen a significant reduction in local government funding, with the Council’s settlement funding assessment reducing by almost a half.

What is clearly needed is a long-term plan from national government to change their direction and offer fairer, long-term funding to local authorities.

Southampton City Council alongside other councils has been let down by this Government failing to properly fund and protect public services, so this Council joins other Councils of all political backgrounds, in calling for clear action to improve the financial outlook for local authorities.

This morning the Chancellor will have delivered his budget statement to Parliament. For the good of the residents of Southampton, should the Chancellor's statement fail to deliver a funding step change that offers long-term financial stability to councils that Southampton communities deserve, Council resolves that the Leader of the Council writes immediately to the Prime Minister highlighting the injustices, the shortfalls contained within impact on the city's residents and requests fair and sustainable funding for local government."

(c) Proposed by Councillor Winning

"Southampton City Council believes that care experienced people face significant barriers that impact them throughout their lives. Despite the resilience of many care experienced people, society too often does not take their needs into account. Care experienced people often face barriers and stigma across housing, health, education, relationships, employment and in the criminal justice system.

As corporate parents, councillors have a collective responsibility for providing the best possible care and safeguarding for the children who are looked after by us as an authority. All corporate parents should commit to acting as mentors, hearing the voices of looked after children and young people and to consider their needs in any aspect of council work. Councillors should be champions of our looked after children and challenge the negative attitudes and prejudice that exists in all aspects of society.

Southampton City Council therefore resolves that when making any decisions in relation to its policies or formulating its Council Plan it recognises that care experienced people are a vulnerable group who face barriers to access to services and opportunities. That in the delivery of Council services the Council includes consideration of the elimination of barriers to and promotion of opportunities for care experience and this be included alongside reporting of the Council's compliance with its Public Sector Equality Duty.

That this Council will treat care experience in a similar manner to a Protected Characteristic so that future services and policies made and adopted by the Council should be assessed through equality impact assessments updated to include consideration of care experienced to determine the impact of changes on people with care experience, alongside those who share a Protected Characteristic. To formally call upon all other bodies to treat care experience in a similar manner and to actively remove barriers and promote opportunities for them until such time as it may be introduced by legislation as a protected group. For the Council to proactively seek out and listen to the voices of care experienced people when developing new policies based on their views."

10 QUESTIONS FROM MEMBERS TO THE CHAIRS OF COMMITTEES OR THE MAYOR

To consider any question of which notice has been given under Council Procedure Rule 11.2.

11 APPOINTMENTS TO COMMITTEES, SUB-COMMITTEES AND OTHER BODIES

To deal with any appointments to Committees, Sub-Committees or other bodies as required.

NOTE: There will be prayers by the Lord Mayor's Chaplain Will Rosie in the Mayor's Reception Room at 1.45 pm for Members of the Council and Officers who wish to attend.



Richard Ivory
Director – Legal, Governance and HR

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SOUTHAMPTON CITY COUNCIL

MINUTES OF THE COUNCIL MEETING HELD ON 16 NOVEMBER 2022

Present:

The Mayor, Councillor Rayment
The Sheriff, Councillor Laurent
Councillors J Baillie (except item 43, 44 (b) and (d), 45-48), P Baillie,
Blackman, Blatchford, Bogle, Bunday, Coombs, Cooper, Denness, Fielker,
Fitzhenry, Fuller, Furnell, D Galton, G Galton, Guest (except items 45-48),
Guthrie, Hannides, Houghton, Keogh, Kataria, Kaur, Leggett, Magee,
Professor Margetts (except part items 40 and 44(c)), McEwing, Mitchell,
Moulton (except items 45-48), Noon, Dr Paffey, J Payne, W Payne, Prior,
Renyard, Savage, Shields, Goodfellow, Stead, Vassiliou, White, Windle and
Winning

36. APOLOGIES

It was noted that apologies had been received from Councillors M Bunday, Harris and Vaughan.

37. MINUTES

RESOLVED: that the minutes of the Council Meeting held on 20th July 2022, be approved and signed as a correct record.

38. ANNOUNCEMENTS FROM THE LORD MAYOR AND LEADER

Announcements from the Lord Mayor:

- (i) The Lord Mayor confirmed that she had now received the official Letters Patent dated by the Crown Office giving formal recognition of conferring the new Lord Mayor on the City. Following this we await confirmation of when the Royal visit to the city would take place and in what format.
- (ii) The Lord Mayor expressed her thanks and gratitude to all those involved with the arrangements for this year's commemorations on Remembrance Sunday. She had received messages of appreciation from many people who attended who also enjoyed the knitted poppies that were on display.
- (iii) The Lord Mayor invited Council to stand for a minute's silence in memory of HM The Queen, former Councillor Terry Streets and former Honorary Alderman and Leader of the Council Alec Samuels.

Announcements from the Leader:

- (iv) The Leader announced the following new appointments
Claire Edgar, Executive Director Wellbeing and Housing (DASS)
Mel Creighton, Executive Director Corporate Services (Section 151)

- (v) The Leader announced the following leaving the authority

Mary D'Arcy, Executive Director Communities, Culture and Homes
Janet King, Service Director – HR and OD
Steve Smith, Head of Stronger Communities, Neighbourhoods and Housing

39. DEPUTATIONS, PETITIONS AND PUBLIC QUESTIONS

The Council received and noted the following deputations:-

- (i) Ms Ely Iles, Mencap – issues relating to the unadopted lane behind Portswood Road
- (ii) Mr Sam Thompson, Portswood Residents Gardens Conservation Area – relating to the Portswood Corridor proposals
- (iii) Ms Jenny Davies, Mrs Barbara Hancock and Ms Emma Rowe – regarding the deterioration of the Harefield bus service and the impact it has had on the community.

40. TRANSFORMING CITIES UPDATE REPORT

Report of the Cabinet Member for Transport and District Regeneration providing an update on TCF (Transforming Cities Fund) programme seeking approval for delegation of decision to accept funding and implement scheme proposals.

RESOLVED:

- (i) To approve capital expenditure of £47.70M (£27.89M in 2022/23 and £19.81M in 2023/24) for all schemes within the programme, as set out in Appendix 1 of the report.
- (ii) To approve budget virements of £5.02M between schemes within the programme as detailed in paragraph 35 and set out in Appendix 2 and Appendix 3 of the report.

41. FLEXIBLE CAPITAL RECEIPTS STRATEGY

Report of the Cabinet Member for Finance and Change seeking approval of the Flexible Capital Receipts Strategy.

RESOLVED:

- (i) To approve the Flexible Use of Capital Receipts Strategy for 2022-23, as set out in Appendix 1 and comply with the Secretary of State's Direction for the use of capital receipts to fund service reform and transformation;
- (ii) To approve an increase in the capital programme budget for 2022-23 of £1.20m, to reflect the capitalisation of the transformation activities to be funded by capital receipts under the Flexible Use of Capital Receipts Strategy, as set out at Appendix 1 of the report.

42. UNIVERSITY OF SOUTHAMPTON CIVIC UNIVERSITY AGREEMENT

Report of the Chief Executive seeking approval to enter into the University of Southampton Civic University Agreement.

RESOLVED:

- (i) To endorse the University of Southampton Civic University Agreement, as appended at appendix 1 of the report.
- (ii) To be delegated to the Chief Executive to agree minor amendments to the agreement, following consultation with the Leader of the Council.

43. MEMBER'S ALLOWANCE SCHEME

Report of the Director of Legal and Business Services. Under the Local Government (Members Allowance) (England) Regulations 2003, local authorities are required to have Independent Remuneration Panels for the purpose of reviewing their schemes of Members' allowances. Southampton City Council is required to review its scheme by 19 November 2022 at the latest and have regard to the recommendations of the Independent Remuneration Panel before adoption of a new one.

It was agreed to modify the recommendations with a new (iii) recommendation, details below.

RESOLVED:

- (i) After having regard to the recommendations of the Independent Remuneration Panel as set out in the Panel's report, not to accept the recommendations except in respect of (a) the proposed dependant carer's allowance and (b) to remove the members IT allowance and adopt a core Members Allowance Scheme based on the current scheme from 8th May 2023.
- (ii) To sincerely thank the members of the Independent Remuneration Panel for their work in reviewing the Members' Allowance Scheme.
- (iii) To freeze Members' Allowances in 2023/24.

44. MOTIONS

- (a) Councillor Guthrie moved and seconded by Councillor Goodfellow (Originally tabled by the late Councillor Streets)

Southampton City Council notes that 1 in 4 adults and one child in six will experience a mental health problem in any year, mental ill health costs some £119 billion each year in England alone. Southampton has higher proportions of GP registered patients with deprivation and severe mental illness than the England average, risk factors linked to poor mental health can include deprivation, poor physical health, loneliness, lack of social interaction and a range of other individual factors including social relationships. People with severe mental illness in England die on average 15-20 years earlier than the general population and timely diagnosis, treatment and support can improve long term health and wellbeing. The Covid-19 pandemic and the current pressure on the

cost of living has put extra strain on people's mental health, and this is likely to last for some time after.

This Council believes as a local authority we have a crucial role to play in improving the mental health of everyone in our community and tackling some of the widest and most entrenched inequalities in health. Mental health should be a priority across all the local authority's areas of responsibility. All councillors, whether members of the Executive or Scrutiny and in our community and casework roles, can play a positive role in championing mental health on an individual and strategic basis.

This Council resolves to sign the Local Authorities' Mental Health Challenge run by Centre for Mental Health, we have and will continue to commit to appointing an elected member as 'mental health champion' across the Council. We will support the member champions to enable them to take on this role.

The Council will also continue to support positive mental health in our community, including in local schools, neighbourhoods and workplaces and continue to work on reducing inequalities in mental health in our community. We will continue to work with local partners as a member of the Integrated Care System to offer effective support for people with mental health needs and tackle discrimination on the grounds of mental health in our community. We will proactively listen to people of all ages and backgrounds about what they need for better mental health.

UPON BEING PUT TO THE VOTE THE MOTION WAS DECLARED CARRIED

RESOLVED: that the motion be approved.

(b) Councillor Shields moved and seconded by Councillor Margetts

This Council notes the alarming consequences of the cost-of-living crisis, which has already seen many individuals and families in Southampton struggling to eat and is set to get worse.

This Council applauds the Labour administration's timely initiative in co-convening a Southampton Cost of Living summit in October and requests that it continues to work with organisations, businesses, and other bodies across the city to find practical ways to support residents in greatest need.

This Council agrees that a key objective should be an end to food poverty in our city and we therefore commit to:

1. Join other cities across the UK, including nearby Portsmouth, to declare Southampton a Right to Food City
2. Build on the City Council's child obesity strategy by taking steps to support community kitchens and other local healthy food initiatives
3. Designate a lead member for food poverty in Southampton to act as a champion and coordinate cross-party and multi-agency efforts

This Council further calls on the city's three MPs to press Rishi Sunak to adopt and pursue Government policies that ensure a comprehensive and meaningful response to the wider cost of living crisis.

Amendment moved by Councillor P Baillie and seconded by Councillor Fitzhenry

Delete paragraph two 'This Council applauds the Labour administration's timely initiative in co-convening a Southampton Cost of Living summit in October and requests that it continues to work with organisations, businesses and other bodies across the city to find practical ways to support residents in greatest need.'

Replace with 'This Council notes the Southampton Cost of Living summit in October and requests that the administration now takes action, working alongside organisations, businesses, and other bodies across the city to find practical ways to support residents in greatest need. This council commits to providing leadership, resources, and the funding required to make this successful.'

Delete bullet point 1. 'Join other cities across the UK, including nearby Portsmouth, to declare Southampton a Right to Food City.'

Replace with 1. 'This council commits to investigating what a Right to Food City would look like for our residents, and how we as a council can take proactive steps to ensuring our residents have a healthy, balanced diet.'

AMENDED MOTION TO READ:

This Council notes the alarming consequences of the cost-of-living crisis, which has already seen many individuals and families in Southampton struggling to eat and is set to get worse.

This Council notes the Southampton Cost of Living summit in October and requests that the administration now takes action, working alongside organisations, businesses, and other bodies across the city to find practical ways to support residents in greatest need. This council commits to providing leadership, resources, and the funding required to make this successful.

This Council agrees that a key objective should be an end to food poverty in our city and we therefore commit to:

1. This council commits to investigating what a Right to Food City would look like for our residents, and how we as a council can take proactive steps to ensuring our residents have a healthy, balanced diet.
2. Build on the City Council's child obesity strategy by taking steps to support community kitchens and other local healthy food initiatives
3. Designate a lead member for food poverty in Southampton to act as a champion and coordinate cross-party and multi-agency efforts

This council further calls on the city's three MPs to press Rishi Sunak to adopt and pursue Government policies that ensure a comprehensive and meaningful response to the wider cost of living crisis.

UPON BEING PUT TO THE VOTE THE AMENDMENT IN THE NAMES OF COUNCILLOR P BAILLIE WAS DECLARED LOST.

UPON BEING PUT TO THE VOTE THE SUBSTANTIVE MOTION IN THE NAME OF COUNCILLOR SHIELDS WAS DECLARED CARRIED.

RESOLVED that the motion be approved.

(c) Councillor Fitzhenry moved and seconded by Councillor Laurent

Council recognises that bus services to and from Harefield are no longer fit for purpose and are causing considerable hardship for residents.

In these difficult times it is vital that residents are able to get around for whatever purpose.

Council calls upon the executive to work immediately with the bus companies to find a solution to this serious situation before Christmas.

Amendment moved by Councillor Keogh and seconded by Councillor Paffey

First paragraph, first line, delete 'are no longer fit for purpose and'
Insert at the end of the first paragraph 'and need improving.'

Third paragraph, first line, delete 'calls upon the executive to work immediately with the bus companies to find a solution to this serious situation before Christmas.'
Replace with 'regrets Southampton was not given any national Government BSIP funding and calls upon the executive to continue their work in improving bus services, working with bus companies, local residents and other partners to make these continued improvements as soon as possible.'

AMENDED MOTION TO READ:

Council recognises that bus services to and from Harefield are causing considerable hardship for residents and need improving.

In these difficult times it is vital that residents are able to get around for whatever purpose.

Council regrets Southampton was not given any national Government BSIP funding and calls upon the executive to continue their work in improving bus services, working with bus companies, local residents and other partners to make these continued improvements as soon as possible.

UPON BEING PUT TO THE VOTE THE AMENDMENT IN THE NAME OF COUNCILLORS KEOGH WAS DECLARED CARRIED.

RESOLVED that the amended motion be approved.

(d) Moved by Councillor Fuller

This Council commits to the renaming of Guildhall Square to the Elizabeth Square in dedication to Her Late Majesty Queen Elizabeth II; to also begin exploratory works into the commissioning through public subscription and donations of a statue of Her late Majesty to adorn the newly renamed square. Southampton has many public works of art to exemplary people, but there is a distinct lack of monuments to great women, and who better to put that right with than one of the greatest female role models of the modern times, Elizabeth the Great.

The Council further commits to ensuring the Coronation of King Charles III is commemorated in Southampton with due public ceremony and with events across the city, and to work cross-party to ensure the Coronation brings together residents from across our city in a celebration of this truly and uniquely British institution.

Amendment moved by Councillor Guthrie and seconded by Councillor Kaur

First line, first paragraph delete 'renaming of Guildhall Square to the Elizabeth Square in dedication to' and replace with 'creation of a fitting tribute to mark the reign of'

Also in first line, first paragraph delete 'to also begin exploratory works into the commissioning through public subscription and donations of a statute of Her late Majesty to adorn the newly renamed square. Southampton has many public works of art to exemplary people, but there is a distinct lack of monuments to great women, and who better to put that right with than one of the greatest female role models of the modern time, Elizabeth the Great.'

Replace with 'in recognition of her lifetime of duty and service to our country. The Council will create a cross-party working group, that will take into account the views of local residents, to look at options for such a tribute. This will include, but not limited, to looking at the renaming of Guildhall Square, and the commissioning of a statute of Her late Majesty, funded through public subscription and donations, as a starting point for discussions.

First line, second paragraph insert after 'events across the city,' 'and that the aforementioned working group will ensure'

AMENDED MOTION TO READ:

This Council commits to the creation of a fitting tribute to mark the reign of Her late Majesty Queen Elizabeth II, in recognition of her lifetime of duty and service to our country. The Council will create a cross-party working group, that will take into account the views of local residents, to look at options for such a tribute. This will include, but not limited, to looking at the renaming of Guildhall Square, and the commissioning of a statue of Her late Majesty, funded through public subscription and donations, as a starting point for discussions.

The Council further commits to ensuring the Coronation of King Charles III is commemorated in Southampton with due public ceremony with events across the city, and that the aforementioned working group will ensure the Coronation brings together residents from across our city in a celebration of this truly and uniquely British institution.

UPON BEING PUT TO THE VOTE THE AMENDMENT IN THE NAMES OF COUNCILLORS GUTHRIE AND KAUR WAS CARRIED.

RESOLVED that the amended motion be approved.

45. **EXECUTIVE BUSINESS**

The report of the Leader of the Council was submitted setting out the details of the business undertaken by the Executive.

The Leader and the Cabinet made statements and responded to questions.

The following questions were submitted in accordance with Council Procedure Rule 11.1:-

1. SEN Sector

Question from Councillor Guest to Councillor Paffey

QUESTION: Will the Cabinet member commit to ensuring the support and resources are put in place to support the SEN sector and ensure their needs are catered for in Southampton?

ANSWER: The Labour administration is committed to ensuring that children and young people with Special Educational Needs and Disabilities receive the support they need. Members will be aware of the current proposals for the expansion and reconfiguration of the city's special schools, a programme launched when we were previously in office to ensure the best educational opportunities and support possible for Southampton's children. With all feasibility studies now complete, we anticipate bringing forward the next stage and going to full public consultation shortly.

Further work is ongoing to improve our offer for pupils with SEND in mainstream education, with the aim of developing consistent and inclusive provision across the city. This is in line with the Inclusion priority in the SEND, Education and Children's Services strategies, and will include a bid to government for more investment in this area.

2. Children's Homes

Councillor Guthrie to Councillor Paffey

QUESTION: What are the Cabinet Member's plans to ensure that the city's children's homes are adequately and sustainably staffed once they are completed and can care for children?

ANSWER: Recruiting the highest quality staff is a priority in ensuring our proposed children's residential homes can improve outcomes for children in our care.

We plan to stagger the opening of children's homes, allowing for the recruitment and establishment of teams in stages. This will avoid creating recruitment pressures in a short space of time, and will help to ensure sustainability of multiple homes.

Staff will be supported through therapeutic clinical supervision which will be available on a group and individual basis as required. The aim will be to establish stable, supported, and resilient teams across the homes.

Staff salaries have been benchmarked and we are confident that remuneration will be competitive and attractive in the current market.

Finally, leadership is key to operating a successful children's home and so the salary of the registered manager position will attract an experienced manager with an established track record for delivering excellent services to children.

3. Youth Offending

Councillor Vaughan to Councillor Renyard

QUESTION: First time offenders within Youth Offending are not having their cases heard for up to two to three years. Instead of going to court for one minimal crime, a young person can end up going to court for three of a more serious nature. Can the Cabinet Member advise what the administration is doing to resolve this issue?

ANSWER: We welcome your interest in the matter.

First time entrants (FTE) are children and young people who receive a youth caution or above. FTE for Southampton reduced from 2020 to 2021. The rates in Southampton are in line with our statistical neighbours.

Two thirds of Southampton Youth Justice work is dealt with 'out of court', i.e. away from the court system: each week a Joint Decision-making Panel carefully considers all children who have been referred by the police following investigation.

Once a referral is received the Council Youth Justice Service acts quickly in response. We do not have control over the length of police investigations. The Youth Justice Service has developed a diversion programme and is developing a prevention offer to reduce the risk of offending early.

Some young people, generally those with more serious offences, by-pass the out-of-court system and miss the opportunity to be diverted from Court. On occasion, for a range of reasons, it takes a long time for a case to reach court. For these young people the period between the alleged offence and appearing in court, can be challenging for the young person, the family and agencies who are supporting them. This means that they do not face the consequences of their offending swiftly and do not, as a result, receive the intervention and support they need in a timely way.

The primary factors contributing to the delays between arrest and criminal justice outcome are the volume and resource pressures within the Police which result in investigation taking longer, backlogs within the Crown Prosecution Service, and availability of court time due to these pressures, as well as the pandemic having an impact on this. These factors contribute to situations where some young people are waiting between 12 and 18 months for an offence to be dealt with.

We are working with Police and the CPS to address these issues, which are national, including trying to push expediency of youth cases. We welcome the appointment of a new Superintendent for Southampton (Supt. Phil Lamb) and look forward to meeting with them at their earliest opportunity with this item as a key component of that agenda.

4. Uncapped rises on energy bills

Councillor Blackman to Councillor Kaur

QUESTION: Could the Leader of the Council report on what representations have been made to central government on behalf of businesses, schools and other organisations in Southampton to press for support in the face of uncapped rises in energy bills this autumn?

ANSWER: Since you submitted your Question under Liz Truss the Government has introduced some support for energy price rises this autumn. To reassure you, we continue to lobby Central Government as Southampton does not receive enough resources, something that all three of the City's MPs highlight and advocate. As a Council we will continue to fight for our fair share so that local residents and businesses can continue to benefit from much needed investment. We are part of several campaigns that the LGA and other national organisations run. This week I signed, along with other Leaders from across the County, a letter to the Chancellor ahead of his Autumn Statement tomorrow.

5. Portswood Corridor

Councillor Moulton to Councillor Keogh

QUESTION: In light of significant concerns around the Administration's proposal, as part of the Portswood Corridor Transforming Cities scheme, to close a section of Portswood Road to traffic and concerns expressed around the online consultation, will the Leader / Cabinet Member agree to extend the consultation date and to amend the survey to expressly ask if residents support the road closure proposal?

ANSWER: The scheme for the Portswood Road corridor has been on consultation from 26 September to 23 October 2022 and has been since extended to 11 November 2022. As part of the consultation process, a consultation brochure was prepared, provided information on the Connecting Southampton website, written to 6,487 residents in the area twice, held an information session at October Books store on 4 October 2022, met with the Portswood Residents Gardens on 31 October 2022, held drop in sessions at Portswood Broadway on 4 and 5 November 2022, attended an information session at Highfield Church Hall on 8 November 2022 and attended a drop in session at Southampton University on 9 November 2022. Over 1,300 responses and comments to the online survey and via email responses were received, and it will now be analysed. The next phase of consultation and engagement will occur in the new year. This will focus on updating the proposals for the area which will take into account the responses received, and if there are gaps identified from the previous consultation, these will be addressed in the future consultation to facilitate community co-design and support.

6. Unadopted roads

Councillor Moulton to Councillor Keogh

QUESTION: Does the Cabinet Member plan to put in place a policy which sets out what support and action the council might take in respect of unadopted roads which are in desperate need of repair?

ANSWER: Officers have recently updated the council's road maintenance webpage to include reference to an intervention procedure when receiving a request to intervene to repair an unadopted road. The Council has a procedure in place for intervening to repair defects on an unadopted road only in exceptional circumstances and if it deems, by way of an assessment, that there is a need to urgently remove a clear and present danger to persons or traffic. Southampton City Council has no statutory responsibility to repair privately maintained highways and private streets (both also commonly referred to as unadopted roads). In most circumstances, maintenance of such roads is the responsibility of the adjacent landowners whose property fronts onto them.

This is in line with highways legislation, in particular the Highways Act 1980 which contains provisions granting Highway Authorities limited powers to intervene in certain circumstances.

7. Savings Breakdown

Councillor Hannides to Councillor Leggett

QUESTION: Can you provide a more detailed breakdown of the £15m of savings already found as part of the budget process? The items identified in the recent public presentation accounted for only £1.1m.

ANSWER: A detailed breakdown on savings will be sent.

8. In-Year Savings

Councillor Hannides to Councillor Leggett

QUESTION: With a further £29m of savings required to be identified over the next 3 months, can you indicate which areas are under consideration?

ANSWER: All options are being looked at to address the budget for next financial year.

9. Disposing of Assets

Councillor Hannides to Councillor Leggett

QUESTION: Due to the inevitable rise in interest rates, the increased cost of borrowing will deprive front line services of much needed revenue, what steps are you taking to reduce debt by disposing of assets?

ANSWER: The council continues to review its corporate operational and commercial assets to seek to ensure that they meet service needs and provide the best return for the council. This involves reviewing the potential ongoing revenue return, the opportunity of future regeneration and development together with disposal opportunities.

10. Anti-Social Behaviour

Councillor Vaughan to Councillor Renyard

QUESTION: What improvements are the administration making when it comes to ASB with Motorcycles and cars driven by young people off-road?

ANSWER: Southampton City Council has limited powers, with enforcement being primarily the domain of the Police and activity taking place on private land not within SCC's remit to resolve. A motorbike nuisance task force was set up and has been an effective multi-agency forum to work through proposals to target harden hotspots in a way that supports accessible access for all residents. We have worked closely with the OPCC on its ASB Task Force which has secured the equipping of new dirt bikes and training of Police Officers.

Engagements with communities have effectively promoted the importance of reporting, to share intelligence with the Police and raise confidence that action can be taken. Stronger Communities has conducted ASB surveys in Sullivan Road and Millbrook.

The Safer Neighbourhoods Fund, has secured CIL money to progress preventative works in Coxford Ward. This will allow us to pilot new techniques and area improvements that can inform actions in other parts of the city.

SCC is working with Police (Operation Trail) in the West of the City using Safer Streets funding to prevent thefts of motorcycles. We are in regular contact with the Insp to support their activity (see Southampton Cops FB).

11. Safer Neighbourhoods Fund

Councillor Vassiliou to Councillor Renyard

QUESTION: Can the Cabinet Member for Communities explain why when rebranding the Community Fund to the new "Safer Neighbourhoods Fund", the Protecting Communities element of this has been removed and where has the money previously allocated to the Protecting Communities element now gone?

ANSWER: The Protecting Communities element will now be managed centrally by SCC to ensure coordination of works on a data and intelligence led approach, including working with the CCTV Working Group.

The new Safer Neighbourhoods capital strand, has also removed the 'cap' that was in place with the previous fund, as this was not sufficient for some larger projects which required both a different process as well as being able to look more strategically at requirements across the city.

In total, the overall budget for the Safer Neighbourhoods Fund has increased.

There is strong alignment with Safer Streets activity as well potential within UKSPF to supporter effective targeting of resources to priority hotspots that will benefit from target hardening.

As cabinet member for safety, I am happy to continue to receive suggestions as to where those needs might be and work with officers to review the data and intelligence around such suggestion and put together realistic and sustainable plans to deliver them, if there is a demonstrable need.

12. Solar Panels

Councillor P Baillie to Councillor Mitchell

QUESTION: The HRA own hundreds of walk up blocks and thousands of houses. In the middle of an energy crisis, please would you explain why your department feels that solar panels are not a good idea.

ANSWER: Solar energy will be part of the energy strategy for the city. The immediate priority is to improve energy efficiency so that not as much energy is needed to power a home.

Our focus is a fabric first which directly works to reduce residents' energy needs. This is also a cheaper and easier approach to energy efficiency which would have the greatest benefit to tenants. Typically, these types of work are insulation of homes (i.e. loft, cavity, floor), installation of new energy efficient windows and doors, and installation of high energy efficiency electric heating (i.e. Quantum electric heating appliances).

13. Tenant Controlled Heating

Councillor P Baillie to Councillor Mitchell

QUESTION: Over 4000 council homes do not have the ability to regulate their own heat, & thus regulate their bills. Aren't you ashamed of that figure in 2022?

ANSWER: Within the constraints of the HRA capital programme, SCC has a dedicated work programme to install space heating systems and remove tenants' landlord supply. The planned investment is £2.6M for the next 4 years.

46. QUESTIONS FROM MEMBERS TO THE CHAIRS OF COMMITTEES OR THE MAYOR

It was noted that no requests for Questions from Members to the Chairs of Committees or the Lord Mayor had been received.

47. APPOINTMENTS TO COMMITTEES, SUB-COMMITTEES AND OTHER BODIES

The following appointments were noted:

Overview and Scrutiny Management Committee:

Councillors Savage and Moulton to replace Councillors Furnell and Stead

Children's and Families Scrutiny Panel:

Councillors Denness and Warwick Payne to replace Councillors McEwing and Windle

HOSP:

Councillor Shields to replace Councillor T Bunday

Scrutiny Inquiry Panel - Protecting, Preserving and Promoting The River Itchen in Southampton:

Councillors T Bunday, Cooper, Moulton, Savage and White

Licensing Committee Councillor Fitzhenry.

48. OVERVIEW AND SCRUTINY: SUMMARY OF CALL-IN ACTIVITY

It was noted that there had been no use of the Call-In procedure since last reported to Council.

SOUTHAMPTON CITY COUNCIL

MINUTES OF THE COUNCIL MEETING HELD ON 22 FEBRUARY 2023

Present:

The Mayor, Councillor Rayment
The Sheriff, Councillor Laurent
Councillors J Baillie, P Baillie, Blackman, Blatchford, Bogle, M Bunday,
T Bunday, Coombs, Cooper, Denness, Fielker, Fitzhenry, Frampton, Fuller,
Furnell, G Galton, Guest, Guthrie, Hannides, L Harris, Houghton, Keogh,
Kataria, Kaur, Leggett, Magee, Professor Margetts, McEwing, Mitchell,
Noon, Dr Paffey, W Payne, Prior, Renyard, Savage, Shields, Goodfellow,
Stead (except part item 53), Vassiliou, Vaughan, White, Windle and Winning

49. APOLOGIES

It was noted that apologies had been received from Councillors D Galton, J Payne and Moulton.

50. ANNOUNCEMENTS FROM THE LORD MAYOR AND LEADER

Announcements from the Lord Mayor:

- (i) The Lord Mayor referred with sadness as the Earthquake disaster in Turkey and Syria unfolded. As the death toll continues to rise, our thoughts are with the families affected and those who are on the ground offering medical and humanitarian aid. On behalf of Southampton City Council letters of condolence have been written to both Turkish and Syrian Embassies and today the Lord Mayor had received a letter from the Turkish Ambassador to the UK who was very thankful for the work that is going on in Southampton for those affected with our Turkish and Syrian communities present in the City.
- (ii) The Lord Mayor informed Council that Councillor Professor Margetts had resigned from the Labour Group and now sits as an Independent Member representing Coxford Ward. Legally, that creates vacancies on both Health Overview and Scrutiny Panel and Health and Wellbeing Board as only political groups, by law, can have seats on committees.
- (iii) Members, I was delighted to receive the Princess Royal when she visited us on 3rd February. A Royal visit was expected as we had received Lord Mayor status, a Royal visit was expected but we did not know when, so I was delighted when her Royal Highness visited the City to officially receive the Letters Patent which I believe you have now all seen. She had the opportunity to meet a number of members of staff, she asked not to meet politicians. We arranged for business leaders who had been part of the representation on the lord mayoralty and officers of this Council who play an important role including representing cleaners, facilities management and the town sergeants office, people who go above and beyond their duties and who I know you believe as I do, that they do not always receive the recognition they deserve. Whilst she was here, she unveiled The Queen's Green Canopy Award. As a City Champion Southampton was one of only three

cities who planted more trees than other authorities during the late Queen's Platinum Jubilee. I think that is a real accolade and shows our green credentials.

- (iv) Members, I am also pleased to announce that the Lord Mayor's Ball held this month raised in excess of £5,500 after expenses for my chosen charities. There were a number of Councillors present who were very supportive on the evening and I wanted to thank you personally for that. We did have a great evening and I would like to pay tribute to the staff who gave up their own time and who put in a lot of hard effort to help me organise the evening making sure it was such a success.
- (v) Members, I would like to formally welcome Claire Edgar to the Council, Claire has been appointed as the Executive Director for Wellbeing and Housing. We all look forward to working with Claire in her new role.
- (vi) Members, today we say goodbye to John Harrison, Executive Director for Finance and Commercialism. Honorary Alderman Barnes-Andrews offered his thanks and gratitude for John's service during his time as Cabinet Member for Finance.

Announcements from the Leader:

- (vii) The Leader announced the following appointments – Councillor Windle be appointed to Health Overview and Scrutiny Panel and Councillor Savage be appointed to Health and Wellbeing Board.

51. DEPUTATIONS, PETITIONS AND PUBLIC QUESTIONS

The Council received and noted a deputation from Mr Marks, Trade Unionist & Socialist Coalition – Annual Budget.

52. EXCLUSION OF THE PRESS AND PUBLIC - EXEMPT PAPERS INCLUDED IN THE FOLLOWING ITEM (IF NEEDED)

The Chair moved in accordance with the Council's Constitution, specifically the Access to Information Procedure Rules contained within the Constitution, the press and public be excluded from the meeting in respect of any consideration of the exempt appendix to the following Item.

Appendix 7 is exempt from publication by virtue of category 3 of rule 10.4 of the Council's Access to Information Procedure Rules i.e. information relating to the financial or business affairs of any particular person. It is not in the public interest to disclose this information due to an ongoing commercial dispute which is subject to a protected alternative dispute resolution procedure. If the information was disclosed then the Council's financial position would be available to other parties to the dispute and prejudice the Council's ability to achieve best value.

53. THE REVENUE BUDGET 2023/24, MEDIUM TERM FINANCIAL STRATEGY AND CAPITAL PROGRAMME

Report of the Cabinet Member for Finance and Change detailing the Revenue Budget 2023/24, Medium Term Financial Strategy for the period 2023/24 to 2026/27. The report also sets out the Capital Strategy and Flexible Use of Capital Receipts Strategy and provides details of the capital programmes for the General Fund and Housing Revenue Account (HRA) for the period 2022/23 to 2027/28.

The report identifies how the 2023/24 budget has been balanced since the forecast shortfall reported to Cabinet on 8 November 2022, which was £28.9M. It outlines how additional funds arising from the November 2022 Autumn Statement and confirmed in the local government finance settlement, including extra council tax flexibilities (£3.3M), together with further savings (£4.98M) and use of reserves (£22.0M) have helped both balance the budget and meet new pressures arising since November.

The following additional recommendation was tabled at the meeting:

Arts Council England has recently agreed in principle to offer Southampton City Council a grant of up to £2.23M in capital towards the cost of repairs to the Art Gallery roof.

There is a requirement for the Council to match fund this grant which has already been budgeted for within the Capital programme. Given the urgent nature of this grant, which the Arts Council requires to begin by 15 May, it is resolved that

- (i) the above sum is applied to the Capital Programme as funding; and
- (ii) Executive Director for Growth, following consultation with the Executive Director, Corporate Services and the Leader be delegated authority to apply this grant as considered appropriate.

The recommendations therein, including the additional recommendations above, were moved by Councillor Leggett and seconded by Councillor Kaur.

The Council agreed to suspend Council Procedure Rules 14.2, 14.5, 14.6, 14.7, 14.8, 14.9 and 16.2:-

- (i) to enable any amendments to be proposed, seconded and considered at the same time;
- (ii) to enable any amendment to be re-introduced later into the meeting; and
- (iii) to revise the time allowed for speakers as follows:-

Movers of motions - 20 minutes

Seconders - 10 minutes

Liberal Democrat/Independent Members – 10 minutes

Other Speakers - 4 minutes

Right of Reply (Executive only) – 10 minutes

RESOLVED that the Revenue Budget 2023/24, Medium Term Financial Strategy, and Capital Programme be adopted as detailed in the report recommendations, including additional recommendation detailed above.

NOTE: All Members of the Council declared a pecuniary interest in the above matter, as payers and setters of Council Tax, noted the dispensation granted by the Monitoring Officer and remained in the meeting during the consideration of the matter.

NOTE – FOR THE SUBSTANTIVE MOTION: Councillors Blatchford, Bogle, M Bunday, T Bunday, Coombs, Cooper, Denness, Fielker, Frampton, Furnell, Goodfellow, Kataria, Kaur, Keogh, Leggett, McEwing, Mitchell, Noon, Paffey, W Payne, Rayment, Renyard, Savage, Shields, Windle and Winning.

NOTE – AGAINST THE SUBSTANTIVE MOTION: Councillors J Baillie, P Baillie, Fitzhenry, Fuller, G Galton, Guest, Guthrie, Hannides, Harris, Houghton, Laurent, Magee, Margetts, Prior, Vassiliou, Vaughan and White.

NOTE – ABSTAINED THE SUBSTANTIVE MOTION: Councillor Blackman

Agenda Item 5

DECISION-MAKER:	COUNCIL
SUBJECT:	Pay Policy 2023 - 2024
DATE OF DECISION:	15 th March 2023
REPORT OF:	Chief Executive

<u>CONTACT DETAILS</u>			
Executive Director	Title	Chief Executive	
	Name:	Mike Harris	Tel: 023 80 2378
	E-mail	Mike.harris@southampton.gov.uk	
Author:	Title	Head of HR and OD	
	Name:	Chris Bishop	Tel: 023 80 2087
	E-mail	christopher.bishop@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY

None

BRIEF SUMMARY

The purpose of this report is to approve the Pay Policy for 2023-2024. The proposals reflect proposed national agreements and affect all staff of the Council with the exception of: Teachers and support staff in Voluntary Aided (VA)/Trust schools; Modern Apprentices (separate pay framework); Non council staff who work for the council (NHS, including Public Health staff who transferred under COSOP (Transfer of Undertakings (TUPE) equivalent) and have retained NHS pay.

RECOMMENDATIONS:

	(i)	To approve the Pay Policy statement for 2023-2024.
	(ii)	To note the continued implementation of the Foundation Living Wage increase as the minimum hourly rate for National Joint Council (NJC) evaluated posts from 1 st April 2023.
	(iii)	To note that negotiations for a cost of living award for 2023 as part of the pay agreement for NJC evaluated roles and Chief Officer and Chief Executive pay are ongoing and that implementation of this, once agreed, is delegated to the Head of HR and OD to be applied for 2023-2024.

REASONS FOR REPORT RECOMMENDATIONS

1.	Purpose This Pay Policy Statement ("Pay Statement") is provided in accordance with the Localism Act 2011 ("Localism Act") and is updated prior to the commencement of each subsequent financial year.
2.	Scope This Pay Policy Statement sets out Southampton City Council's pay policies relating to its workforce (excluding the groups noted above) for the financial year 2023-2024, including the remuneration of its Chief Officers, lowest paid

	<p>staff and the relationship between its Chief Officers and the staff who are not Chief Officers.</p> <p>The Localism Act 2011 (the Act) reflects a requirement for transparency over both senior council officers' pay and that of the lowest paid staff. To support this, the Act requires councils to publish an annual Pay Policy Statement covering Chief Officers (both Statutory and Non-Statutory Chief Officers and Deputy Chief Officers), a comparison of policies on remunerating Chief Officers and other staff and our policy on the lowest paid. The Act does not apply to local authority schools. In the interests of clarity and transparency it is important for local authorities to use the opportunity to set out their overall reward strategy for the whole workforce.</p> <p>The Act requires councils to include the following in their Pay Policy Statement:</p> <ul style="list-style-type: none"> • the level and elements of remuneration for Chief Officers; • the remuneration of its lowest-paid employees (together with definition of "lowest-paid employees" and reasons for adopting that definition); • policy on the relationship between the remuneration of Chief Officers and other officers; • policy on other specific aspects of Chief Officers' remuneration; • remuneration on recruitment, increases and additions to remuneration; • use of performance-related pay and bonuses, termination payments, and transparency. <p>The Act defines remuneration widely, to include not just pay but also charges, fees, allowances, benefits in kind, increases in/enhancements of pension entitlements, and termination payments.</p> <p>The Pay Policy Statement can be amended in-year but must be:</p> <ul style="list-style-type: none"> • approved formally by the Council meeting itself; • approved by the end of March each year; • published on the authority's website (and in any other way the authority chooses); <p>complied with when the authority sets terms and conditions for Chief Officers.</p>
3.	<p>Context</p> <p>The Pay Policy also reflects the collective national agreements for NJC evaluated roles and Chief Officer and Chief Executive pay. Implementation of this Pay Policy is in accordance with the Revenue Budgets approved for 2023-2024.</p>
4.	<p>Changes in legislation and national policies</p> <p>The council's gender pay reporting requirements are published on the council's website as part of the Transparency Code as per the requirement from 2018 onwards.</p> <p>The current pay gap shows that women's hourly rate is:</p> <ul style="list-style-type: none"> • 2.7% lower (mean) • 2.8% lower (median)

	<p>The Council's mean and median gender pay gap is significantly lower than the UK national average, which is estimated at 14.9% based on data from the Office of National Statistics (ONS).</p> <p>Whilst the Council does have a much lower gender pay gap than the national average, we recognise that a small gender pay gap does still exist due to the nature of our workforce profile and the job roles that men and women are employed to do.</p> <p>Whilst we have higher female representation in all our pay quartiles, we have a larger proportion of women in our lower pay quartiles, which explains our mean and median gender pay gap of 2.7% and 2.8% respectively. Within our lower pay quartiles, most of these roles are part time, therefore these tend to be more likely to be held by women (it is estimated that 77% of part time workers in the UK are women). 30% of our workforce are part time of which 87% are female and 13% male. The Council has significant female representation in our upper pay quartiles; 50% of the Executive Management Team are female for example demonstrating that we have a good gender balance amongst our most senior roles.</p>
5.	<p>Definitions</p> <p>For the purpose of this Pay Statement the following definitions apply:</p> <ul style="list-style-type: none"> • “Pay” in addition to base salary includes charges, fees, allowances, benefits in kind, increases in/enhancements to pension entitlements and termination payments. • “Chief Officers” refers to the following roles within the Council: <i>Statutory Chief Officer roles are:</i> <ol style="list-style-type: none"> a) Chief Executive, as Head of Paid Service b) Director Governance, Legal & HR (Monitoring Officer) c) Executive Director Wellbeing Children & Learning (DCS) d) Executive Director Wellbeing & Housing (DASS) e) Executive Director Corporate Services (Chief Financial Officer, as Section 151 Officer) f) Director of Public Health <i>Non Statutory Chief Officer roles are</i> <ol style="list-style-type: none"> a) Executive Director Place b) Director Strategy & Performance c) Director Customer Experience d) Deputy Director Children`s Social Care e) Director of Environment f) Service Director Adult Social Care Operations g) Director of Commissioning - Integrated Health and Care • The wider leadership team also includes Chief Officers that report directly to/or are accountable to a statutory or non-statutory Chief Officer in respect of all or most of their duties. These are Heads of Service graded at a Chief Officer grade. • “Lowest paid employees” refers to those staff paid within Grade 1 of the Council's mainstream pay structure. This definition has been adopted because Grade 1 is the lowest grade on the Council's mainstream pay structure and the posts have been assessed through

	<p>the NJC Job Evaluation Scheme as having the least amount of complexity and responsibility.</p> <p>“Employee who is not a Chief Officer” refers to all employees who are not covered under the “Chief Officer” pay scale group above. This includes the “lowest paid employees” i.e. employees on Grade 1 and all other staff up to and including Grade 13.</p>												
6.	<p>Relationship between remuneration of "Chief Officers" and "employees who are not Chief Officers"</p> <p>This relates to the ratio of the Council’s definition of “Chief Officers” and the median average earnings across the whole workforce as a pay multiple. The Council's highest paid employee is the Chief Executive (Head of Paid Service). The median salary and ratio for 2022/23 was calculated using pay data for all permanently employed staff. The ratio of the Council’s highest paid employee and the median average earnings across the whole workforce is published for comparison with the April 2022 position.</p> <table border="1"> <thead> <tr> <th></th> <th>April 2022 (£)</th> <th>March 2023 (£)</th> </tr> </thead> <tbody> <tr> <td>Highest paid employee</td> <td>£160,882</td> <td>£168,435</td> </tr> <tr> <td>Median FTE salary</td> <td>£28,227</td> <td>£32,019</td> </tr> <tr> <td>Ratio</td> <td>5.68:1</td> <td>5.26:1</td> </tr> </tbody> </table>		April 2022 (£)	March 2023 (£)	Highest paid employee	£160,882	£168,435	Median FTE salary	£28,227	£32,019	Ratio	5.68:1	5.26:1
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Median FTE salary	£28,227	£32,019											
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7.	<p>Pay Framework and remuneration levels – general</p> <p>The pay structure and pay scales have been designed to enable the council to recruit and retain suitably qualified staff at all levels to meet the outcomes detailed in the Council Strategy and associated outcome plans within an affordable financial framework. With a diverse workforce the council recognises that the Pay Policy needs to retain enough flexibility to cope with a variety of circumstances that can arise and may necessitate the use of market supplements or other such mechanisms for individual categories of posts where appropriate. The decision to apply a market premium will be approved by the Chief Executive and the Organisational Design Board based on advice from the Head of HR and OD. Any approved premium will be subject to an annual review.</p>												
8.	<p>Responsibility for decisions on pay structures</p> <p>It is essential for good governance that decisions on pay are made in an open and accountable manner. The Council’s locally determined pay structures are based on the outcome of recognised job evaluation schemes (Hay and NJC). This is in line with the national requirement for all Local Authorities to review their pay and grading frameworks to ensure fair and consistent practice for different groups of workers with the same employer and to comply with employment legislation as well as the economic climate locally.</p> <p>The current mainstream pay structure was implemented from June 2015 under the Pay & Allowances Framework collective agreement. The pay structure for Chief Officers and Head of Service on CO Grades is determined separately and pay rates are assessed through the Hay job evaluation process.</p>												

	The Head of HR & OD has the delegated authority to amend the pay levels to reflect the nationally agreed pay award for 2023.
9.	<p>Pay scales and grading framework</p> <p>All staff below the level of Chief Executive, Chief Officers and some Heads of Service are within the main council Pay Scale (except for teachers).</p> <p>The main Council pay scale consists of 56 pay spine points (SCP) within 13 grades with grade 1 being the lowest and grade 13 the highest. All staff will be on one of the 13 grades based on their job evaluated role. Each grade contains several spinal column points (SCP) to allow for incremental advancement within the grade. The 2019 compression of spinal column points was in line with the national pay agreement to be implemented by the Council within budget and without affecting the top of any current grade or number of overall grades within the pay scale. All main scale posts are paid within the range £20,258 to £67,192 per year (2022-23 figures). 2023/24 pay range will reflect the 2022 Foundation Living Wage figure (minimum hourly rate of £10.90) and the nationally agreed pay award once this is confirmed and will be effective from 1st April 2023.</p>
10.	The Council has committed to ensuring that all staff receive a rate of pay at least equal to a Living Wage (in line with the Living Wage review and recommendations) and applies an additional payment to staff on any hourly pay rate which falls below the Foundation Living Wage. This has had the on-going effect of increasing annual salaries for the lowest paid employees.
11.	Details of the Chief Officer pay scales (Appendix 1) and the Council's mainstream pay structure (Appendix 2) are appended to this Statement, are published on the Council's website and reflect the position with effect from 1 st April 2023 (<u>Note</u> ; these charts are pre any confirmed pay award for April 2023).
12.	Pay awards are considered annually for all employees but are subject to conditions imposed nationally by the Government and/or negotiated locally. The outcome of national consultations by the Local Government Association in negotiation with the Trade Unions in relation to the settlement of the annual pay award is normally applied as per the recommendation for 2023-2024 onwards. If there is an occasion where to apply nationally agreed pay awards would distort the local pay structures, alternative proposals are developed, discussed with the trade unions and brought to Elected Councillors for formal approval.
13.	<p>Remuneration – level and element</p> <p>“Chief Officers” are identified at 3 above. They are all paid within the council's pay structures as follows (2022-2023 figures as 2023 pay award yet to be confirmed):</p> <ol style="list-style-type: none"> a. Chief Executive, as Head of Paid Service will be paid a salary within the grade range £160,882 to £191,063 (2022/23 pay level). b. Statutory and Non-Statutory Chief Officers/Managers of the council's 700 services will be paid a salary within the grade range £69,608 to £157,366 (2022/23 pay levels) according to post rating under the Hay scheme (CO5 to CO1.1). <p>Details of Chief Officer and Heads of Service remuneration are published on the Council's website.</p>

14.	Bonuses and Performance related pay There is no provision for bonus payments or performance related pay awards to any level of employee. There is, however, an honorarium provision for an agreed sum or an accelerated increment which may be awarded where an employee performs duties outside the scope of their post over an extended period or where there are agreed, short term additional duties and responsibilities. All such payments/increments are subject to approval by an Executive Director and must be within existing budget provision.
15.	Other pay elements The pay structure for Chief Officers takes account of the clearly defined additional statutory responsibilities in respect of the Section 151 and Monitoring Officer roles.
16.	Charges, fees or allowances Allowances or other payments, for example linked to irregular or unsocial hours working, standby, first aid/fire marshal responsibilities etc. are paid, as appropriate, to staff below Chief Officer pay grade in connection with their role or the pattern of hours they work and in accordance with the Council's standard framework (Appendix 3) and national collective agreements. The attached framework will be revised and republished once any confirmed pay award for 2023/24 is agreed.
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	
17.	N/A
DETAIL (Including consultation carried out)	
18.	N/A
RESOURCE IMPLICATIONS	
<u>Capital/Revenue</u>	
19.	The implementation of the Pay Policy is in accordance with the Council's Revenue Budgets approved for 2023/24.
<u>Property/Other</u>	
20.	N/A
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
21.	Local Government Act 1972 and Localism Act 2011
<u>Other Legal Implications:</u>	
22.	Equalities Act 2010, in particular s.149 (The 'Public Sector Equality Duty')
RISK MANAGEMENT IMPLICATIONS	
23.	None
POLICY FRAMEWORK IMPLICATIONS	
24.	None

KEY DECISION?	No
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WARDS/COMMUNITIES AFFECTED:	None
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	Chief Officer Pay scales
2.	Main pay scales Grades 1-13
3.	Allowances Framework
4.	Equality and Safety Impact Assessment
Documents In Members' Rooms	
1.	None
Equality Impact Assessment	
Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.	Yes
Data Protection Impact Assessment	
Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out.	No
Other Background Documents	
Other Background documents available for inspection at:	
Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
1.	None

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Chief Officer and Chief Executive pay scales

Grades	Grades	SCP	Hourly rate	Annual salary*
CO5		70	£36.08	£69,608
CO5		71	£36.93	£71,246
CO5		72	£37.80	£72,918
CO5		73	£38.69	£74,638
CO4APR0		74	£39.60	£76,398
CO4APR0		75	£40.53	£78,202
CO4APR0		76	£41.49	£80,051
CO4APR0		77	£42.47	£81,935
CO4APR0	CO3APR08	78	£43.47	£83,870
	CO3APR08	79	£44.50	£85,854
	CO3APR08	80	£45.55	£87,886
CO2.5APR08	CO3APR08	81	£46.63	£89,964
CO2.5APR08	CO3APR08	82	£47.74	£92,097
CO2.5APR08		83	£48.87	£94,281
CO2.5APR08		84	£50.03	£96,514
CO2.5APR08	CO2.3APR08	85	£51.21	£98,800
	CO2.3APR08	86	£52.43	£101,151
	CO2.3APR08	87	£53.67	£103,547
	CO2.3APR08	88	£54.95	£106,009
	CO2.3APR08	89	£56.25	£108,522
		90	£57.59	£111,109
CO2.1APR08		91	£58.96	£113,748
CO2.1APR09		92	£59.20	£114,213
CO2.1APR10		93	£60.60	£116,922
CO2.1APR11		94	£62.05	£119,707
CO2.1APR12		95	£63.52	£122,556
		96	£65.04	£125,479
		97	£66.58	£128,443
CO1.2		98	£68.15	£131,479
CO1.2		99	£69.76	£134,590
CO1.2		100	£71.71	£138,358
CO1.2		101	£73.67	£142,123
CO1.1		102	£75.99	£146,606
CO1.1		103	£78.84	£152,111
CO1.1		104	£81.57	£157,366
CHIEF		105	£83.39	£160,882
CHIEF		106	£86.31	£166,510
CHIEF		107	£89.33	£172,344
CHIEF		108	£92.45	£178,371
CHIEF		109	£95.69	£184,609
CHIEF		110	£99.03	£191,063

*rounded to the nearest £ (in this document - not in your pay)

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Southampton City Council



National Joint Council (NJC) pay scales

April 2022

Grade	SCP	Hourly rate	Annual salary*	
1	1	£10.50	£20,258	
2	2	£10.60	£20,442	
3	3	£10.79	£20,812	
3	4	£10.98	£21,189	
4	5	£11.18	£21,575	
4	6	£11.46	£22,113	
5	7	£11.59	£22,368	
5	8	£11.89	£22,941	
5	9	£12.10	£23,347	
5	10	£12.24	£23,620	
5	11	£12.50	£24,117	
6	12	£12.79	£24,684	
6	13	£12.93	£24,948	
6	14	£13.17	£25,409	
6	15	£13.53	£26,101	
6	16	£13.66	£26,357	
6	17	£13.91	£26,845	
Not in use	18	£14.17	£27,344	
7	19	£14.44	£27,852	
7	20	£14.71	£28,370	
7	21	£14.98	£28,899	
7	22	£15.26	£29,439	
7	23	£15.63	£30,152	
7	24	£16.12	£31,099	
7	25	£16.60	£32,019	
8	26	£17.06	£32,909	
8	27	£17.53	£33,819	
8	28	£18.00	£34,723	
8	29	£18.35	£35,411	
8	30	£18.81	£36,298	
9	31	£19.31	£37,261	
9	32	£19.85	£38,295	
9	33	£20.47	£39,493	
9	34	£20.98	£40,478	
9	35	£21.51	£41,495	
10	36	£22.03	£42,503	
10	37	£22.56	£43,516	
10	38	£23.09	£44,539	
10	39	£23.58	£45,495	
10	40	£24.13	£46,549	
11	41	£24.66	£47,573	
11	42	£25.18	£48,587	
11	43	£25.70	£49,590	
11	44	£26.19	£50,534	
11	45	£26.72	£51,544	
11	12	46	£27.24	£52,560
11	12	47	£27.77	£53,570
12	48	£28.30	£54,590	
12	49	£29.26	£56,456	
12	50	£30.07	£58,012	
12	13	51	£30.77	£59,355
13	52	£31.49	£60,755	
13	53	£32.22	£62,166	
13	54	£33.07	£63,799	
13	55	£33.94	£65,471	
13	56	£34.83	£67,192	

*rounded to the nearest £ (in this document - not in your pay)

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Southampton City Council

Human resources and organisational development

Allowances framework

Go to

[Standard](#) | [Overtime](#) | [Unsocial](#) | [Bank holidays](#) | [Shift](#) | [Tool](#) | [Standby/callout](#) | [Car](#) | [First aid and wellbeing](#) | [Fire marshal](#) | [Emergency](#) | [Mileage](#)

Standard hours

Standard week	37 hours Monday to Friday	When you have worked your contractual hours, you are paid overtime. If your contract hours are over 37, these hours are paid at plain time.
---------------	----------------------------------	---

Weekend hours

Saturday and Sunday	Time and a half (1.5)	Where your weekend hours are a part of your normal working week. Not including irregular hours.
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Overtime / additional hours: hours worked over standard week (37 hour)

Grades 1 – 7	1.5 OR 1.5 in lieu	- your overtime / additional hours are paid at the appropriate rate for the work and must have approval. If you work in areas working irregular hours, your overtime includes the enhanced rate of pay for the post
Grades 8 - 13	Plain time (except at weekends)	
Chief officers	Unavailable (unless agreed in advance in exceptional circumstances)	

Bank holidays

If you are required to work a bank holiday you get:	Your usual contractual pay
	Plus – plain time for your hours worked
	Plus – time off in lieu (to take later)

Shift (irregular) hours

You need to meet the following conditions for shift (Irregular) hours:	The service operates contractual hours including evenings, nights and weekends
	Time bands: 6:30-12pm (midnight) or 12.01-7:30am
	Enhancement is paid for all hours and all days, including weekends
15% enhancement	10% enhancement
You work a pattern of hours over the week and contract hours include time before 7:30am and after 6:30pm	You work a pattern of hours over the week or contractual hours include time before 7:30am or after 6:30pm
Your hours vary week to week as part of your rota	Your hours vary week to week as part of your rota

Fixed unsocial hours / night workers

If you work fixed and regular hours over the week and 30% or more of your contract hours are before 7:30am or after 6:30pm		
Monday – Friday	6% enhancement per hour	
Saturday and Sunday	1.5 per hour	Weekend working is a part of your normal working week

Standby and callout

Standby payment		Stand-by allowance for social workers/social worker managers	
Monday – Friday	£15.25	Nightly (pro rata per 24 hours)	£31.57
Saturday	£17.73	Includes first hour of any calls	
Sunday/Bank Holiday	£23.19		
Weekly (excluding bank holidays)	£117.20		

Call out – for out of hours, emergency issues or areas requiring duty of care

In service areas where attendance on site is not required and the “call-out” can be done by telephone from home, the stand-by payment only will apply

The qualifying period is a minimum of 1 hour per call out – at the rate of time and a half and payments are then calculated for each additional 30-minute period the call out requires.

In addition to the Standby flat fee “Call out” payments will be paid at the rate/grade of the post.

Travel includes to site and back home.

Call-out and stand-by is voluntary for all staff and your hours need approval by your line manager, in advance.

Stand-by payments are subject to increase in line with national pay agreements

If you work call-out hours on a bank holiday, you get the usual [bank holiday pay](#)

More allowances

Car user

Contractual car user (does not apply to Chief officers):	£40 – monthly allowance (and non-contributory car pass)	Mileage at HMRC rates
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First aid | Fire-marshal

Standard Allowance -	£152.90 a year
If your job needs you to be first aid or fire marshal trained, you do not get the allowance. It forms part of your job evaluation.	

Emergency planning: duty volunteer allowance

Standard Allowance -	£152.90 a year
Volunteers - qualified (in date), trained, with approved business need.	
Volunteers will be on the duty rota. Emergency planning duty posts get an extra 'call-out duty' payment at the normal hourly rate, on top of the flat allowance rate.	

Tool allowance

Selected posts paid allowance and allowance. See your red book for the rates.

Chargehand allowance (waste and recycling/housing operations)

Standard Allowance -	£155.33 a month
A responsibility allowance for craft employees in housing operations and operatives employed in waste and recycling for additional responsibility of organisation of work, materials, plant and equipment.	
Subject to management approval and confirmation with payroll (£6.68 per day as approved claim for cover / occasional one off requirement)	

Mileage rates – (HMRC rates)

Car	45p
Car (over 10,000 miles)	25p
Motorcycles	24p
Bicycles	20p



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 proposals and consider mitigating action.

Name or Brief Description of Proposal	<u>Pay Policy 2023/24:</u> To seek agreement to implement the national pay agreements for the pay policy for 2023-2024.
Brief Service Profile (including number of customers)	
The HR & OD service support our workforce of 3,700 colleagues to whom the pay policy for 2023-2024 will apply.	
Summary of Impact and Issues	
The purpose of the Council report is to approve the Pay Policy for 2023-2024. The proposals reflect proposed national agreements and affect all employees of the council with the exception of: Teachers and support staff in Voluntary Aided (VA)/Trust schools; Modern Apprentices (separate pay framework); Non Council staff who work for the council (NHS, including Public Health staff who transferred under COSOP (Transfer of Undertakings (TUPE) equivalent) and have retained NHS pay.	
Potential Positive Impacts	
Provides colleagues with remuneration that is appropriate to their role and reflects the national agreements. In line with the pay policy 2023-2024, we pay the Foundation Living Wage which means we ensure our lowest paid colleagues receive above and beyond the National Joint Council minimum, where applicable and aids colleagues in the current cost of living crisis.	
Responsible Service Manager	Gareth Terry
Date	22/2/2023
Approved by Senior Manager	Chris Bishop
Date	22/2/2023

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	No impact	
Disability	No impact	
Gender Reassignment	No impact	
Marriage and Civil Partnership	No impact	
Pregnancy and Maternity	No impact	
Race	No impact	
Religion or Belief	No impact	
Sex	No impact	
Sexual Orientation	No impact	
Community Safety	No impact	
Poverty	<p>Whilst we are implementing the nationally agreed pay agreements, in the current cost of living crisis some colleagues may be struggling financially. Therefore, whilst the implementation of the pay policy will have a positive impact, some colleagues may feel they need a higher form of remuneration to cope with rising costs. This heavily depends on the nationally agreed pay increase.</p>	<p>Ensure colleagues are aware of wellbeing champions and mental health first aiders, as well as being supported via their line manager, colleagues, and HR&OD team.</p>
Health & Wellbeing	<p>Some colleagues may be struggling with their wellbeing due to the current cost of living crisis. The pay policy implementation will have a positive effect, some colleagues may feel they need a higher form of remuneration to cope with rising costs. This heavily depends on the nationally agreed pay increase.</p>	<p>Ensure colleagues are aware of wellbeing champions and mental health first aiders, as well as being supported via their line manager, colleagues, and HR&OD team.</p>

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Other Significant Impacts	Depending on the nationally agreed pay increase, we could see an increase in staff turnover if colleagues leave because they feel the pay increase isn't enough.	Ensure our overall value proposition as an employer is promoted and communicated to staff, highlighting other benefits, both financial and non-financial.

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Agenda Item 6

Agenda Item

DECISION-MAKER:	COUNCIL
SUBJECT:	ANNUAL CORPORATE PARENTING REPORT 2022-2023
DATE OF DECISION:	15 MARCH 2023
REPORT OF:	COUNCILLOR DARREN PAFFEY CABINET MEMBER FOR CHILDREN AND LEARNING

CONTACT DETAILS			
Executive Director	Title	Executive Director – Wellbeing (Children and Learning)	
	Name	Robert Henderson	Tel: 023 80834899
	E-mail	robert.henderson@southampton.gov.uk	
Author	Title	Head of Corporate Parenting	
	Name	Anisha Reed	Tel: 023 80833352
	E-mail	anisha.reed@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY		
N/A		
BRIEF SUMMARY		
The Lead member for Children’s Services has a statutory role that was established by the Children Act 2004. This role holds political responsibility for the leadership, strategy and effectiveness of Children’s Services.		
The Lead Member provides leadership, support and challenge.		
Part of this role is to provide an annual update to members on how the council is meeting its duty as corporate parents.		
The content of the report has been aligned to coincide with the academic year.		
RECOMMENDATIONS:		
	(i)	That the September 2021 – August 2022 annual corporate parenting report be adopted.
	(ii)	That all councillors recommit to our collective responsibility as Corporate Parents, to ensure we champion children and young people in our care, demonstrate aspiration for them, and provide safer and better opportunities for them.
	(iii)	That all councillors consider opportunities for care leavers to be able to train and work in the city.
	(iv)	That all councillors promote fostering within the city in support of our fostering recruitment challenges.

REASONS FOR REPORT RECOMMENDATIONS	
1.	The appended Annual Corporate Parenting Report provides an overview of the strengths and areas for development of our corporate parenting to the children of our city. It makes recommendations about what is required to develop the quality of our corporate parenting.
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	
2.	None
DETAIL (Including consultation carried out)	
3.	The annual report provides an overview of the corporate parenting duties of the local authority and our shared ethos in relation to these.
	It explains the demography of our children looked after population. It also explains the context of the Covid 19 pandemic throughout this period.
4.	The report focuses on different areas of the council's strategic priorities for children in 2021-2022 and applies a corporate parenting lens to these to consider how our children looked after and care leavers are being supported against these priorities.
5.	These strategic priorities are Safe and Secure, Happy and Healthy, Resilient and Engaged, and Achieving and Aspiring.
6.	The report looks at each strategic priority in turn and comments on areas of development that are needed across the service to enhance our corporate parenting offer to our children and young people. It also highlights areas of development from our Ofsted focused visit.
7.	The report reviews the school year September 2021 to August 2022 and considers specific areas of focus for the forthcoming year to increase the impact of our corporate parenting on children looked after and care leavers. This is set in the context of the Destination 22 whole service strategic redesign of Children's Social Care and Early Help in the city and has, at its heart, stronger relationship-based practice with children and families at the centre and greater aspiration for children. This will include greater engagement of other directorates in the council and partners to increase the overall corporate parenting offer for our children, as launched in Love Our Children Week 2021. This launch included pledging a whole council ethos about corporate parenting.
RESOURCE IMPLICATIONS	
Capital/Revenue	
8.	The service budget allocated to children in care and care leavers placement and accommodation costs, fostering, adoption and all related workforce costs in 2022 / 23 was £28M.
Property/Other	
9.	None
LEGAL IMPLICATIONS	
Statutory power to undertake proposals in the report:	
9.	Children Act 2004
Other Legal Implications:	
10.	Equalities Act 2010

RISK MANAGEMENT IMPLICATIONS	
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11.	None
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POLICY FRAMEWORK IMPLICATIONS	
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12.	None
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KEY DECISION?	no
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WARDS/COMMUNITIES AFFECTED:	All
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SUPPORTING DOCUMENTATION

Appendices	
1.	Southampton Corporate Parenting Annual Report 2021 / 22
2.	Equality and Safety Impact Assessment
Documents In Members' Rooms	
1.	No
Equality Impact Assessment	
Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.	Yes
Data Protection Impact Assessment	
Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out.	No
Other Background Documents	
Other Background documents available for inspection at:	
Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
1.	NA

Southampton's Children
and Young People's
**Corporate Parenting
Annual Report
2021/22**

Making a difference to
children and their families
September 2022



southampton.gov.uk

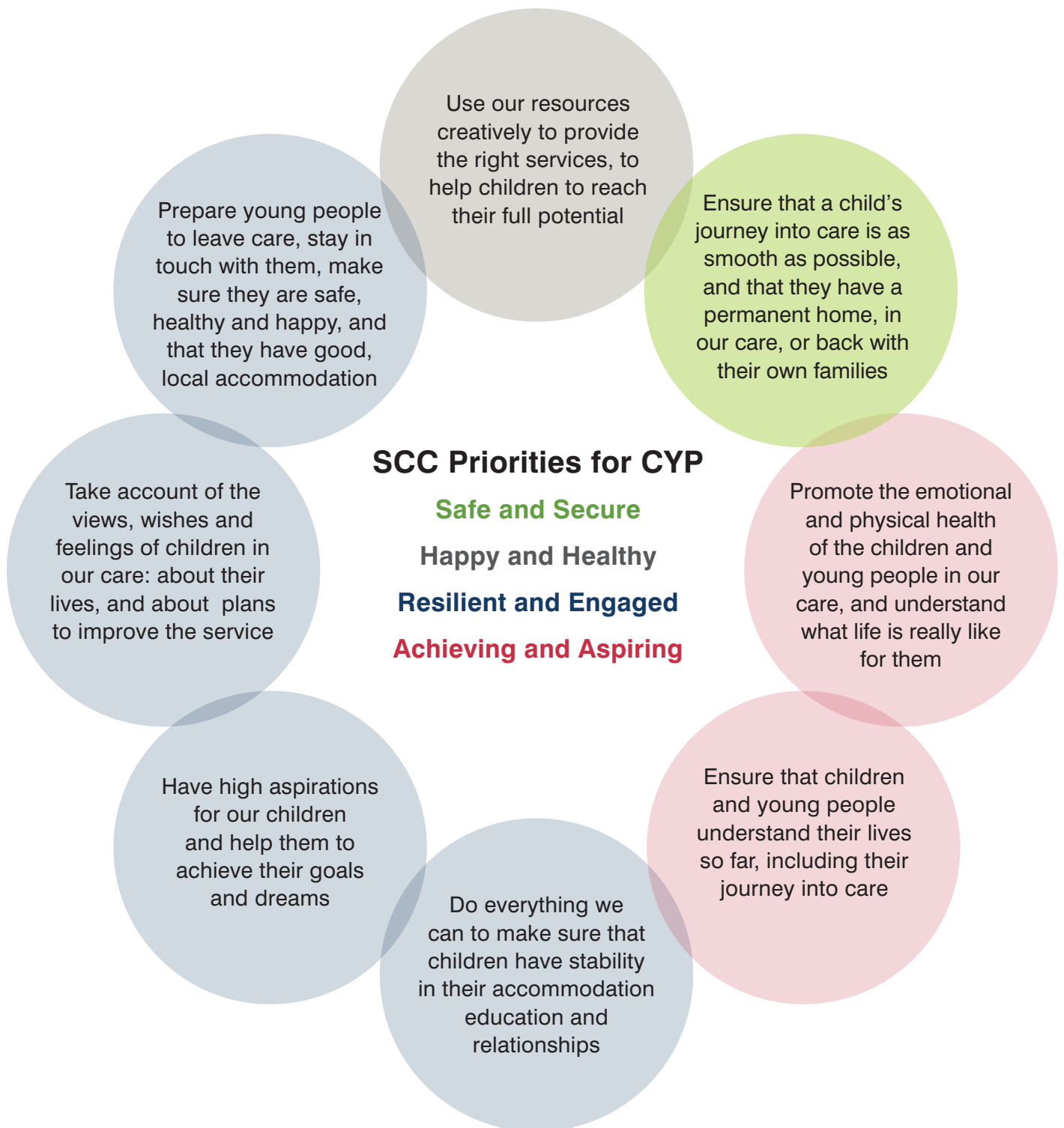


Children & Learning
Making a difference



Our vision

We want all children and young people in Southampton to get a good start in life, live safely, be healthy and happy and go on to have successful opportunities in adulthood.



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What corporate parenting means to us



Rob Henderson
Executive Director
Children & Learning



Cllr Darren Paffey
Cabinet Member for
Children & Learning

The concept of corporate parenting was formalised in the Children and Social Work Act 2017 to and accompanying statutory guidance, 'Applying Corporate Parenting Principles to Looked After Children and Care Leavers' February 2018.

It encompasses other legal responsibilities set out in the Children Act 1989, Children Act 2004, Leaving Care Act 2000 and Care Planning Regulations, outlining how local authorities and multi-agency partners must work together to safeguard and promote the wellbeing of children and young people in our care and those leaving care.

In essence, it is how the entire council, and our partner agencies, see themselves as the parents of Southampton's looked after children. This is to ensure that they have a better and safer experience in our care and that they aspire, achieve, and succeed as children and as adults in our community.

Elected members and senior leaders in Southampton carry out our corporate parenting duty through:

- Regular meetings between the Cabinet Member for Education and Children's Social Care and the Executive Director for Children's Learning and Wellbeing Service
- Scrutiny of reports at the Corporate Parenting Committee and Children and Families Scrutiny Panel
- Engaging with Representatives from Southampton Voices Unite (previously the Children in Care Council) at relevant meetings
- Supporting engagement events and using their influence to improve the lives of children in care and care leavers

This report outlines how well we have delivered on our eight corporate parenting principles that Southampton City Council has adopted throughout 2021/22 and outlines our plans for continual improvement as set out in the Corporate Parenting Strategy 2022 - 2027.

We invite challenge, scrutiny, and collective celebration of success, much as a family would.

Setting the scene

The Child's Journey

Listening to children and young people is at the heart of good care planning in Southampton and so, from the moment a child begins their journey through care, we promote:

1. **Consultation:** gathering children's or young people's views on a particular issue or question
2. **Participation:** children and young people joining in in decision-making
3. **Involvement:** where adults give children and young people opportunities and support to take part

We aim to use a strengths-based approach which builds upon and celebrates the success and achievements of the child.

Where there are concerns to be addressed, we think carefully about how these are explored with the child and ensure that we are solution-focused.

We consider how to gather and share information in a meaningful way that can contribute to children and young people's life story work.

Ultimately, we seek to put ourselves in that child's shoes and think, "**What is life like for this child right now?**" By understanding and giving a voice to lived experience, we gain the knowledge to develop our services to best serve young people.

Every child in our care has a Care Plan, which is established through multi-agency, parental and child contribution. It reflects the collective responsibility of the local authority and partner agencies (Education, Health, and others) to provide the best possible care for our children and young people.

Achieving **permanence** is at the heart of the child's Care Plan. Permanence gives a child a sense of security, continuity, commitment, and identity and ensures that they have a secure, stable and loving family to support them through childhood and beyond.

This has been a unique and challenging year, coming out of the Covid-19 pandemic, and collectively facing the impact on children, young people, parents, foster carers, providers, and local services for children.

During the year from September 2021 and August 2022 we have launched and begun to embed our Destination 22 transformation programme, with substantial changes across the service including the development of a 'through care' service for children in care and care leavers. The year has also seen a substantial improvement in the stability of the social care workforce in SCC, with a 90% permanent leadership and management team in place, and a hugely successful recruitment drive in January 2022.

At the time of writing the Executive Director, Deputy Director and all seven Heads of Service are permanent. We are pleased to be welcoming new Heads of Services for Pathways through Care and Resources in January 2023

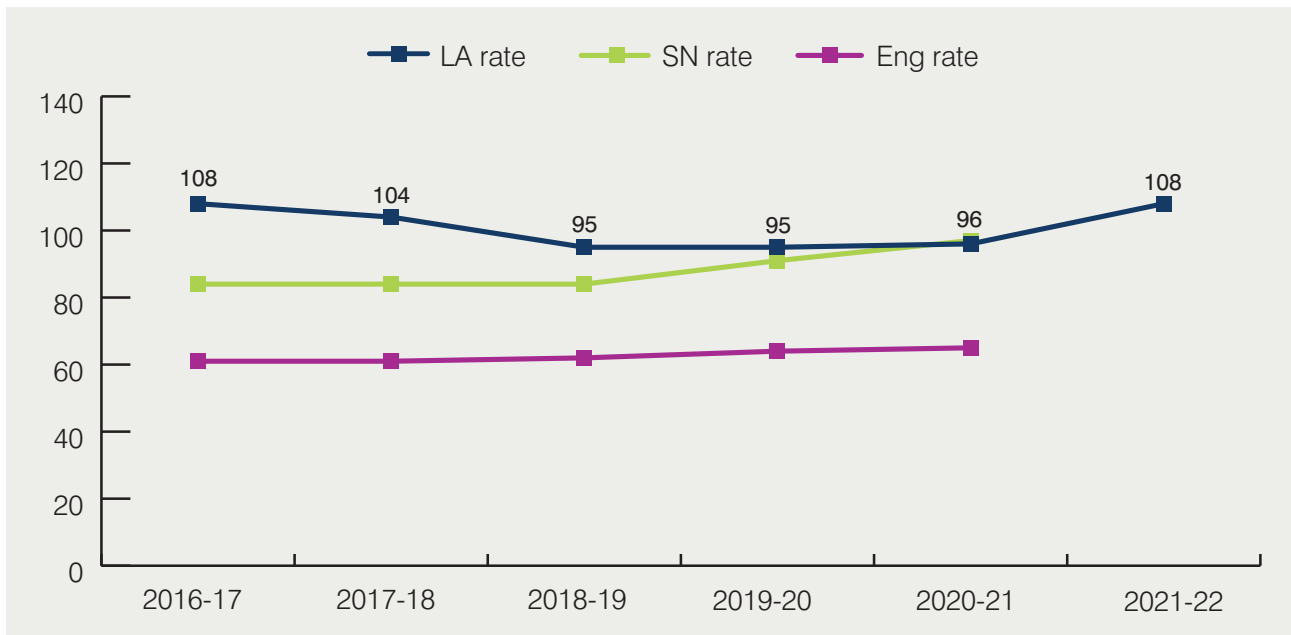
Between September 2021 and August 2022, 237 children came into the care of Southampton City Council (SCC) and 197 left our care. In this context, sufficiency of placements continues to be a significant challenge as we strive to recruit more in-house carers and source good quality registered residential provision. The number of looked after children in Southampton is slowly stabilising. Pre-proceedings and proceedings are falling, and there are green shoots in relation to the number of in-house own foster carers, as a result of a successful recruitment campaign.

The data in this report is a combination of financial year data and school year data, to enable us to scrutinise our performance against our statistical neighbours, but also to help our understanding of children's education progress.

Profile of children in care

On 1 September 2021 SCC cared for 509 children, rising to 552 on 1 September 2022. Based on Financial year data (April 2021 – March 2022), the rate of children in our care per 10k was 108, which is above statistical neighbours and England.

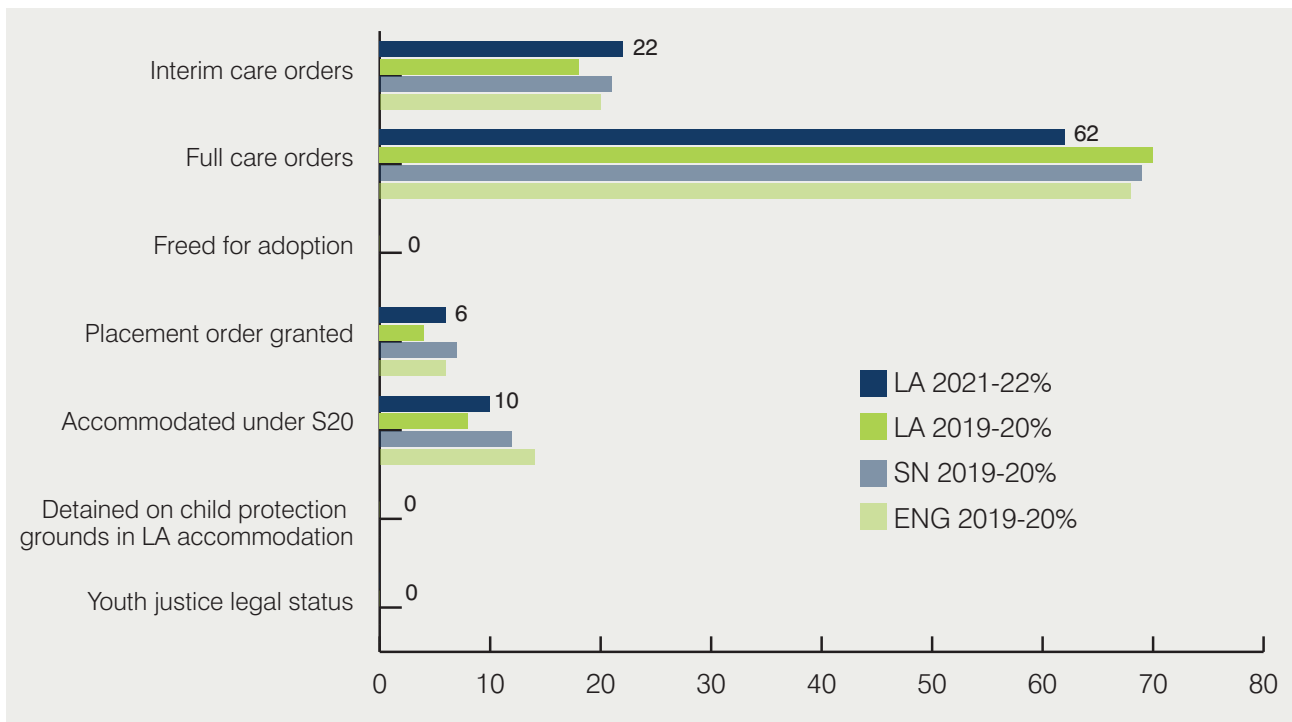
Children looked after at 31 March (rate per 10,000 population)



Children looked after by legal status in the financial year 2021-2022:

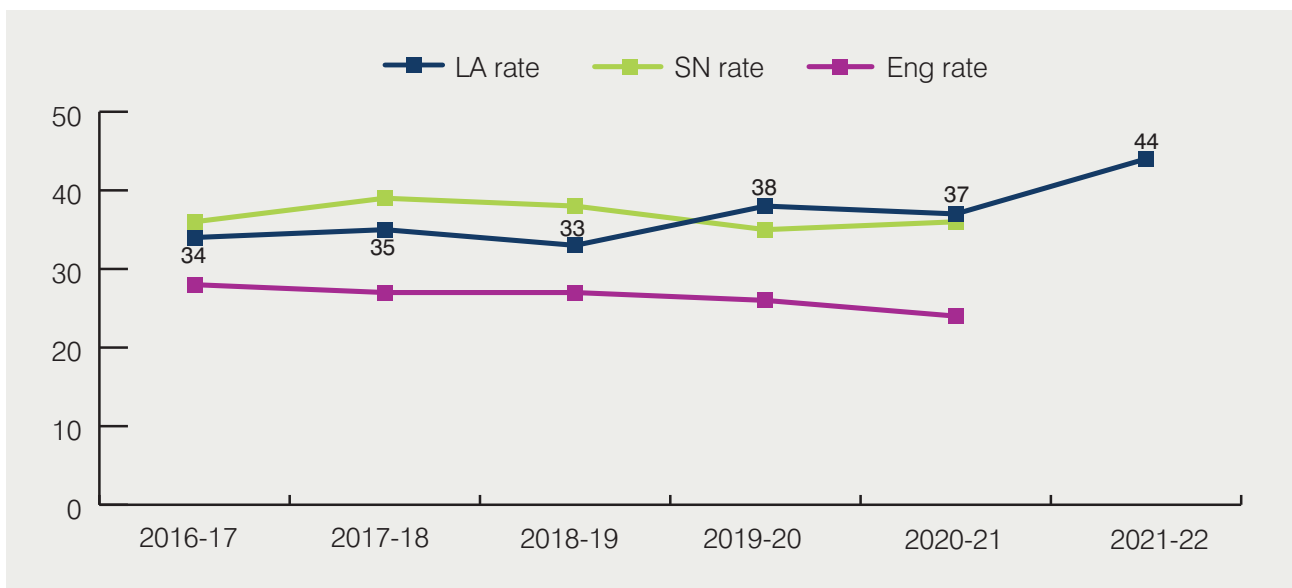
- 62% on full care orders
- 22% interim care orders
- 10% sec 20
- 6% (33 children) granted a placement order

Children looked after at 31 March by legal status (%)



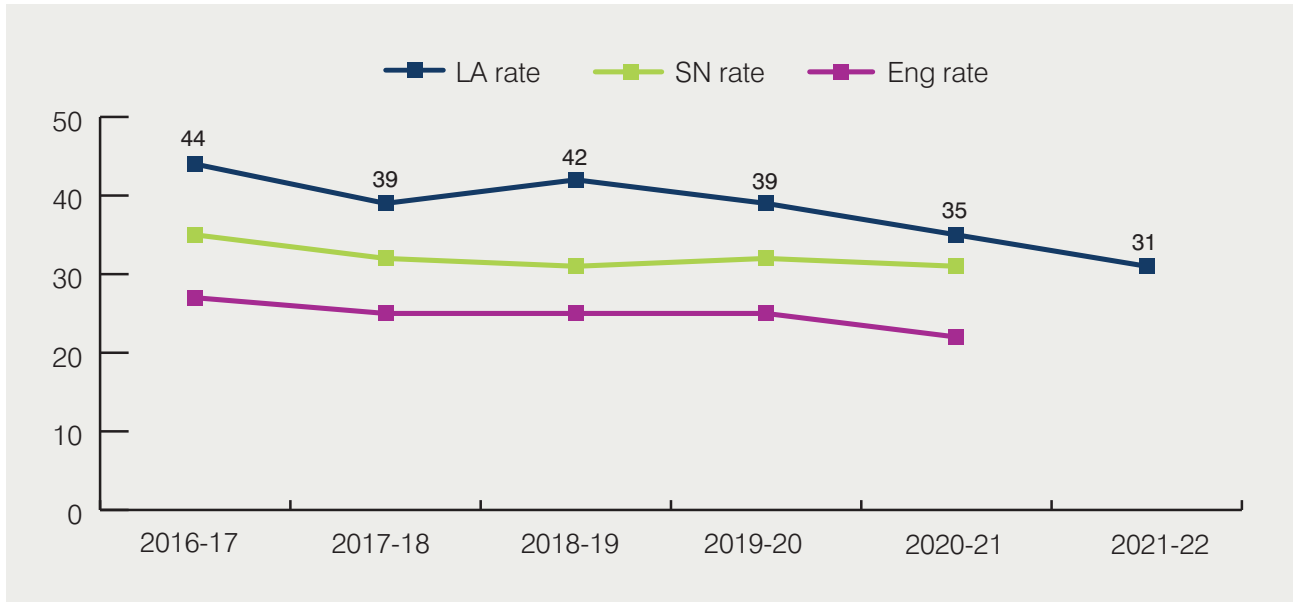
Children who started to be looked after in the year (rate per 10,000 population):

This is a higher rate per 10k of children compared to statistical neighbours, England, and previous years.

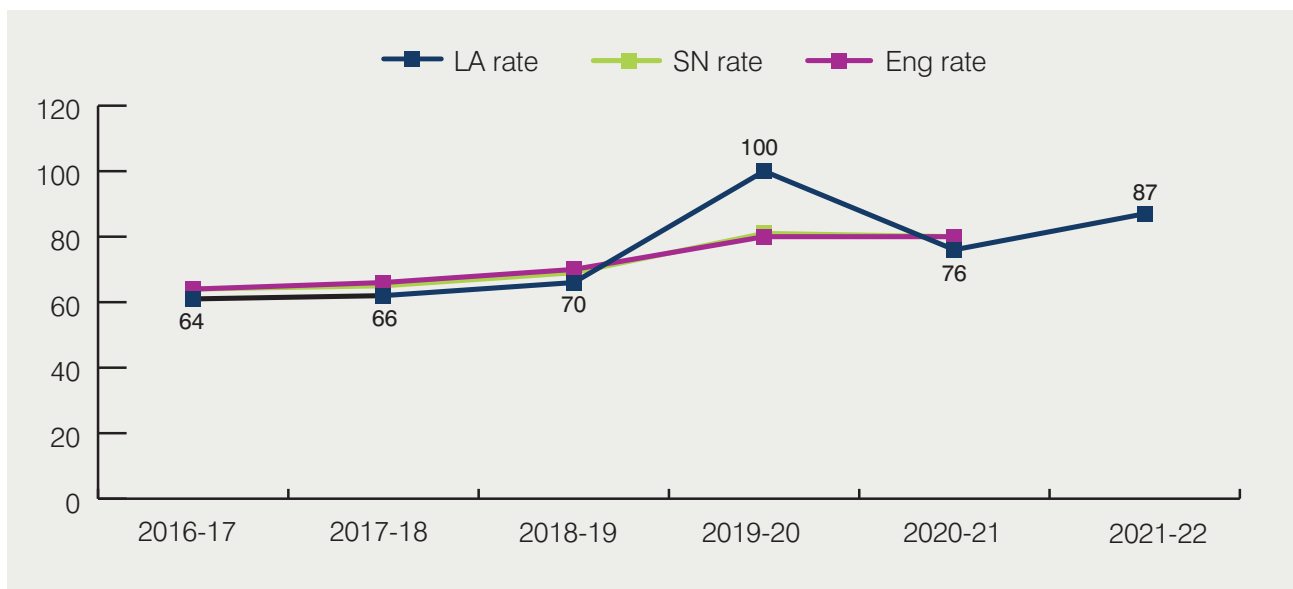


Children who ceased to be looked after in the year (rate per 10,000 population):

163 children (rate 31 per 10k) ceased to be looked after during 2021-22 slightly lower figure than in previous years and continuing a downward trend from previous years.

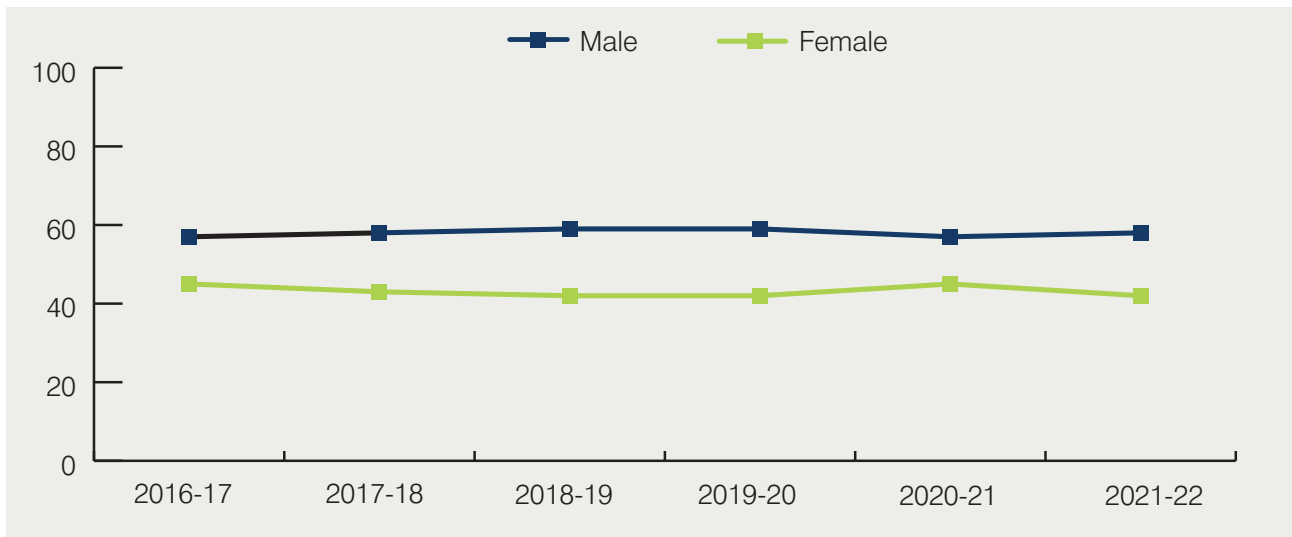


Leaving care 1: Children who ceased to be looked after aged 16-plus who remained in care until age 18 (%)



Children Looked After on 31st March 2022 by Gender: 57% of males and 43% of females. The percentage of children and young people in our care by gender remains relatively unchanged for the past four years. The following graph shows the proportion of children and young people in our care by gender. This is done by their gender identity at birth and not by how they may identify now or those who identify as non-binary.

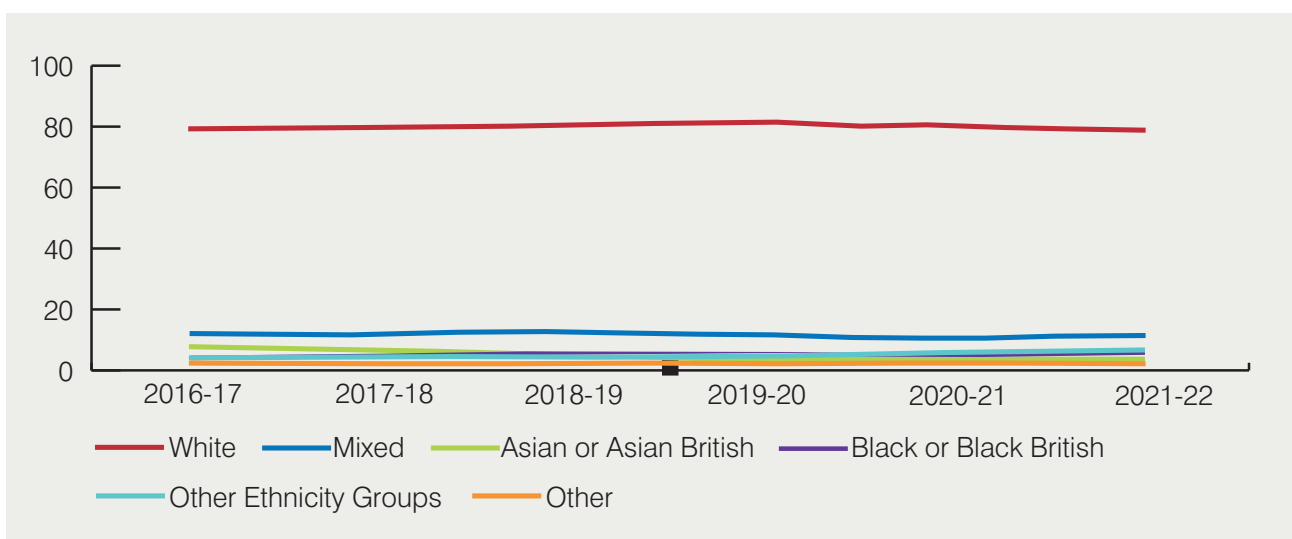
CLA at 31 March by Gender (%)



Children Looked after by Ethnicity:

- 79% White
- 10% Mixed heritage
- 5% Other ethnicity groups
- 3% Black or Black British
- 3% Asian or Asian British
- 1% Other

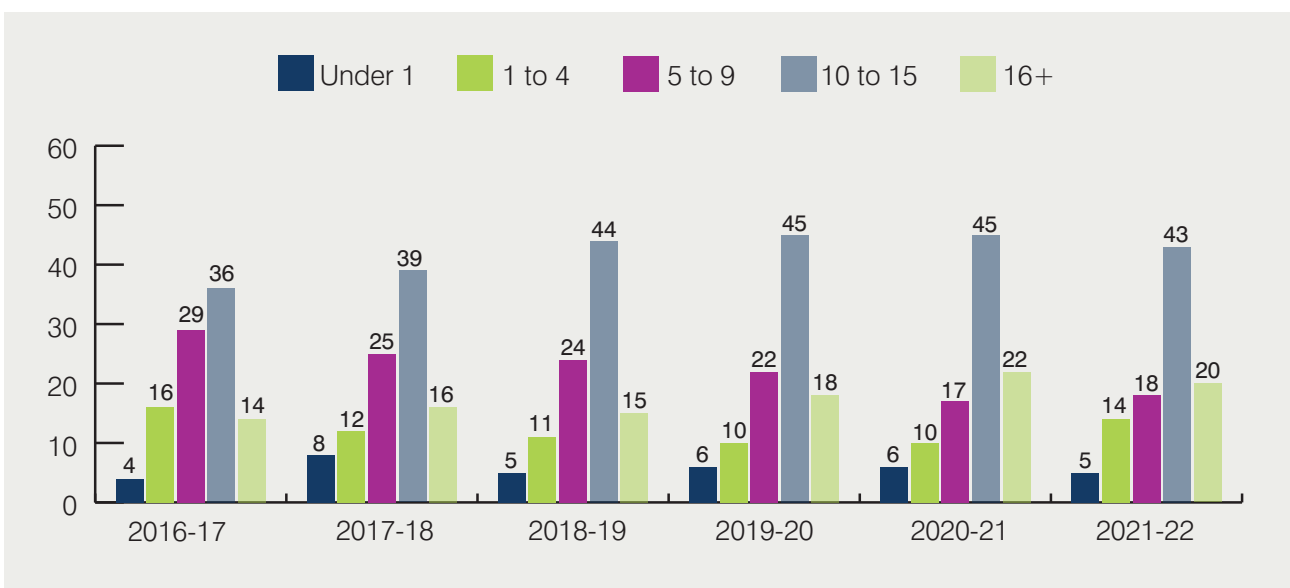
CLA at 31 March by Ethnicity (%)



Children looked After on 31st March 2022 by age:

- 43% ten to fifteen years old
- 20% Sixteen plus
- 18% five to nine years old
- 14% one to four years old
- 5% under one

CLA at 31 March by Age (%)



Keeping Children and Young People Safe and Secure

Smooth Transition into Care

Help me understand my journey into care

When children and young people come into our care it can be a daunting and confusing experience. It is important that they are prepared as well as possible, even when this is difficult due to family circumstances. The child's social worker should introduce them to their new carer, visit them again within a week to see how they are doing, and have clear plans for their immediate and future care.

Children are allocated an independent reviewing officer (IRO) who is responsible for obtaining their wishes and feelings and providing oversight, quality assurance, and scrutiny of the local authority's care plan. A looked after child review meeting is held within 18 working days of the child coming into our care. Wherever possible these meetings will involve the child or young person, their parents, carers, and other professionals such as teachers. These professionals are collectively responsible for providing wrap-around care and support for the child, ensuring their needs are met now and in the future. Following the meeting the IRO will write a personal letter to the child explaining what was discussed at their review meeting and what has been agreed, in a way they can easily understand.

The IRO is responsible for reviewing the care plan to ensure the child is in our care for the right reasons, there is clarity about whether they can return home to their family or another connected person, and what support is needed to explore all these options. They will meet with the child or young person, support them to attend and contribute to their review, and most importantly ensure.

In 2021-2022, a total of 1411 statutory Care Plan Reviews were facilitated, 94% of which were held within statutory timescales. This is a year-on-year improvement in our performance. In 2021-2022, a total of 81% of review records were recorded within statutory timescale. This was a slight decline in our performance from 2020/21 (85%).

93% of children receive a personal letter and/or report from the IRO following the Care Plan Review.

One of the key roles of the IRO is to resolve problems arising out of the care planning process. Where the IRO is not satisfied that care plans for a child or young person are proceeding as they should, they will challenge this through the agreed Case Resolution Process. The first step is informally with the social worker and their line manager. If necessary, a Case Resolution can be escalated to a senior manager in order to seek an appropriate outcome.

In 2021-22, a total of 180 Case Resolutions were raised. 52% of these were specifically raised due to an up-to-date and authorised Care Plan not being shared with the IRO prior to the review, leading to the review being adjourned. Due to careful scheduling, this has not adversely affected the timeliness of reviews overall.

The IRO service has been working with the Workforce Development Team to offer e-learning, face to face training, workshops, and a range of resources which provide guidance on the purpose of care planning and review.

Quality assurance clinics, led by the Deputy Director, were launched in October 2021. These clinics focus on performance and the underlying cases of declining or 'stuck' performance as well as celebrating improvements. The availability and reliability of performance data has historically been poor in SCC. This has steadily improved during the period of this report.

Although the workforce is stabilising, changes in social worker, worker sickness, and service changes have continued to make it difficult to bring about stability for children. The Lead IRO has worked

with the Workforce Development Team to develop training for social workers on child focused care planning and emphasising the voice of the child and their involvement in their care planning.

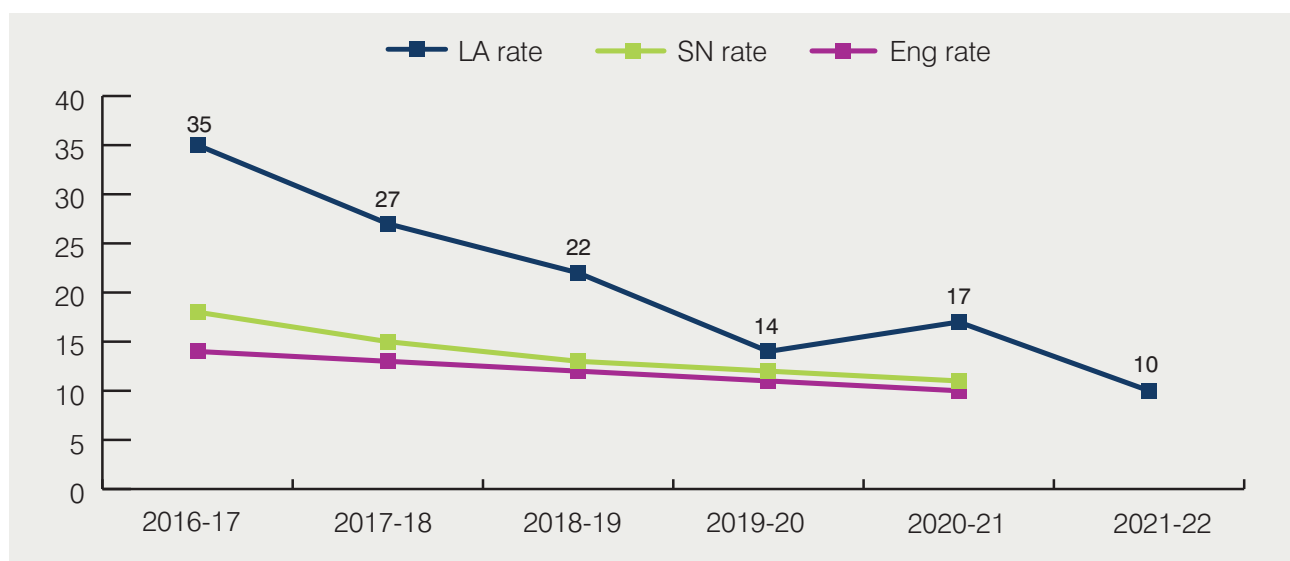
Further training for the workforce on the narrative and systemic models of social work practice is being developed with the aim to help social workers and managers understand how trauma affects children and the importance of helping them understand their history and why they are in our care has to their overall recovery.

Achieving permanence as soon as possible

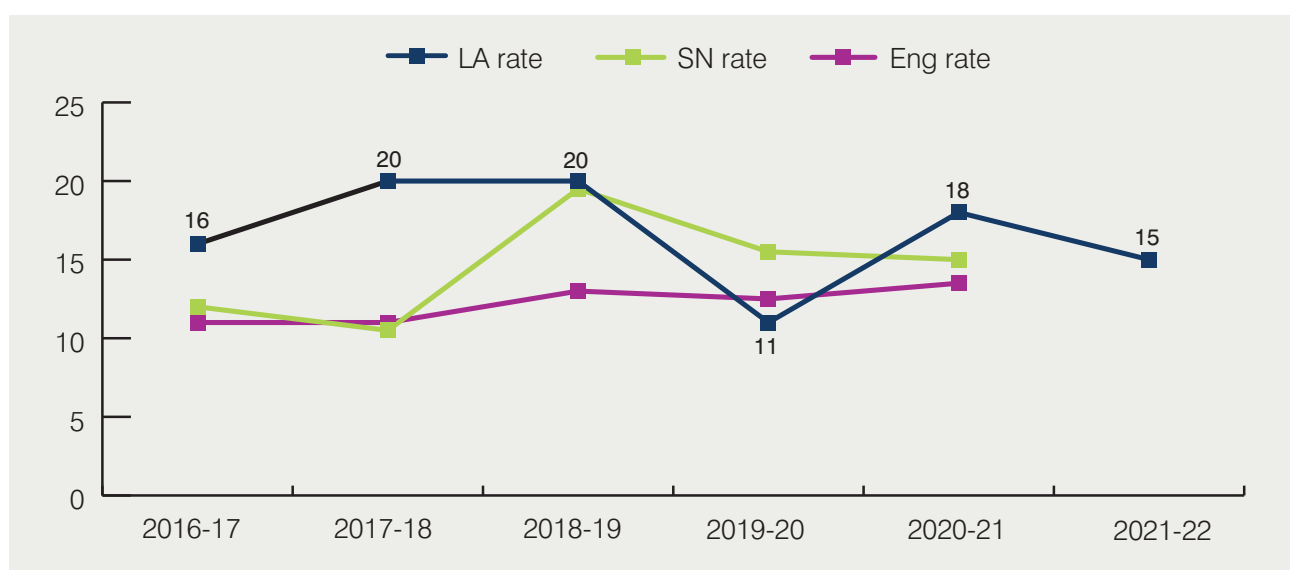
For some children and young people, permanence is achieved by remaining in our care. For others, permanence is achieved by being adopted into a new family, by another closely connected person obtaining a Special Guardianship Order (SGO), or by returning home to their parents when this is right for them.

The following tables shows how permanence was achieved for children and young people who have left our care.

Adoption 1: Children who ceased to be looked after in the year who were adopted (%)



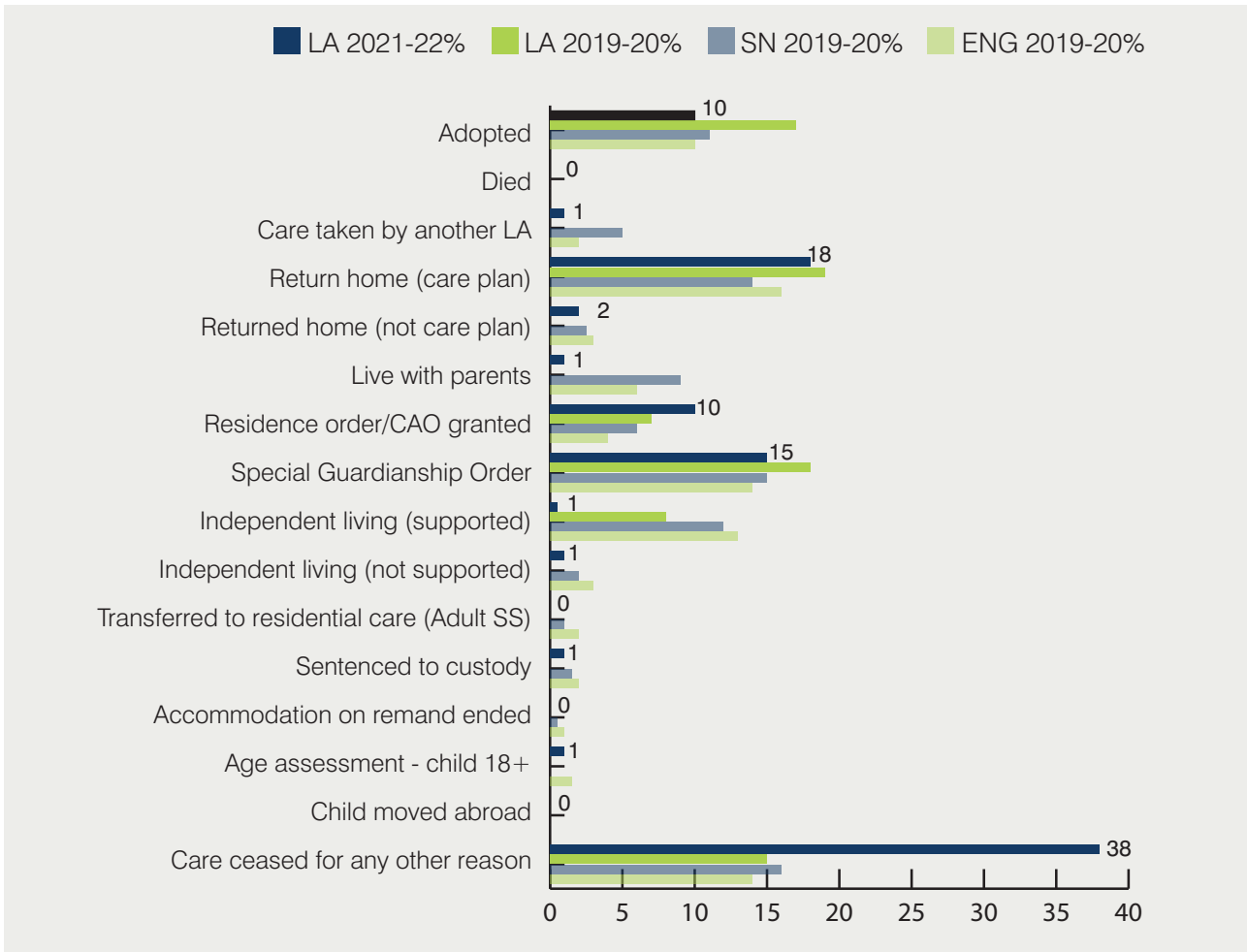
Adoption 2: Children who ceased to be looked after in the year due to a Special Guardianship Order (%)



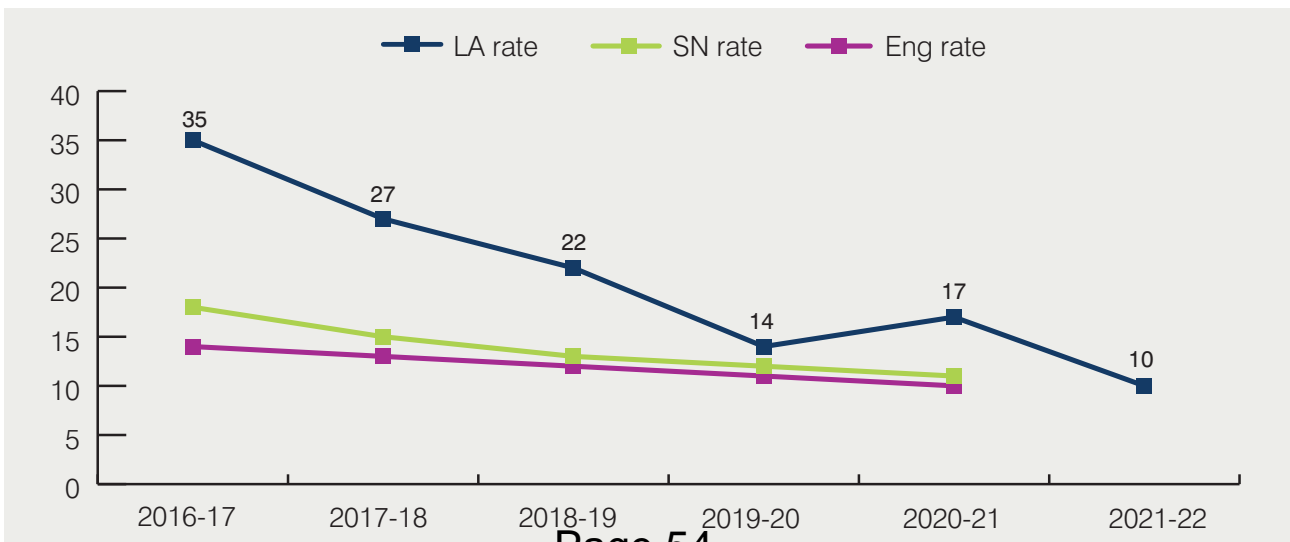
Stable accommodation and maintaining relationships

The following table shows a further breakdown of how many children we have found adoptive families for compared to our regional neighbours, statistical neighbours, and across the country:

Children who ceased to be looked after in the year by reason



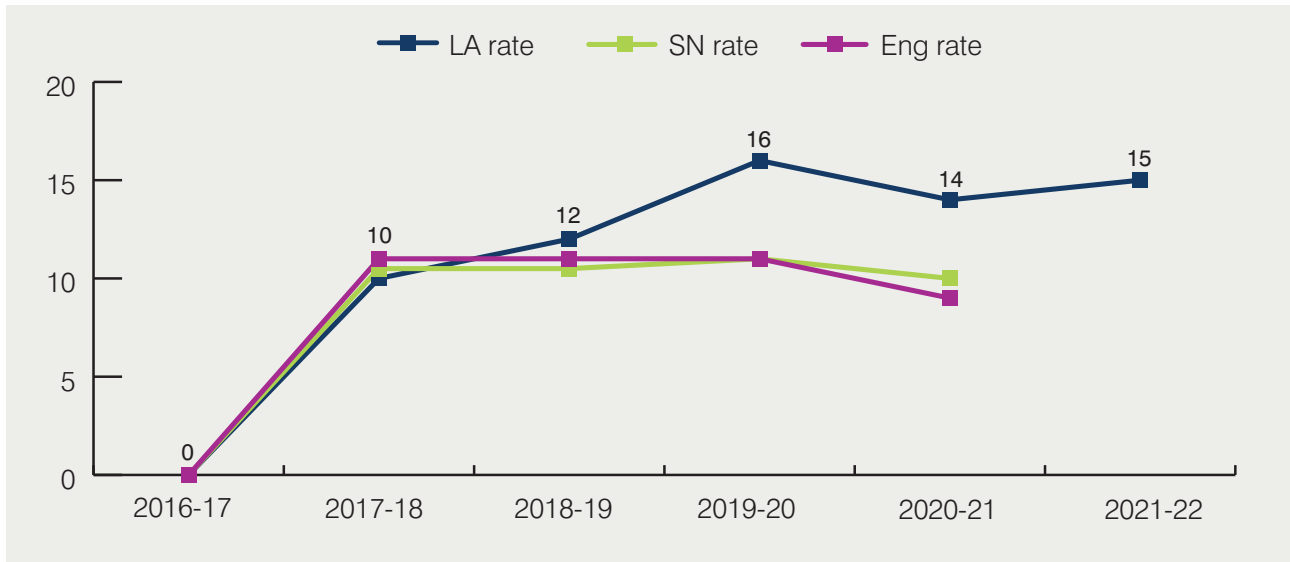
Adoption 1: Children who ceased to be looked after in the year who were adopted (%)



Placement Stability and distance from home

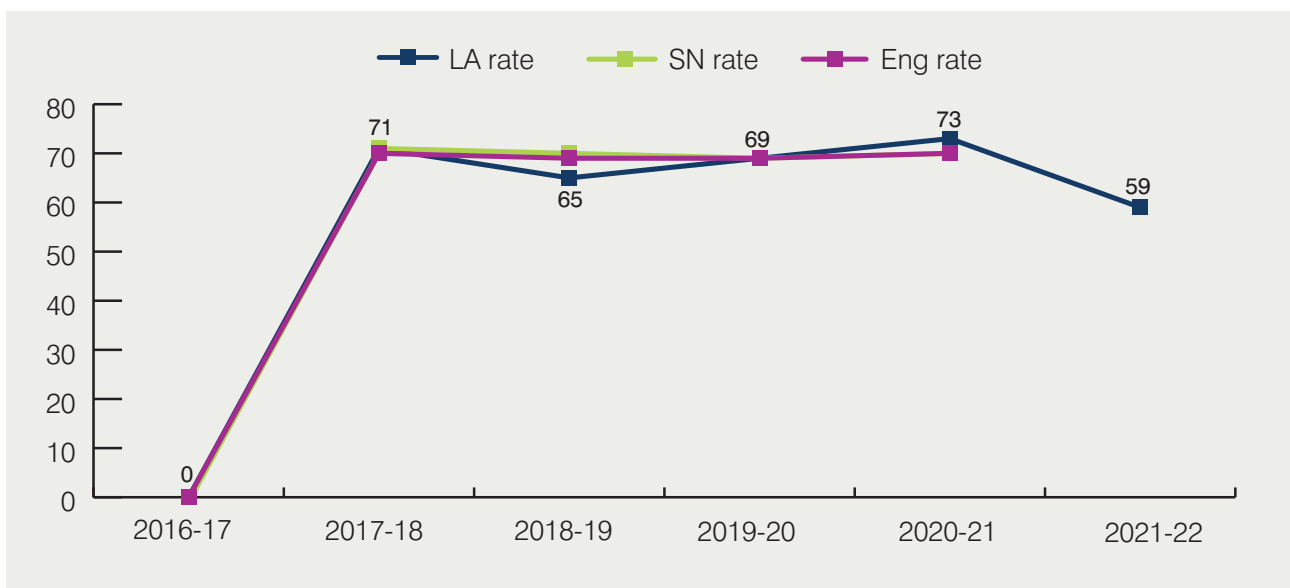
Short term placement stability has gone up 1% to 15% in comparison to previous year and second highest since 2017-2018. Nil return is reflective of data for this cohort of children not being collected and reported on in that year.

Placement 1: Children looked after with 3+ placements in 12 months (%)



Long term placement stability has dropped in 2021-22 to 59%, the lowest stability figure since 2017-2018. Nil return is reflective of data for this cohort of children not being collected and reported on in that year.

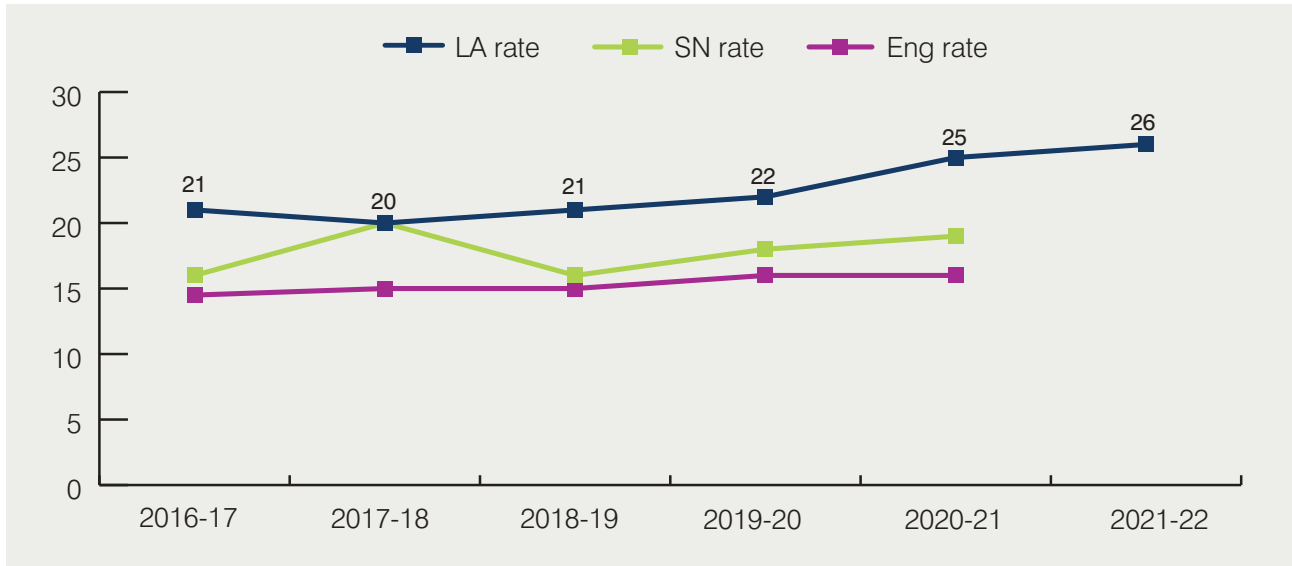
Placement 2: Children looked after for 2.5+ years in the same placement for 2+ years (%)



Placement distance

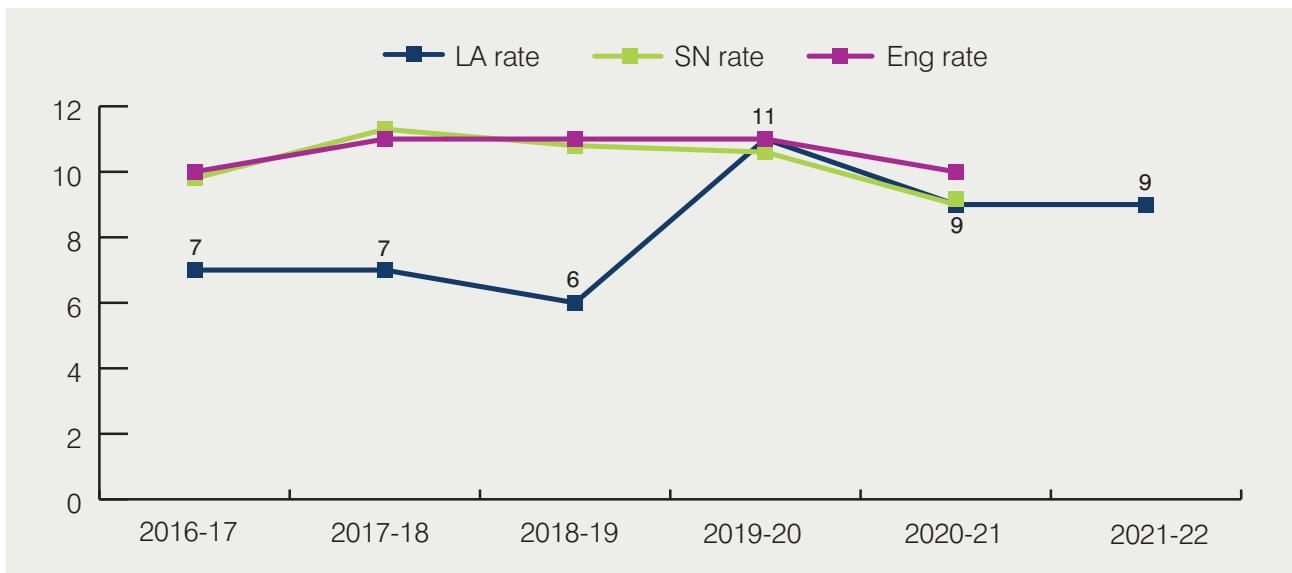
In 2021-22 quarter of our children in care were living 20 or more miles from home.

Placement 3: Children looked after placed out of borough and 20+ miles from home (%)



Children and young people who go missing from our care.

CLA with a missing incident in the year (%)



Our data shows that during 2020-21, 60 children and young people went missing during this reporting year. This is a reduction on the previous year, which is promising, however it is still showing an upward trend over previous years when compared to overall numbers of children and young people in our care during those same reporting years. We do know that some individual children and young people have many missing episodes during the year, whilst others have none or very few.

The Missing Exploited Trafficked (MET) Team co-ordinates the work with children and young people who are missing from our care, with other multi-agency professionals, to explore how we can reduce the incidences and risk factors for why they go missing. The MET shares information coordinates how to best work together to help keep our children and young people safer, and works closely with multi-agency colleagues to find ways to disrupt those who seek to abuse and exploit them sexually or criminally.

One thing that helps us get a better understanding from children and young people in our care as to why they go missing is offering each of them a return home interview (RHI). Depending on their circumstances this might be by a specialist worker from our Missing, Exploited and Trafficked (MET) Hub, an independent person from the National Youth Advocacy Service (NYAS), or their allocated social worker. We offer an interview to every child and on average over 80% of children take up this offer.

Our local response is strengthened by having specialist MET workers completing the majority of RHIs. This sets us apart from other local authorities in the region and contributes to us continuing to achieve high success rates for RHIs, ensuring children and their parent or carers experiences of missing episodes are analysed to inform further support, learning, and safety planning.

In March 2022 we launched our Young People's Service which, offering a more targeted response to the issues primarily affecting young people, notably contextual safeguarding issues. This is alongside locality teams offering support at an early help level and within social care, with a strong focus on minimising changes and numbers of professionals who work with young people and increasing joint working with police partners. With the development of the Young People Service, the MET Team now focuses on providing intensive support to those children at high risk of/experiencing exploitation, whether they are living at home or care experienced, and offers consultation to those professionals working with young people at lower levels of risk.

Since the end of Covid lockdowns, we have seen a gradual increase in the number of children being identified as at risk of exploitation, including those at high risk. This in part appears to be linked to increased awareness and focus from professionals on identifying and assessing exploitation risks, however it is also felt that there has been an overall increase in contextual safeguarding risks presenting in the community.

The MET team continues to deliver training to all Designated Safeguarding Leads from schools, early years settings and wider organisations, in order to promote their confidence and ability to identify concerns early and promptly and know how to respond to get the right support when it is needed. Last year we also supported the delivery of training to post-16 semi-independent accommodation providers in Southampton, in response to recognition that increasing young people, including some of our most vulnerable to missing/exploitation risks, are being accommodated in these types of provisions. We also assisted in facilitating a forum for these providers to discuss their responses to missing/exploited children.

The Philomena Protocol was launched in 2021 as a tool to help ensure care experienced children are appropriately reported missing where necessary, and also that their carers are taking all appropriate steps to try to locate them before reporting this to the Police. This encourages a response that does not just feel like a process to children and instead demonstrates true care and concern from those who look after them. The Philomena protocol is being utilised for Southampton children who have gone missing from care or who are at high risk of exploitation.

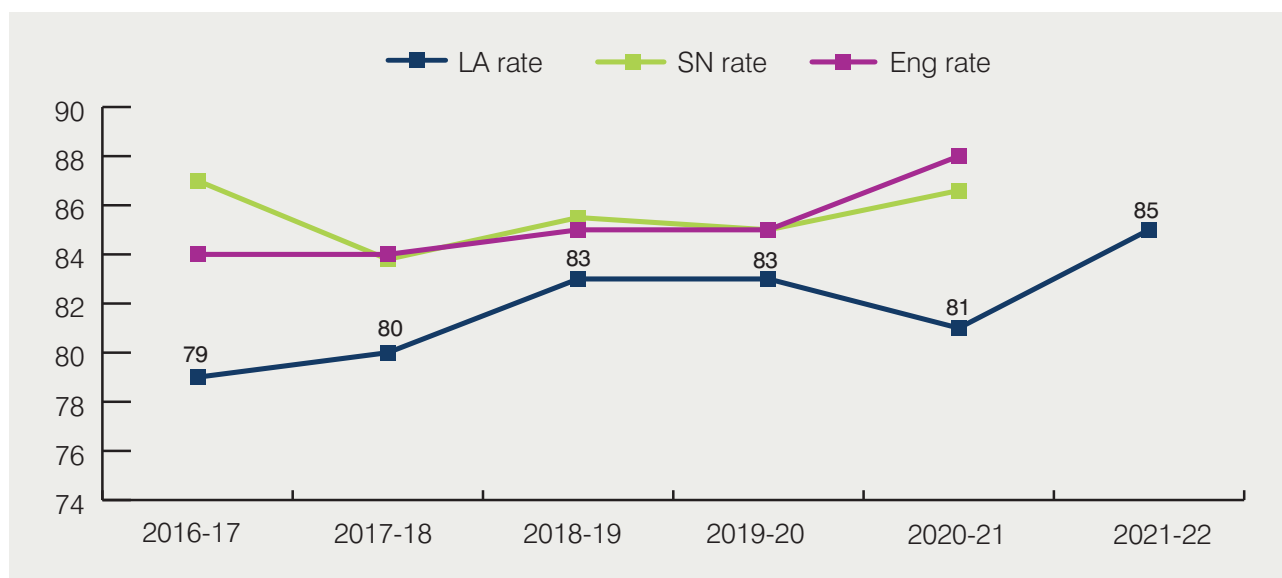
There has also been increased partnership engagement with our Hampshire Police Monument Team colleagues who work specifically to disrupt county lines drug networks: this has seen quicker identification of children at potential risk of harm within these contexts, and more effective joined up working to safeguard them.

Suitability of Accommodation for Care Leavers

Our data for 2020-21 shows that at year end the percentage of our care leavers who are in touch with the service and in suitable accommodation remains quite strong.

The following graph shows the percentages of care leavers who were in touch and in suitable accommodation each quarter. The slightly lower levels of contact in the second half of the past year have affected the numbers in suitable accommodation. During Covid 19, we did not always have face-to-face contact with young people in their accommodation and thus we could not evaluate its suitability for them. (Note: these submissions may vary from internal data, due to checks and data cleansing activities prior to and during the statutory annual data collections).

Leaving care 3: Care leavers aged 19-21 who are in suitable accommodation



The weekly multi-agency housing panel is chaired by the Homelessness Manager, with regular attendance by the Pathways Through Care service. The panel has been extended but needs to be reviewed further in 2023, in the context of a need to ensure that all care leavers are supported to live in the right accommodation for them. This includes, for most, a decreasing tariff of support and increasing opportunities for independence.

Placing a care leaver in bed and breakfast accommodation is always a last resort, when absolutely all other options have been considered and found not to be viable. When this is deemed necessary, their personal advisor completes a risk assessment to be signed off by operational manager and the Deputy Director. The period of unsuitable accommodation is kept to the absolute minimum. The young person is presented to the subsequent housing panel for consideration.

There remains an agreement with the Local Authority Housing Dept that up to 10 of our care leavers each year, who are specifically assessed to ensure they meet set age and tenancy readiness criteria, can be supported to achieve their own permanent tenancies in local authority housing. This housing is much sought after and young people who have achieved their own tenancies through this route have to date successfully retained them thereafter. The minimum age for a care leaver to be eligible for their own tenancy has been lowered from 21 to 18. The young person's readiness is more relevant than their age.

In the focused visit in 2021 Ofsted found there was a need for more robust senior management oversight of children and young people in care placed in unregistered settings. This related to a small but nonetheless significant cohort of our children who had been placed in unregistered settings due to challenges in identifying registered settings for them. For a small number of children their living arrangements (e.g. placement with parents) were not assessed in a timely way. There was insufficient rigour and oversight in our contact with some of these children.

A very small number of children under the age of 18 who require care have been placed in unregistered children's homes in the year 2021-2022. In addition to this a number of young people aged 16/17 who require support and accommodation are placed in unregulated settings. All new unregistered placements must be agreed by the Deputy Director and all children and young people in unregistered/unregulated setting are regularly reviewed at an 'exceptional arrangements' panel, chaired by Head of Service.

There are clear expectations regarding regular visiting and additional quality assurance oversight.



Happy and Healthy

Promote the emotional and physical health and wellbeing of the children and young people in our care

The NHS Hampshire, Southampton, and Isle of Wight Clinical Commissioning Group (CCG) and Solent NHS Trust have provided an update on their efforts to provide for the health and wellbeing of children and young people in our care. Over the past year they have achieved the following:

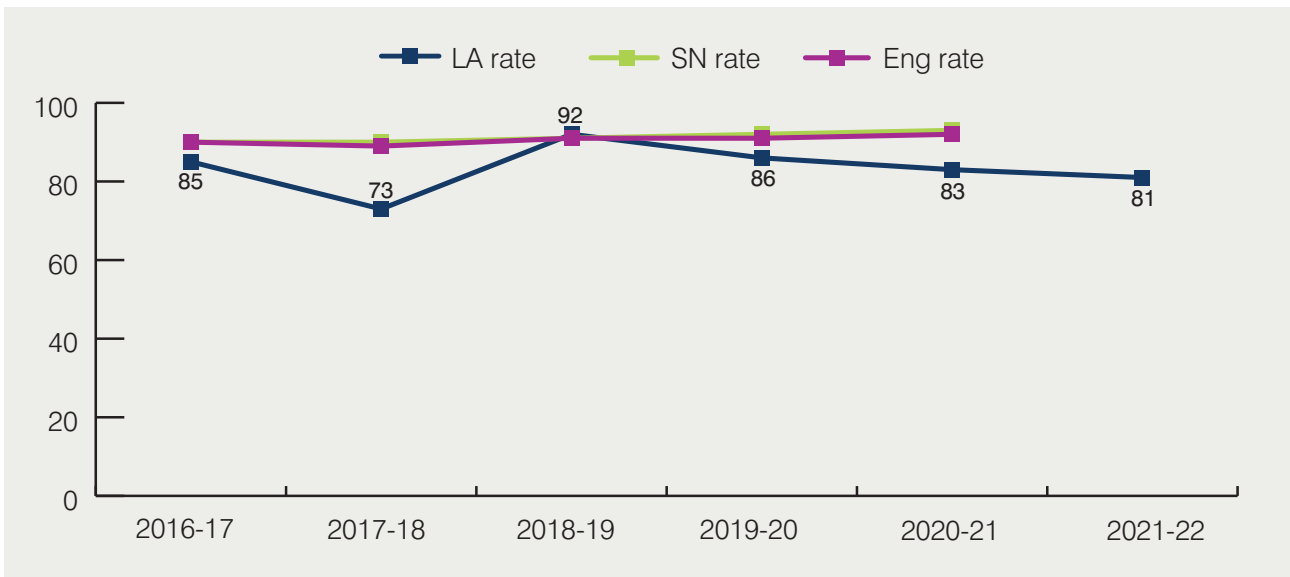
- Health assessments for children and young people in care have been prioritised by Solent NHS Trust Looked After Children's Health Team throughout the Covid-19 pandemic and new ways of working have been utilised, including regular meetings with a named manager in the safeguarding service, to track children who are new into care.
- Online strengths and difficulties questionnaires (SDQs) have been completed maintaining contact with and oversight of children placed out of area and improving multi-agency involvement to help promote the emotional and mental wellbeing of children and young people in care.
- Working with community dental teams to improve dental care services for children and young people coming into care during and post Covid-19 who have acute dental needs. This has included providing a mobile dental service.
- Community paediatric medical services are working with the child protection medical services to pilot a new electronic system that identifies children and young people who are in care or supported through a child protection plan.
- Continuing to encourage foster carer medical examinations to take place by the named GP for safeguarding where it is not possible to have this by their local GP practice during Covid.
- Undertaking auditing work with local authority partners and CAMHS to explore the access, quality, needs, and areas of improvement relating to the emotional health and wellbeing of children and young people in care.
- The named doctor for safeguarding has attended a national workshop for Unaccompanied Asylum-Seeking Children with a view to improve health service provision for them.
- A decliner pathway with Solent NHS Trust has been approved which clarifies how health providers will seek the consent of those with parental responsibility to provide health assessments and treatment in the best interest of a child where they decline to give their own consent.
- When any child comes into our care, they should have an initial health assessment within 20 working days. Thereafter, children under five will have a further review every six months and older children will be reviewed annually. Our performance in achieving the 20-day timescale is poor, but tracking of these children is substantially better, with most delays kept to a minimum.



The following table shows how many of these assessments have been completed and within timescale:

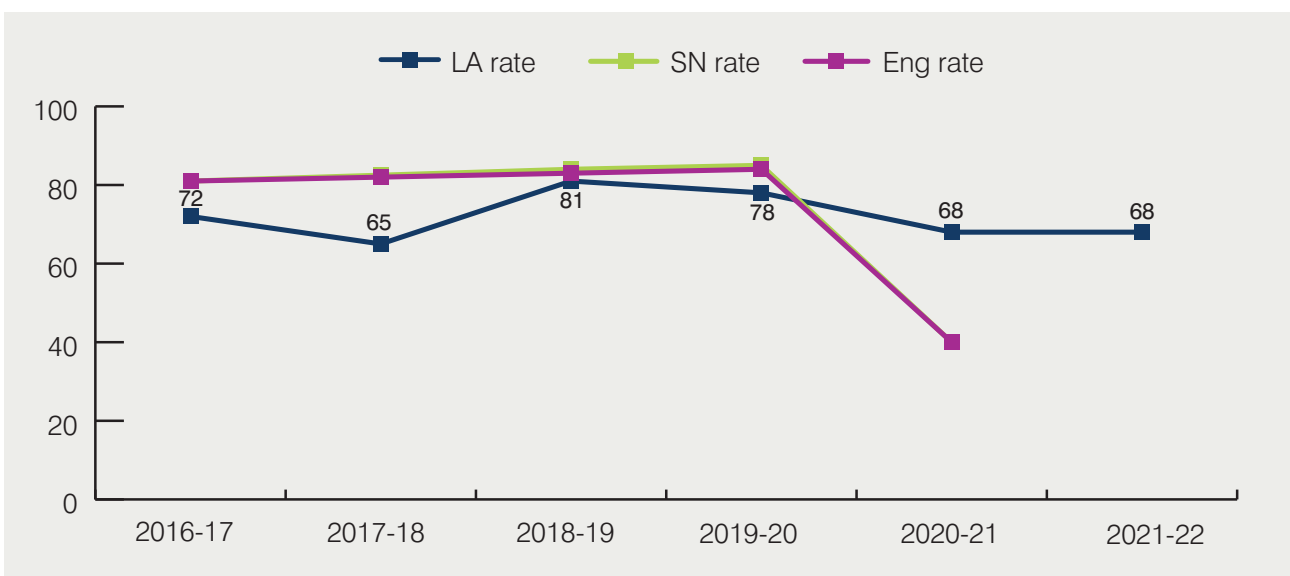
- Health assessments of children in our care
- CLA who had their annual health assessment
- A drop from last three previous years and below statistical neighbours and England

CLA who had their annual health assessment (%)



Dental checks

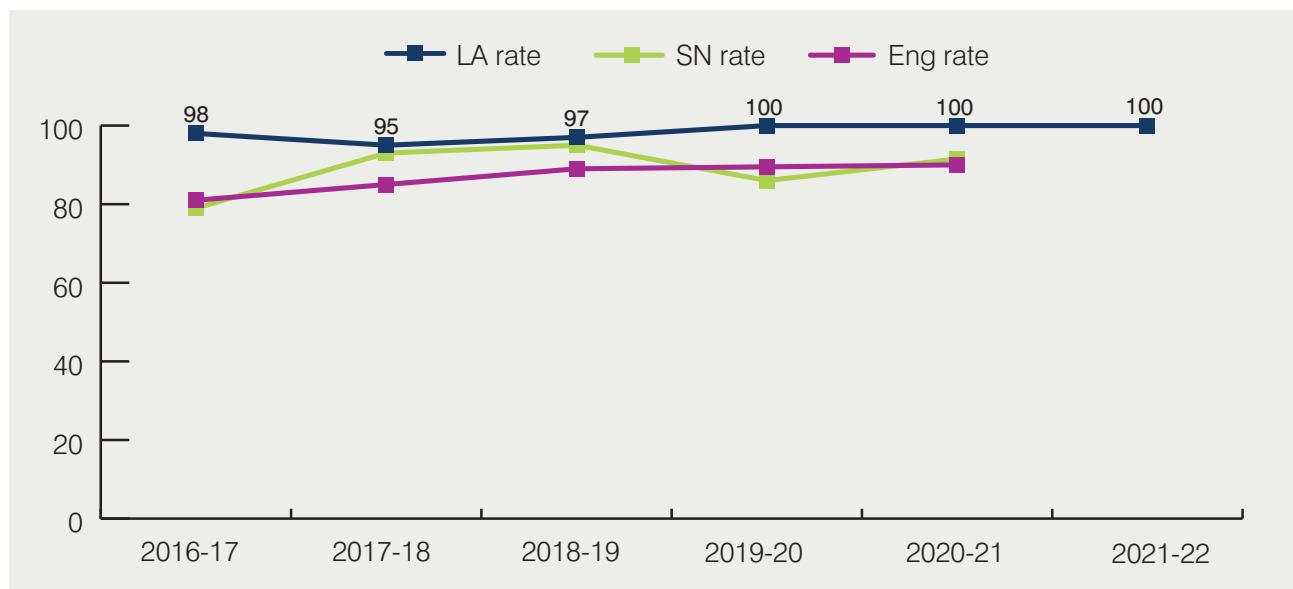
CLA who had their teeth checked by a dentist (%)



CLA under 5 with developmental assessments

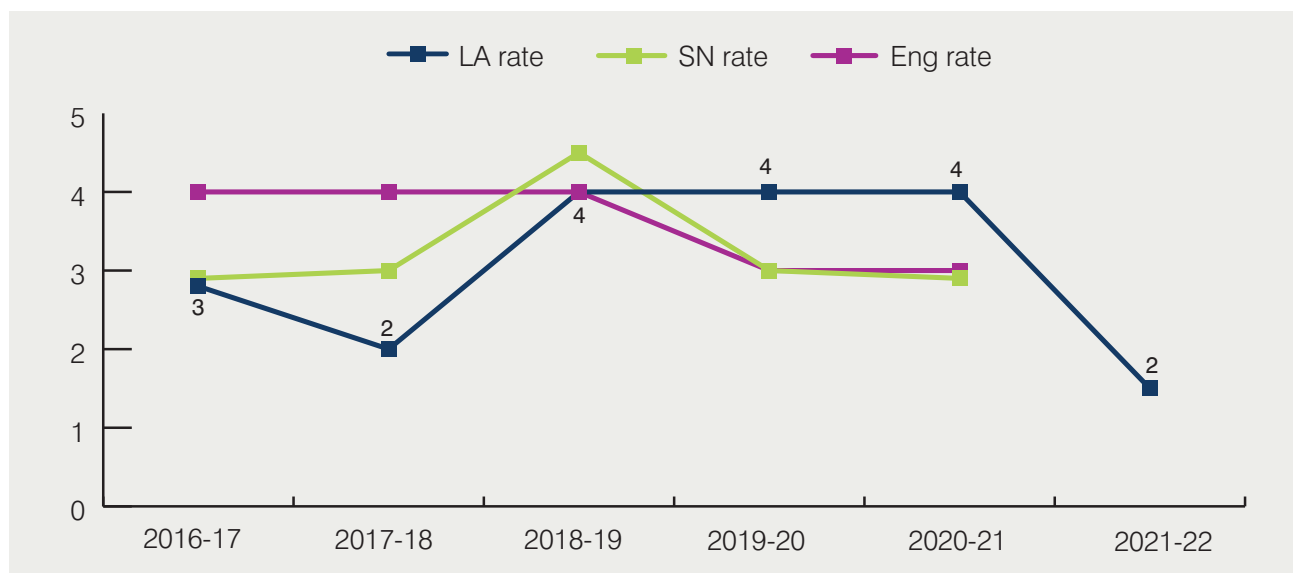
We continue with 100% performance with developmental assessments for under 5s, above statistical neighbours and England.

CLA aged 5 and under whose development assessments were up to date (%)



Substance misuse

CLA identified as having a substance misuse problem during the year (%)



The Covid-19 pandemic has caused unprecedented challenges for the NHS and partner agencies. Despite this, Solent NHS Trust has prioritised health services for children and young people in care. Face to face assessments and care have continued wherever possible, but challenges remained for children and young people placed in other local authority areas. In some areas NHS services have been reassigned to frontline services adding to the challenge.

There has been a significant increase in Children Looked After since April 2021 with the numbers increasing from 494 to 572 in July 2022. The numbers remain high at 554 in September 2022. The KPI reporting data reflects the challenges that this has created with only 23% of Initial Health Assessments (IHAs) being completed in timescales from April 2021 to April 2022. The three main areas of challenge in relation to IHAs being completed within timescales are:

- Delays in all relevant information, including consent, being provided to Solent by Children's Services
- Children placed out of area
- Solent Children Looked After team capacity
- UASC, where the child is technically in our care before arriving in Southampton

A joint system review workshops between Health/SCC/CCG was held in April 2022. This led to the implementation of a joint working strategy between SCC, CCG and Health was developed to address the challenges and improve performance. A new referral process for IHAs was developed and implemented which requires SCC to complete and submit the referral for an IHA (Part A) within 72 hours from when a child becomes looked after.

A number of steps have been taken by SCC in response to the challenges:

- A Service Lead has taken the lead role on IHAs
- The new Pathways into care process has been shared with the workforce (comms, individual team meetings, whole service meetings) alongside mandatory training for all practitioners working with children
- The new process has been included in the induction programme of all new starters
- Flowchart demonstrating tasks to be completed when a child first becomes looked after including the IHA process

- Better communication and liaison between Health, CCG and Social Care including weekly meetings to track IHAs – any challenges for specific children are being discussed in this forum and joint solutions identified
- Development of an IHA tracker
- Implementation of a new internal system whereby the Team Standards Coordinators (TSC) are being notified of any new child who enters care; the TSC will complete the PART A with the information already available on Care Director on the same day and send it to the social worker – this provides additional admin support to the social workers
- A Part A Director form is under development.
- Part A will be translated into different languages, important for consent purposes.
- The joint working and the steps listed above have started to make a difference in improving performance on IHAs. This is evidenced by the September Hotspot Report on Health Assessments (IHAs and RHAs) with 38% of children having had their IHA within timescales (August performance being 0%) and 100% on RHAs (this remained the same as the previous month). Whilst 38% is significantly low KPI, this is much improved from the previous month and the work in place will continue to drive this with the aim being to achieve 90% on IHAs by the end of the year.

Many children and young people enter our care without having complete immunisation histories.

This is identified at their initial health assessment, and these are followed up and provided where necessary. Our target of 90% of children and young people in care having immunisations done is reached, which is higher than our statistical neighbours.

At every health assessment dental care is always discussed and where children and young people in care need a referral for a local dentist this information will be provided to them. Covid-19 has posed challenges as most dentists are only providing urgent dental care and assessments. The private dental sector has resumed assessments and treatment; however, the costs are often prohibitive. This has been raised with the corporate parenting board and the Chair has agreed to write to central government to raise this issue.

Sexual health is discussed where appropriate in health assessments and referrals to additional services are made where required. The looked after health team have all received sexual exploitation training to help risk assessments in line with Barnardo's 'Spotting the Signs' tool. Where risk factors are identified these are

discussed with the young person before a referral is made to their social worker and the sexual health outreach team.

For unaccompanied asylum-seeking children (UASC) there have been additional challenges due to the higher numbers coming into Southampton's care. This is because of accepting more from neighbouring authorities who have reached capacity. Solent NHS Trust have developed a specialist pack and revised operating procedures to help improve our health provision for these children and young people. This has resulted in improvements in identifying their age, physical health, immunisation status (currently 83% up from 69%), and BCG scars (currently 83% up from 50%). Further improvement has been identified going forward in blood infection screenings, recording BMI and infectious diseases, consent, drug use, emotional support, and PTSD symptoms and referrals.



Resilient and Engaged

Listen to our views, wishes and feelings and understand what life is like for me

Participation and Engagement of Children, Young People and Care Leavers

Access to Advocacy and Independent Visiting

Throughout 201-22, the IRO Service has consulted with children and young people and the Participation Officer about the Care Plan Review consultation forms to ensure that the questions are relevant to them and understood. Also, The Lead IRO periodically attends a meeting with Southampton Voices Unite to gain their feedback on their experiences of participating in Reviews.

Southampton commissions the National Youth Advocacy Service (NYAS) to provide advocacy and independent visiting services to children and young people in its care. Through their needs based and person-centred approach, NYAS helps support and enable them to express their views on what they would like to see happen and to have someone else keep in touch with them on how life is for them.

The IRO Service leads on liaison with NYAS, attending quarterly commissioning meetings,

regularly liaising with NYAS regarding the promotion of advocacy, and promoting advocacy at the time of the Care Plan Review. At the same time, the IRO service sends out information about advocacy to all children (aged 4 and over) at the point of the 2nd Care Plan Review.

The annual target of 80-100 referrals for an advocate was not achieved in 2021-22. In the future, the ownership and promotion of advocacy will extend beyond the IRO Service and be across the whole service teams, including schools. An 'advocacy ambassador' in each team is planned for 2022-23. This model is used positively in adult services. This will be alongside an 'opt out' service when a child first comes into care, helping to ensure that every child of school age is fully aware of their right to an advocate. This will require system which can automatically generate, and follow up on, any referrals to NYAS.

In 2021-22, there were 27 new referrals for children and young People requiring matching with an Independent Visitor. The intention over the coming year is to match children and young people with the 51 contracted Independent Visitors.

Achieving and Aspiring

Have high aspirations, goals, and dreams

Preparing me for leaving care, becoming an adult, keeping in touch and have stable housing

Pathway Planning

The Pathways Through Care team should undertake a pathway needs assessment at age 15 years and nine months for each of our children who will remain in our care and therefore become a care leaver. It is expected that all children should have a pathway plan in place by the age of 16 years and three months, setting out the future life plan for the young person as they approach and move into adulthood. This includes where they plan to live, what their education and training goals are, the jobs and careers they would like to have, and how their health, safety, and wellbeing will be supported. We are also working on implementing a further needs assessment at age 20 years and nine months to help our care leavers to re-evaluate their life goals and decide whether they would still like to receive our support until they reach 25 years old.

A high percentage of pathway plans are completed in a timely way with 96% completed within timescale. The pathway plans are written to our young people in accessible language that responds to their individual goals and needs, and each are quality assured by the manager of the personal advisor of the young person. Further work is needed to ensure that these pathway plans are always completed at the right time and that young people are fully engaged.

Ofsted, and our own QA processes, have highlighted that we need to improve the means and frequency of our contact with some of our care leavers, and that some of our young people had not had sufficient face-to-face support and oversight. This meant we were unable to be assured of their emotional health and

ability to support them maintaining education, employment, and training. This is an area we are actively working hard to rectify with an expectation that face-to-face contact with our care leavers is the norm unless they make clear their wish to not have this. Where this is the case, we want them to have the clear message we are always here for them as and when they are ready to meet with us.

Use resources to help achieve my potential in life

Savings for our Children's Futures

As good corporate parents we recognise the importance of helping support our children and young people learn the importance of savings and managing their money. We also know how important it is for us to save for their future so they can establish themselves as independent adults and have money to spend on things that can help them obtain the necessary things to achieve and succeed in life.

Some carers of our children and young people have not been good at consistently putting savings away for them. The principle is that we will save at least £5 per week for each child who is in our care for longer than a year. This will be administered centrally within the council and added annually to their Junior Savings ISA accounts, which a young person can access when they turn 18 years old. We are working with our externally commissioned carers to ensure that savings can be taken at source for our children from fees paid to providers so that we can be confident that from next year we are managing this effectively at source. We have a revised savings policy to ensure that we have a consistent means of putting away savings and providing pocket money for our children and young people.

We are still in the process of tracking down some young people's previous savings.

My education, training and employment

Every local authority must have designated head teacher of a virtual school who has overall

responsibility for promoting the educational achievement of children and young people in the care of the local authority. The following is a summary of the education achievement for children and young people in our care provided by the virtual head teacher, Maria Anderson.

The Virtual School action plan for academic year 2021-2022 had the following objectives

- Support transition, the welcome back plan, and the recovery curriculum post COVID19
- Establish a virtual school advisory service for children who have ever had a social worker
- Secure Attainment and Progress
- Raise Attendance
- Inclusion: Reduce Exclusions and Monitoring of Provision
- Participation
- Post-16 Transition and Progress
- Targeted Groups of Children
- SEND Support
- Training and Professional Development

Virtual School Overview of the Academic Year 2019-2020

Summary

- Early Years Foundation Stage Good level of Development is better than national looked after children.
- Phonics screen, Year 1 working at standard is above national looked after children.
- KS1 attainment, is on an upward trajectory in Writing and Maths.
- KS2 average attainment is better than national looked after children.
- At KS4 we have seen the following increases:
 - o 11.2% increase in 9-5 English measure
 - o 15.8% increase in 9-4 English measure
 - o 10.9% increase in 9-5 Maths measure
 - o 10.4% increase in 9-4 English measure
 - o 6.9% increase in 9-5 English and Maths measure
 - o 12.6% increase in 9-4 English and Maths measure

	2014		2015		2016		2017		2018		2019		2020		2021		2022	
% Expected	LA	Nat	LA	Nat	LA	Nat	LA	Nat	LA	Nat	LA	Nat	LA	Nat	LA	Nat	LA	Nat
KS1 Reading	80	71	85	71	50	50	40	51	57	51	47	52	44	N/A	50	N/A	40	55
KS1 Writing	80	61	75	63	42	37	40	39	52	42	47	43	25	N/A	42	N/A	50	66
KS1 Maths	93	72	85	73	46	46	35	46	52	49	53	49	40	N/A	46	N/A	50	56

	2014		2015		2016		2017		2018		2019		2020		2021		2022	
% Expected	LA	Nat	LA	Nat	LA	Nat	LA	Nat	LA	Nat	LA	Nat	LA	Nat	LA	Nat	LA	Nat
KS2: RWM	38	48	47	52	24	25	35	32	39	35	32	37	42	N/A	44	N/A	33.3	32

2017	2017		2018		2019		2020		2021		2022	
Measure	LA	Nat	LA	Nat	LA	Nat	LA	Nat	LA	Nat	LA	Nat
% 9-5 English	8.0	16.0	5.6	16.0	16.7	16.0	12.2	(16.0)	11.8	(16.0)	24.0	TBC
% 9-4 English	12.0	27.0	13.9	26.0	33.3	27.0	24.4	(27.0)	29.4	(27.0)	44.0	TBC
% 9-5 Maths	4.0	11.0	2.8	12.0	10.0	11.0	9.8	(11.0)	5.9	(11.0)	16.0	TBC
% 9-4 Maths	12.0	23.0	16.7	24.0	20.0	24.0	17.1	(24.0)	26.5	(24.0)	36.0	TBC
% 9-4 (E&M)	4.0	17.0	5.6	17.0	16.7	18.0	12.2	(18.0)	14.7	(18.0)	28.0	TBC
% 9-5 (E&M)			5.6	8.0	6.7	7.0	4.9	(7.0)	5.9	(7.0)	12.0	TBC

Measure	Results	Additional Info
KS1 Attainment	46.7% on/above target	5.0 % have an EHCP
KS2 Attainment	33.3% on/above target	20.6% have an EHCP
KS4 Attainment	As above	22.7% have an EHCP
Education Attendance (under 16s)	91.5% in school 96.0% in education	In education reflects lessons done virtually or at home
School Exclusions (under 16s)	10.3% average	2% increase on previous year
Not in Employment, Education or Training (under 18s)	43%	increase on previous year

Education, health and care plans (EHCP) are for children and young people who have additional learning needs and require additional support to help them meet their full learning potential.

The virtual school head teacher has responsibility and accountability for making sure that there are effective arrangements in place for allocating pupil premium plus funding to benefit our children. The funding is £2410 per pupil, of which £800 is dedicated to the Virtual School service with the remainder paid termly, in arrears, to schools to support children and young people in care.

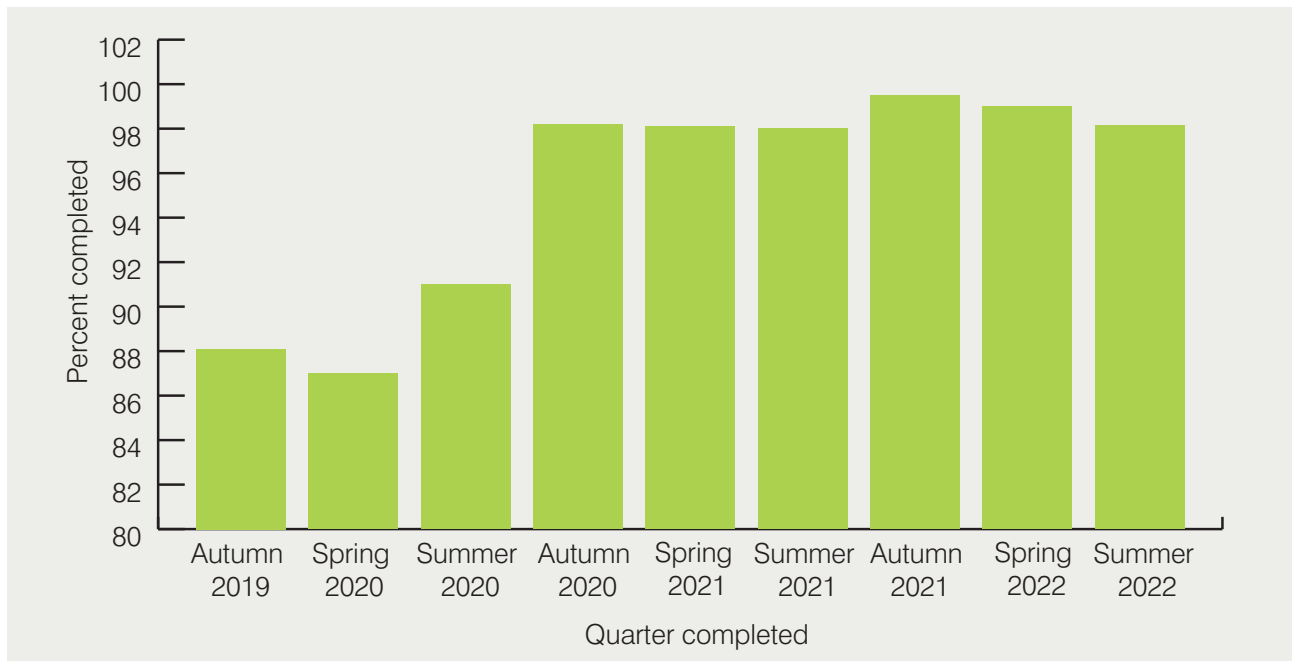
The grant must be managed by the virtual school and used to improve outcomes and “diminish the difference” as identified in the child’s personal education plan in consultation with the designated teacher for the school. How funding is to be spent is discussed during the child’s PEP meeting and must be used efficiently and effectively. Due to the global pandemic, discretion was given to schools to use their allocations more broadly and allocations were allowed to be carried over.

- A PEP tracker is in place with oversight from the VSH and DHT to weekly dip sample PP+ spend.
- Social care team managers and IROs will be updated monthly with any concerns related to inappropriate PP+ use.
- Designated teachers will be contacted individually by the VS and Head teachers will be contacted to confirm that pupil premium plus will be withheld if PEPs are not completed. This will also be communicated in the autumn term mailing sent to all designated teachers.
- Additional recovery funding has been passported to schools in line with conditions of grant: Recovery premium funding - GOV.UK (www.gov.uk).
- Additional tutoring support has been put in place identified children and young people through VS specific funding: School-led tutoring for looked-after children: guidance for local authorities and virtual school heads - GOV.UK (www.gov.uk).

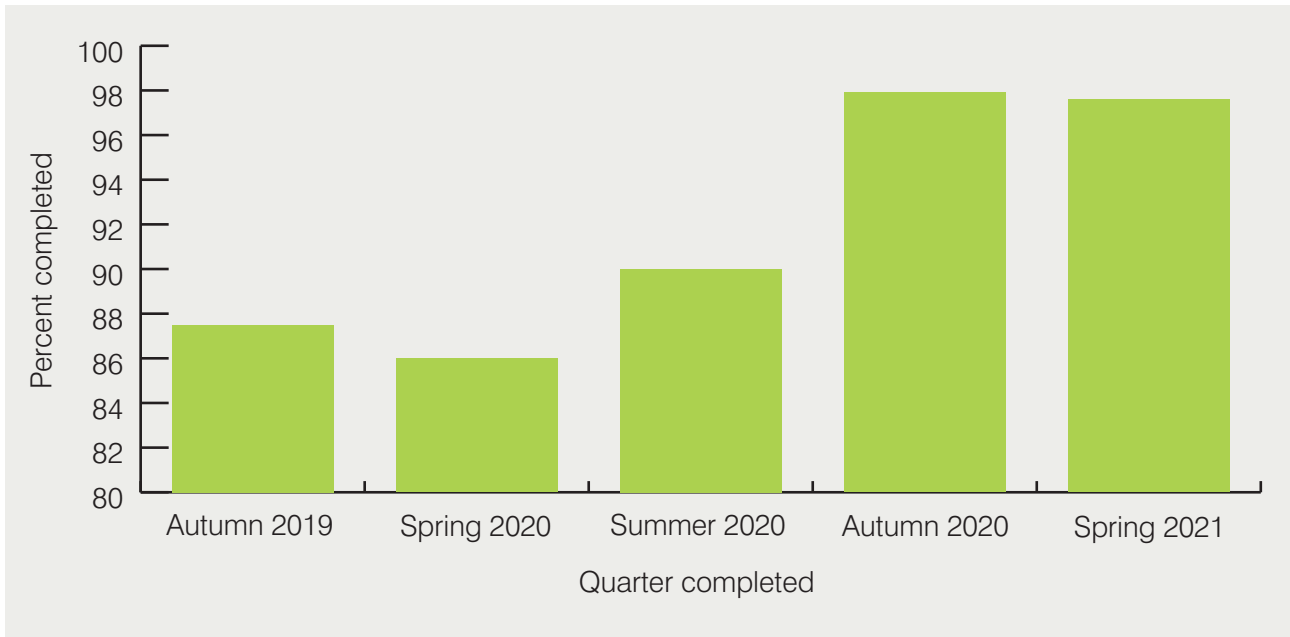
Personal Education Plans (PEPs)

Personal education plans are mandatory and written three times a year, produced collaboratively between the child's social worker, schoolteachers, foster carers, and the virtual school. PEPs are the core means by which all these professionals work together to develop a plan that reviews the child's education progress, identifies what their ongoing learning, mental and emotional wellbeing needs are, develops plans for how they will be supported in all aspects of their learning, and sets clear targets so we know when we are making a difference.

Electronic personal education plans were introduced in September 2017 and have been revised based on feedback from children, young people, and professionals. Full training on completing PEPs continues to be provided through the virtual school to carers and professionals. Any school requesting additional support will have a bespoke offer tailored to their needs. The virtual school also has a personal education plan tracker to ensure timely completion of PEPs and to regularly review and rate their quality. The following table shows how this has contributed to our improvement in completing personal education plans for our children and young people.

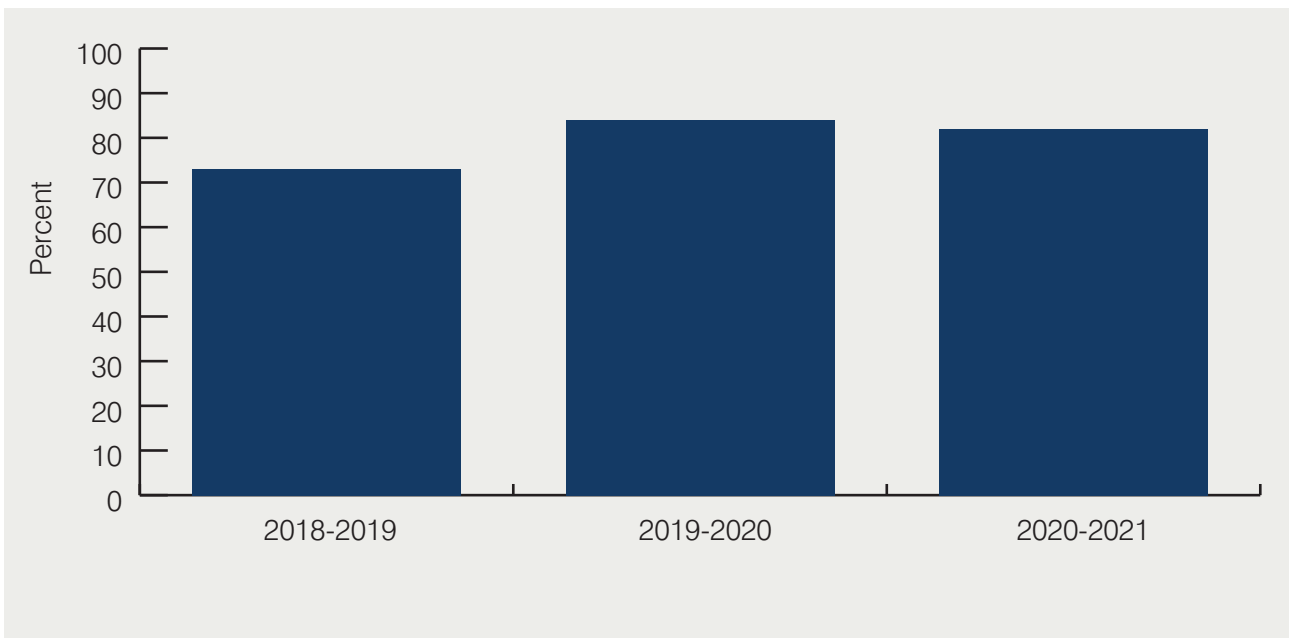


Personal education plans completed



The following table shows how the quality of personal education plans have been graded by the virtual school:

Personal education plans rated good or better



Education, employment, and training (EET) for care leavers

Figures for financial year 2021-2022 show that 44% of our care leavers were in education, employment, or training (EET). That is a 8% increase compared to 2020-2021 and 1% increase from 2019-20 when the value was 43%. The highest value since 2016-2017 being 45% in 2018-2019.

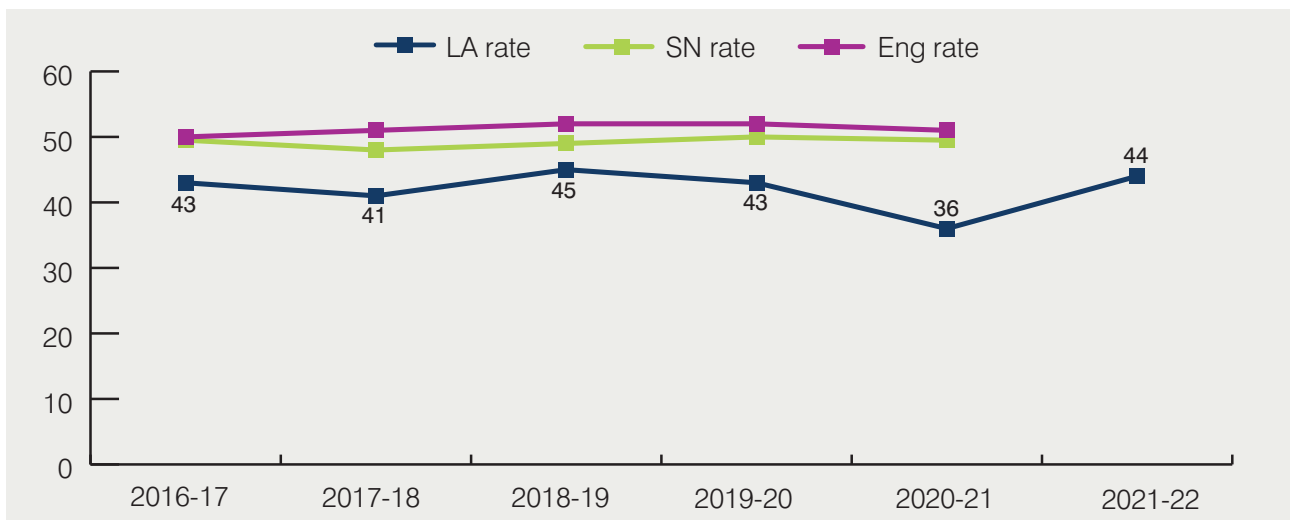
5% of care leavers were in higher education compared to 4% in 2020-2021 and 0% in 2019-2020.

There is a significant number of our care leavers who are not in education, employment, or training (NEET) due to officially being too unwell to be available for work. The majority of this illness relates to their emotional/mental health, which appears to be a contributing factor to care leavers being NEET. The Destination 22 strategy seeks to address this with the proposed addition of emotional wellbeing support workers in the pathway teams.

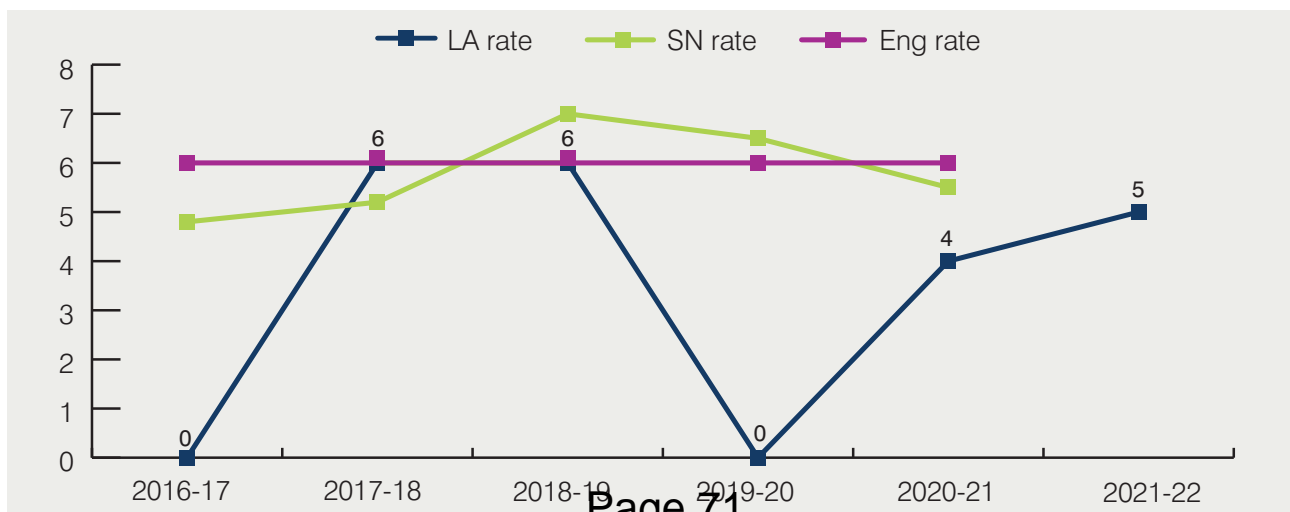
We have worked collaboratively with education colleagues to produce a not in education, employment or training prevention plan, to refocus attention on preventing young people aged 14 and older from becoming NEET. This is a change of emphasis from the current arrangements which have been to try to support our young people who are already NEET back into meaningful education, employment or training opportunities.

Southampton's performance for EET is shown below, together with our regional and statistical neighbours and the country:

Leaving care 2: Care leavers aged 19-21 who are in Education, Employment or Training (%)



Leaving care 4: Care leavers aged 19-21 who are in Higher Education (%)



Nil return for 2016-2017 is due to data not being available for that year and in 2019-2020 nil care leavers were recorded as having accessed higher education.

We continue to underperform in our numbers of care leavers who are in employment, education, or training on a national, regional, and statistical neighbour level. This is an area of improvement also recognised in our most recent findings. Increasing employment, training, and education remain a key priority improvement area, and a range of focused activities are in place to secure better outcomes and performance:

- Improved monitoring and evaluation of personal education plans (PEPs) for our young people in year 10 and 11 transitioning towards independence to look at the timeliness and quality for preparing young people in care for independence.
- Continued to co-fund the placement of a dedicated member of the STEP Team (until the end of September 2021) to work directly with our children and care leavers. The scheme ceasing at the end of September 2021, sees the introduction of a NEET prevention worker to support young people and care leavers obtain and stay in employment, education, and/or training.
- Ensured that all 'in-house' Southampton City Council Apprenticeships are advertised early for one week within the Pathways Team, prior to being advertised elsewhere. In the coming year we are going to build on this with what we refer to as the Care Leaver Guarantee, which now has executive members sign off, and which we will develop to ensure that across the whole of the Council care leavers become a priority for apprenticeship opportunities that we offer.
- We have maintained the increase in number of personal advisors to ensure more targeted support to individual care leavers and to adapt to the increased workload from supporting care leavers up to the age of 25 years old.



Staffing in the Service

There has been some instability within the teams who work with our children and young people specifically, leading to the use of agency staff to fill social work long term sickness vacancies and provide additional capacity. The leadership and management of the service is stabilising. As part of the Destination 22 programme for change, the structure of the team was changed so that young people are no longer transferred to a new worker at age 14.

We have increased the number of personal advisors who support those young people and young adults leaving our care as we have increasing numbers of care leavers.

There are further plans to develop specialist emotional health provision in the service to support our young people with their emotional and mental wellbeing and employment, education, and training workers to help promote their future learning and career opportunities and goals.

Priorities for the Service in 2022/23

Priorities for 2022/23

- Improve children and young people's participation giving them a stronger voice in all aspects of their care, pathway planning, and service delivery.
- Supporting children in care to return to their birth families (reunification) via specialist assessments and bespoke packages of support, reducing care costs and freeing up placements for other children
- Improve the stability, consistency, performance, and permanence of the Pathways Through Care service through recruitment and sickness/performance management
- Promote the stability of placements through proactive and timely support of children and carers.
- Ensure that the physical and emotional health of all our children and young people is well assessed, understood, and properly supported.
- Assertively pursue permanence plans for all children. Regularly review the possibility of reunification, assertively assessing and supporting to make it possible for children to live permanently within their own families where this is the right plan for them.
- Continue to reduce the number of children who live in a residential children's home, supporting most to live within a family instead.
- Build a clear savings policy and process is in place to ensure all our children and young people in care have enough money to put towards additional things they wish to purchase or to support them with independence as they leave our care.
- Increase the number of our young adults leaving our care receive education, training, and employment opportunities, including increasing the opportunities across the council for our care leavers to obtain important work training experience by becoming an apprentice with us.
- Help young people to build their skills and confidence at the right pace, supporting them to live independently and with pride in their ability to support themselves.
- Develop the 'Staying Close' project, supporting our young people to make confident, safe steps from residential care to community placements





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 proposals and consider mitigating action.

Name or Brief Description of Proposal	Southampton Children and Learning Service Corporate Parenting Annual Report 2021 / 22
Brief Service Profile (including number of customers)	
<p>Overview of Children and Learning Service and number of looked after children</p> <p>Southampton Children and Learning Service provides care and support for looked after children in the city, within a statutory framework centred around the Children Act and associated legislation and regulations.</p> <p>Local authorities and their partners have corporate parenting responsibilities towards looked after children in their care. Corporate Parenting principles were set out by the Department for Education in 2018 and can be found here.</p> <p>On 1 September 2021 SCC cared for 509 children, rising to 552 on 1 September 2022. Based on Financial year data (April 2021 – March 2022), the rate of children in our care per 10k was 108. Between September 2021 and August 2022, 237 children came into the care of Southampton City Council (SCC) and 197 left our care.</p>	
Summary of Impact and Issues	
<p>The annual corporate parenting report sets out how the local authority and partners have discharged their corporate parenting responsibilities during the 2021 / 22 period and sets out how the following priorities are being addressed, alongside plans for the future.</p> <ul style="list-style-type: none"> • Improve children and young people’s participation giving them a stronger voice in all aspects of their care, pathway planning, and service delivery. • Supporting children in care to return to their birth families (reunification) via specialist assessments and bespoke packages of support, reducing care costs and freeing up placements for other children 	

- Improve the stability, consistency, performance, and permanence of the Pathways Through Care service through recruitment and sickness/performance management
- Promote the stability of placements through proactive and timely support of children and carers.
- Ensure that the physical and emotional health of all our children and young people is well assessed, understood, and properly supported.
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Potential Positive Impacts

Short term placement stability has gone up 1% to 15% in comparison to previous year and second highest since 2017-2018.

Our data shows that during 2020-21, 60 children and young people went missing during this reporting year. This is a reduction on the previous year.

Our data for 2020-21 shows that at year end the percentage of our care leavers who are in touch with the service and in suitable accommodation remains quite strong.

We continue with 100% performance with developmental assessments for under 5s, above statistical neighbours and England.

Figures for financial year 2021-2022 show that 44% of our care leavers were in education, employment, or training (EET). That is a 8% increase compared to 2020-2021 and 1% increase from 2019-20 when the value was 43%. The highest value since 2016-2017 being 45% in 2018-2019. 5% of care leavers were in higher education compared to 4% in 2020-2021 and 0% in 2019-2020.

Education:

- Early Years Foundation Stage Good level of Development is better than national looked after children.
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 - o 6.9% increase in 9-5 English and Maths measure
 - o 12.6% increase in 9-4 English and Maths measure

Responsible Service Manager	Anisha Reed Head of Service – Pathways Through Care
Date	22 nd February 2023
Approved by Senior Manager	Steph Murray Deputy Director – Children’s Social Care
Date	22 nd February 2023

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	The document takes into consideration the ages of our children and young people	We provide a through care service for children and young people of all ages
Disability	The report takes into account disability of all of our children	SCC have a good understanding of disability needs for each child and young person
Gender Reassignment	The service takes all gender needs into consideration	Access to appropriate support services including health and therapeutic support
Marriage and Civil Partnership	The service would support care leavers in their personal relationships through their allocated personal advisor or via a request for support.	Support for care leavers has been extended to young adults aged up to 25 years.
Pregnancy and Maternity	The service would support looked after children and care leavers in their personal relationships and in response to their physical and emotional health needs through their allocated personal advisor or via a request for support.	Physical and emotional health and relationship support is a strong focus in the corporate parenting report.
Race	The report provides detailed information about our demographic population of CLA and CL	Informs local needs and resources for CLA and CL
Religion or Belief	The document takes into consideration wishes and feelings in this area	Development of participation to ensure that needs are met
Sex	The report provides detailed information about our demographic population of CLA and CL	Informs local needs and resources for CLA and CL
Sexual Orientation	The document takes into consideration wishes and feelings in this area	Development of participation to ensure that needs are met
Community Safety	This is considered within the report and outlines the support available to children and young people	Development of services to consider exploitation and use of MET

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Poverty	Children and young people do not experience high levels of poverty and the council ensure that needs are met under corporate parenting responsibility	Resources, services and financial support provided to ensure that all needs are met
Health & Wellbeing	This is covered within the report with clear understanding of services available for children and young people	Joined up working with partner agencies such as health and access to therapeutic and direct work intervention
Other Significant Impacts	Not applicable	Not applicable

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DECISION-MAKER:	Cabinet Council
SUBJECT:	Household Support Fund April 2023– March 2024
DATE OF DECISION:	14 March 2023 15 March 2023
REPORT OF:	COUNCILLOR KATARIA CABINET MEMBER FOR COMMUNITIES AND CUSTOMER ENGAGEMENT

<u>CONTACT DETAILS</u>			
Executive Director	Title	Executive Director Wellbeing & Housing	
	Name:	Claire Edgar	Tel: 023 8083 3045
	E-mail	Claire.edgar@southampton.gov.uk	
Author:	Title	Improvement Manager	
	Name:	Sara Crawford	Tel: 023 8083 2673
	E-mail	Sara.crawford@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY		
Not applicable.		
BRIEF SUMMARY		
<p>This report concerns the Household Support Fund. The Government has pledged additional funding to County Councils and Unitary Authorities in England to support those most in need to help with global inflationary challenges and the significantly rising cost of living. This pledge of funding covers the period 1 April 2023 to 31 March 2024.</p>		
RECOMMENDATIONS:		
Cabinet	(i)	To approve in principle for Southampton City Council to participate in the delivery of the next phase of Household Support Fund from 1 April 2023 to 31 March 2024.
	(ii)	To delegate authority to the Executive Director Wellbeing & Housing to finalise the details of the local Household Support Fund scheme following consultation with the Executive Director - Finance, Commercialisation and S151 Officer and the Cabinet Member for Communities and Customer Engagement and to administer funding in accordance with that scheme.
Council	(i)	To approve and accept Household Support Fund for the period 1 April 2023 to 31 March 2024.
REASONS FOR REPORT RECOMMENDATIONS		
1.	This pledge of funding is to be provided to County Councils and Unitary Authorities and forms part of the Government's wider package of support for	

	those most in need, to help with the cost of living. This funding can be used to support some of our most vulnerable households.
2.	Local Authorities received the final guidance and confirmation of actual amount of funding allocated for the period of 1 April 2023 – 31 March 2024, on the 20 th February 2023. Funding has been confirmed as £4,445,352 for a 12 month period.
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	
3.	The Council may consider not accepting this funding. This is not recommended as the fund is designed to assist local authorities to help residents experiencing financial hardship linked to the global inflationary challenges and the significantly rising cost of living and to be complementary to the Government's wider package of Cost of Living support.
DETAIL (Including consultation carried out)	
4.	Since December 2020, the Government has provided funding to Local Authorities to provide hardship support for residents who have been affected by the pandemic and its recovery and the current cost of living crisis. This support was previously directed to Local Authorities through the Department for Work and Pensions (DWP) Winterfund, and the Covid Local Support Grant. This finished on the 30 th of September 2021 and was superseded by the Household Support Fund (HSF) to support those most in need to help with global inflationary challenges and the significantly rising cost of living.
5.	Household Support Fund has been provided to County Councils and Unitary Authorities since October 2021 and forms part of the Government's wider package of support for those most in need, to help with the cost of living. This funding has been used to support some of our most vulnerable households.
6.	Based on the total amount of funding announced and the period it will cover, it is anticipated the allocation for Southampton for 2023/24 could be in the region of £4.4 Million. We will need to mobilise quickly once the funding and guidance has been confirmed.
7.	In previous phases, Household Support Fund could be used to support households with the cost of food and water bills, essential costs related to energy, food and water, and with wider essential costs. Local Authorities have had discretion on exactly how the funding has been used within the scope set out in the grant determination and guidance.
8.	Previous announcements of Household Support Fund have been made at quite short notice - for the scheme to be funded for an additional 6 months, with revised guidance issued. However, it is anticipated that the next phase, will be for 12 months. Requirements of scheme have changed significantly between phases. For example: <ul style="list-style-type: none"> • 30th September 2021- 31st March 2022 allowed Local Authorities to spend up to 80% of their allocated funding on households with children and the remaining 20% on those without.

	<ul style="list-style-type: none"> • 1st April 2022- 30th September 2022 required Local Authorities to ensure that at least one third of the available funds was made available to pensioners. • 1st October 2022 – 31st March 2023 required Local Authorities to operate at least part of their scheme on an application basis i.e. residents should have the opportunity to come forward to ask for support.
9.	<p>For the current phase (1st October 2022 – 31st March 2023), we received £2.2 million and have delivered a mixed model of support to residents including:</p> <ul style="list-style-type: none"> • Vouchers for Free School Meal eligible pupils for October, Christmas and February half-term. • ‘Mini -HAF’ (Holiday Activities & Food) style programme during February half-term. • Self-Referral Online scheme for supermarket vouchers • Agency Referral Scheme for supermarket vouchers, white goods and prepayment utility top-ups. • Increased capacity in local projects offering practical support to tackle fuel poverty.
10.	<p>New guidance was issued to Local Authorities on the 20th February 2023. Included in the guidance are several requirements on Local authorities including:</p> <ul style="list-style-type: none"> • Authorities must make sure that the mandatory element of application-based support delivered through the scheme is clearly advertised to residents and is available throughout the majority of the fund period, either continuously or in regular intervals over the course of the scheme • details of the scheme must also be publicised on a dedicated website page with specific requirements set out in the guidance • funding for supplementary advice services, including debt and benefit advice, is now considered eligible spend within the HSF scheme. As the primary focus of this grant is on practical support, expenditure on such services is expected to be limited and linked to the provision of practical support • it is mandatory that in any publicity material for the scheme, including via online channels and media releases, Authorities make clear that this funding is being provided by the Department for Work and Pensions or the UK Government • the guidance document itself has been reduced in size and there is now separate MI and Delivery plan guidance. <p>We will design our scheme in line with the guidance and in consultation with key stakeholders, and in consultation with the Cabinet Member for Communities and Customer Engagement.</p>

11.	Our local Household Support Fund scheme will be designed to keep within the funding provided by Central Government and will be robustly monitored accordingly to ensure no overspend occurs and that the appropriate returns to government to draw down funding are accurate.
12.	Although this fund is designed to assist Local Authorities to help residents experiencing financial hardship linked to rises in the cost of living, there will be restrictions in the type of support that can be provided to residents. It may also be difficult to predict levels of need and demand, and residents' expectations of support available. The funding is finite and therefore must be viewed as being part of the Government's wider package of Cost of Living support and local efforts to support residents through this period.
13.	Any requirement for changes to the administration and/or targeting of the scheme, may present practical challenges in order to mobilise internal and external resources to be fully operational. This may lead to a delay to full implementation, but officers will review the guidance and requirements and seek to implement a full scheme, following consultation with the cabinet member, as soon as is practical - once draft or full guidance has been made available.
RESOURCE IMPLICATIONS	
<u>Capital/Revenue</u>	
14.	Our local Household Support Fund scheme will be designed to keep within the funding provided by Central Government and will be robustly monitored via regular reports to the Household Support Fund Steering Group to ensure no overspend occurs and that appropriate returns to government to draw down funding are accurate.
15.	Reflecting on the volume of referrals received during the current phase (October 2022- March 2023), we are currently recruiting for an additional member of staff to be based in the Customer Team to take enquiries and process applications from residents who have applied for assistance through the Household Support Fund. This will be on a one year, fixed term contract at a cost in the region of £28,000, funded from the grant.
<u>Property/Other</u>	
16.	None.
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
17.	Localism Act 2011 ('General Power of Competence').
<u>Other Legal Implications:</u>	
18.	The Council must act in accordance with the Public Contracts Regulations 2015 ("PCRs") when procuring services from third parties to enable delivery of scheme objectives.
19.	The Scheme must be designed having regard to the provisions of the Equalities Act 2010 and in particular the Public Sector Equality Duty ('PSED') as set out in s.149 of the Act (the need to exercise functions having regard to the need to eliminate harassment, victimisation and

	discrimination on the grounds of protected characteristics). An Equalities Impact Assessment will be undertaken when designing the Scheme to ensure compliance with the PSED.
RISK MANAGEMENT IMPLICATIONS	
20.	Southampton City Council has experience of administering previous Household Support Fund resources to residents. The new guidance brings some practical challenges and may lead to a delay to full implementation, but officers will review the guidance and requirements and seek to implement a full scheme, following consultation with the cabinet member, as soon as is practical after the 1 April 2023.
21.	Although this fund is designed to assist local authorities to help residents experiencing financial hardship linked to rises in the cost of living, there will be restrictions in the type of support that can be provided to residents. It may also be difficult to predict levels of need and demand, and residents' expectations of support available. The funding is finite and therefore must be viewed as being part of the Government's wider package of Cost of Living support and efforts to support residents through this period.
POLICY FRAMEWORK IMPLICATIONS	
22.	The recommendations of this report are entirely consistent with and not contrary to the Council's policy framework.

KEY DECISION?	Yes/No
WARDS/COMMUNITIES AFFECTED:	ALL
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	Final Household Support Fund (2023-2024) Guidance
2	Equality and Safety Impact Assessment (ESIA)

Documents In Members' Rooms

1.	None
Equality Impact Assessment	
Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.	Yes
Data Protection Impact Assessment	
Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out.	No
Other Background Documents	
Other Background documents available for inspection at:	
Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)

1.	None	
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Household Support Fund: Guidance for County Councils and Unitary Authorities in England (1 April 2023 to 31 March 2024)

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Introduction

1. £842m has been made available to County Councils and Unitary Authorities in England to support those most in need and to help with global inflationary challenges and the significantly rising cost of living via the Household Support Fund (“The Fund”). This funding covers the period 1 April 2023 to 31 March 2024 inclusive (“The Fund Period”). County Councils and Unitary Authorities have discretion on exactly how this funding is used within the scope set out in the accompanying grant determination and this guidance. This guidance sets out the required collaboration between the Department for Work and Pensions (DWP), County Councils and Unitary Authorities, including their delivery partners (such as District Councils as well as any charitable or third-party organisations) to successfully meet the policy intent within the agreed framework. It also provides the framework that County Councils and Unitary Authorities need to work within and the arrangements for distribution of funding and reporting.
2. DWP is providing funding to County Councils and Unitary Authorities (including Metropolitan Councils and London Boroughs – hereafter referred to as “Authorities”), under section 31 of the Local Government Act 2003, to administer The Fund and provide assistance to households most in need.
3. The expectation is that The Fund should be used to support households in the most need; particularly those who may not be eligible for the other support government has recently made available but who are nevertheless in need and who require crisis support. This includes the Cost of Living Payments and the energy support we are providing for 2023/24 set out on [17 November 2022](#) (information on these schemes can be found at Annex A). For the Cost of Living payments this may include, but is not limited to, people who are entitled to but not claiming qualifying benefits, people who are claiming Housing Benefit (HB) only and people who begin a claim or return to payment of a benefit after the relevant qualifying date. There may be groups who are vulnerable to rising prices even though they are supported through these schemes, for example large families or single-income families. It is important to stress that The Fund is intended to cover a wide range of low income households in need including families with children of all ages, pensioners, unpaid carers, care leavers and disabled people.
4. Energy bills may be of particular concern to low income households during the period of The Fund and Authorities should prioritise supporting households with the cost of energy. Support which can make a quick but sustainable impact on energy costs is particularly encouraged; for example, the insulation of hot water tanks, fitting draft excluders to a door, or replacing inefficient lightbulbs or white goods. The Fund can also be used to support households with the cost of food and water bills, essential costs related to energy, food and water, and with wider essential costs. The Fund can additionally be used to support housing costs where existing housing support schemes do not meet this need.
5. Authorities should also consider providing support to disabled people in their area. Disabled people in particular may be facing acute challenges due to the disproportionate impact that rising costs bring for the additional services they need in

order to manage their conditions, remain independent and avoid becoming socially isolated. For example, some disabled people may have increased utility bills due to the usage of equipment, aids or adaptations associated with their disability. They may also have additional heating, water or transport costs. Authorities are therefore strongly encouraged to explore ways in which this group may be supported and must record the total value of awards granted to disabled people in their Management Information (MI) returns for this grant.

6. Authorities should also consider providing support to people with caring responsibilities in their area. People with caring responsibilities may be facing acute challenges incurred through their fulfilling these responsibilities for vulnerable citizens due to the disproportionate impact that rising costs may bring for the additional services they need. For example, they may have additional heating, water or transport costs. Authorities are therefore encouraged to explore ways in which this group may be supported.
7. Authorities have the ability to deliver the scheme through a variety of routes including providing vouchers or cash to households, making direct provision of food and goods, or issuing grants to third parties. Every area must operate at least part of their scheme on an application basis - in other words, residents should have the opportunity to come forward to ask for support. There is flexibility on exactly how this can be run, including through third parties rather than directly by the Authority. We expect Authorities to offer application-based support throughout the duration of The Fund, either continuously over the majority of The Fund Period or in regular intervals throughout the scheme.
8. Authorities are expected to offer support throughout the duration of The Fund Period and must develop their delivery plans to reflect this.
9. Authorities have access to DWP's Searchlight portal which provides information on individual citizens' entitlement to (and confirms receipt of) DWP welfare benefits.
10. DWP is providing data and information to Authorities to support them to identify those in need in their area. We are providing:
 - information relating to Universal Credit (UC) claims with limited capability for work or earnings below the Free School Meals (FSMs) and free prescription thresholds in their area
 - data on people receiving the Guarantee Credit and/or Savings Credit elements of Pension Credit
 - data on all claimants on income-related (IR) Employment and Support Allowance (ESA IR).
11. In October 2022, DWP introduced a further data share for those who are only in receipt of HB. This group is not eligible for the up to £900 means-tested Cost of Living Payment. Authorities may find this information useful in identifying those most

in need. Authorities should consider how they could use this data to provide support to this group.

12. However, support is not restricted only to vulnerable households in receipt of benefits. Therefore, Authorities should also use other sources of information to identify vulnerable households, including by taking advice or application referrals from professionals who come into contact with vulnerable households such as social workers, keyworkers delivering early help and family support, health visitors and housing support officers.

13. This guidance applies to Authorities in England only and when finalised should be read in conjunction with the Household Support Fund Grant Determination issued alongside it.

Communication

14. It is mandatory for Authorities to reference that the grant is funded by the Department for Work and Pensions or the UK Government in any publicity material, including online channels and media releases.

15. It is mandatory for Authorities to make public their plans for The Fund, including how and when they intend to deliver the application-based portion of their scheme. This should be through a website page dedicated to the Fund headed with 'Household Support Fund' on their Authority website. This webpage must be easily accessible for residents and outline the Authority's plans for funding, including with details of who is eligible in the area, as well as how and when residents might be able to apply for the application-based element of the scheme. Links to the Government's [Cost of Living Hub](#) should be included, as well as a specific reference that the grant is funded by the Department for Work and Pensions or the UK Government.

16. Authorities should consider inclusive and accessible ways in which they might advertise the availability of The Fund to their residents for example in local family or community hubs and GP surgeries. We expect Authorities to advertise the scheme – and in particular the application-based element of their provision – through various channels and not just online.

Objective and key principles

17. The objective of The Fund is to provide crisis support to vulnerable households in most need of support to help with significantly rising living costs.

18. Although this is considered an extension to the previous three Household Support Fund schemes, it is a new grant subject to its own grant conditions as is set out in the Grant Determination letter. Any underspends from the previous schemes cannot be carried forward.

19. Funds should be spent or committed before 31 March 2024 and cannot be carried over for future usage. All Authorities are encouraged to ensure, wherever possible, that any vouchers issued are redeemed before the end of The Fund, or shortly thereafter, or consider recycling unused vouchers. It is acceptable for vouchers that have been purchased and delivered to households before the end of The Fund to be spent shortly thereafter (see paragraphs 70 to 74 on committed spend).

20. When administering The Fund, Authorities are encouraged to adopt the following principles:

- use discretion on how to identify and support those most in need, taking into account a wide range of information
- use the funding from 1 April 2023 to 31 March 2024 to meet immediate needs and help those who are struggling to afford energy and water bills, food, and other related essentials. Authorities can also use the funding to support households who are struggling to afford wider essentials including housing costs where existing housing support does not meet this need
 - **Note:** this includes payments made, or committed to, by the Authority or any person acting on behalf of the Authority, from 1 April 2023 to 31 March 2024
- work together with District Councils and third parties including, where necessary and appropriate, other local services. This may include social workers, housing and family support services and local charities. This may also incorporate intelligence and data from wider children's social care systems to help identify and support individuals, families and households within the scope of The Fund. It may also include receiving referrals for support and applications made on behalf of an individual from professionals working with vulnerable individuals such as social workers, keyworkers delivering early help and family support, health visitors and housing support officers.

21. When deciding how to help people, Authorities should consider:

- how they plan to provide support to vulnerable households, such as by paying into bank accounts, use of cash and vouchers, provision of goods. When determining the most appropriate mechanism of providing support for households, Authorities should consider any potential risks to vulnerable individuals, for example the risk of holding cash, as well as the risk of any potential for fraud
- any fraud risks associated with these payment methods (see section 'Managing the risk of fraud' at paragraphs 76-88 for further information).

Delivery Plans

22. Authorities are required to complete a delivery plan to outline their intentions for The Fund, clearly setting out their priorities and approach for use of the Fund, and to demonstrate the ways in which they intend to allocate their funding.

23. Authorities are required to send the delivery plan to DWP by 17 May 2023. At the end of The Fund we will also ask for a summary of spend against the final delivery plan with this due at the same time as the final MI in April 2024. Delivery plans must be signed off by your Section 151 Officer and responsible Cabinet Member before submission to DWP.

24. Authorities are required to appoint an appropriate Senior Responsible Officer who will be accountable for ensuring a strong delivery plan is developed and agreed through necessary decision making mechanisms including engagement with the

relevant Cabinet Member, and ensuring compliance with and progress against their commitments in the delivery plan

25. We understand that local priorities for The Fund may change over the course of The Fund Period, including in response to local feedback such as from professionals working with households. Authorities should engage with DWP if they wish to revisit their delivery plan during The Fund Period.

Working with other organisations

26. Authorities must work together with District Councils to ensure the funding meets its objectives by identifying those most in need. Authorities must likewise work collaboratively with District Councils and other organisations in their area who may come into contact with those households who may benefit from this grant. Authorities should work closely with third sector and other partner organisations who may come into contact with people in need.

27. Authorities that do not have the mechanisms in place to administer this grant should consider whether District Councils are better placed to do so on their behalf. Authorities are encouraged to engage with District Councils as quickly as possible to ensure roles, responsibilities and effective arrangements are put in place to deliver The Fund promptly and efficiently.

28. Third party organisations (TPOs) may include but are not limited to:

- registered charities and voluntary organisations
- schools
- food banks
- general practitioners
- organisations providing support in particular circumstances (such as but not limited to “baby banks”)

29. Where Authorities are working with TPOs, this should be done on an objectively fair, transparent and non-discriminatory basis whilst having regard to the time available to deliver The Fund. As with District Councils, Authorities should make arrangements with any TPOs as quickly as possible.

Unused funding returned from a TPO

30. Where a TPO returns unused funding before the end of The Fund, the Authority is free to spend that funding in any eligible category for the duration of The Fund Period.

31. Where a TPO returns unused funding after The Fund Period has ended the Authority can re-issue any returned funding within a reasonable timeframe, but only under the same category that the spend was originally reported against. Authorities are able to distribute this funding themselves and do not have to go back through the original TPO.

32. For audit purposes, where an Authority re-issues returned TPO funding after The Fund Period has ended, they must confirm the following by email to **lawelfare.pdt@dwp.gov.uk** (copying in their Section 151 Officer):

- the amount that has been returned
- reason for the return (for example TPO underspend)
- what the original spend was reported against in their **final** management information (MI) return
- the intention to spend the total unspent amount against the same category of spend for the same group.

Establishing eligibility

33. In accordance with their general legal duties, Authorities must have a clear rationale or documented policy/framework outlining their approach, including how they are defining eligibility and how households access The Fund. We expect Authorities to review any existing approach and to have a strong rationale for their targeting so that funding is available to the households who most need it.

34. Authorities have the flexibility within The Fund to identify which vulnerable households are in most need of support and apply their own discretion when identifying eligibility. Rather than focus on one specific vulnerable group, Authorities should use the wide range of data and sources of information at their disposal, including through engagement with relevant TPOs, to identify and provide support to a broad cross section of vulnerable households to prevent escalation of problems. Authorities should ensure that they consider the needs of various households including families with children of all ages, pensioners, unpaid carers, care leavers and disabled people.

35. Authorities should particularly consider how they can support those vulnerable households who are ineligible for other government support with the cost of living, including:

- amended Energy Price Guarantee from April 2023
- up to £900 in Cost of Living Payments for those on eligible means tested benefits
- £150 Disability Cost of Living Payment
- one-off £300 Pensioner Cost of Living Payment (through the Winter Fuel Payment).

Details on these schemes can be found at **Annex A**.

36. Authorities should have regard to the fact that receipt of any of the above support should not exclude a resident from receiving support through The Fund in principle and households in receipt of support from these schemes may still be in need. It remains at the discretion of Authorities to establish their local eligibility and identify those most in need in their area.

37. However, the schemes listed in paragraph 35 do not cover everyone and Authorities should consider prioritising those households, who (for example):

- are eligible for but not claiming qualifying benefits
- become eligible for benefits after the relevant qualifying dates
- are in receipt of Housing Benefit only
- are ordinarily eligible for benefits but who had a nil award in the qualifying period due to, for example, a fluctuation in income.

This list is not exhaustive and there may additionally be households that are vulnerable to rising costs despite being in receipt of this government support with the cost of living.

38. Authorities must operate an application-based service for support to ensure those in need have a route to emergency support. This can be delivered directly by the Authority or by a TPO on their behalf. Authorities should establish eligibility criteria for their application service and should communicate with residents to ensure that their scheme and the mechanism for applying is clear and accessible. Authorities could make the entirety of their scheme application-based. Authorities must make sure that this support is clearly advertised to residents and is available throughout the majority of The Fund Period, either continuously or in regular intervals over the course of the scheme.

39. Where Authorities proactively identify households who may benefit from support, they should consider how they can ensure that they are focusing on those in the most need to prevent escalation of problems. There is no requirement for Authorities to undertake a means test or conduct a benefit check unless this specifically forms part of the Authority's local eligibility criteria. However, in relation to housing costs, Authorities must establish whether other forms of support are available to the household, such as Discretionary Housing Payments (DHPs).

Types of support

40. Eligible spend includes:

- **energy and water:** The Fund should primarily be used to support energy bills for any form of fuel that is used for the purpose of domestic heating, cooking, or lighting, including oil or portable gas cylinders. It can also be used to support water bills including for drinking, washing, cooking, as well as for sanitary purposes and sewerage.
- **food:** The Fund can be used to provide support with food, whether in kind or through vouchers or cash.
- **essentials linked to energy and water:** The Fund can be used to provide support with essentials linked to energy and water (for example warm clothing, blankets, the purchase of equipment such as fridges, freezers, ovens, slow cookers), in recognition that a range of costs may arise which directly affect a household's ability to afford or access energy, food and water. In particular, we encourage Authorities to consider supporting households on low incomes to repair or replace white goods and appliances with more energy efficient

ones, or to invest in simple energy efficiency measures which will pay back quickly, such as insulating a hot water tank, fitting draft excluders to a front door, or replacing inefficient lightbulbs or white goods. The intention of this is to provide sustainable support which could result in both immediate and long-lasting savings for the household.

- **wider essentials.** The Fund can be used to support wider essential needs not linked to energy and water should Authorities consider this appropriate in their area. These may include, but are not limited to, support with other bills including broadband or phone bills, clothing, period and hygiene products, essential transport-related costs such as repairing a car, buying a bicycle, or paying for fuel. This list is not exhaustive.
- **advice services.** The Fund may be used to provide supplementary advice services to award recipients, including debt and benefit advice, where Authorities consider this appropriate. Authorities are reminded that the primary intention of The Fund is to provide crisis support for households, and we would expect any advice services to complement this. We would not expect a large portion of funding to be spent on advice services. We would expect to see a connection between the funding provided for advice services and the practical support provided under HSF. We anticipate that a significant proportion of this will be through signposting to existing advice services funded through other routes, such as the Help to Claim scheme which supports those making a claim to Universal Credit.
- **housing costs.** The Fund can be used to support housing costs. However, where eligible, ongoing housing support for rent must be provided through the Housing cost element of UC and HB rather than The Fund. In addition, eligibility for DHPs must first be considered before housing support is offered through The Fund. The Authority must also first consider whether the claimant is at statutory risk of homelessness and therefore owed a duty of support through the Homelessness Prevention Grant (HPG). It is expected that the focus of support should be on bills and that support for housing costs should only be given where existing housing support schemes do not meet need. Beyond this, Authorities have discretion to determine the most appropriate Fund for their area, based on their understanding of local need and with due regard to equality considerations.
 - Households in receipt of HB, UC, or DHPs can still receive housing cost support through The Fund if it is deemed necessary by their Authority. However, The Fund should not be used to provide housing support on an ongoing basis or to support unsustainable tenancies.
 - Individuals in receipt of some other form of housing support could still qualify for the other elements of The Fund, such as food, energy, water, essentials linked to energy and water and wider essentials.
 - The Fund cannot be used to provide mortgage support, though homeowners could still qualify for the other elements of The Fund (such as energy, food, water, essentials linked to energy and water and wider essentials). Where a homeowner is having difficulty with their mortgage payments, they should contact their lender as soon as possible to

discuss their circumstances as lenders will have a set procedure to assist. Those who are in receipt of or treated as receiving a qualifying benefit could be entitled to [Support for Mortgage Interest](#).

- The Fund can exceptionally and in genuine emergency be used to provide support for historic rent arrears built up prior to an existing benefit claim for households already in receipt of UC and HB. This is because these arrears are excluded from the criteria for DHPs. However, support with rent arrears is not the primary intent of the fund and should not be the focus of spend.

- **reasonable administrative costs.** This includes reasonable costs incurred administering The Fund. These include for example:
 - staff costs
 - advertising and publicity to raise awareness of The Fund
 - web page design
 - printing application forms
 - small IT changes, for example, to facilitate MI production

41. There is no prescriptive definition of essentials. Authorities have discretion to assess what is reasonable to assist those in genuine need with regard to the examples above.

42. Individual awards can be whatever type and amount is deemed appropriate by Authorities for the receiving household, bearing in mind the overall spend eligibility priorities listed above and the risk of fraud and error. Awards to any given household can cover several or only one of the spend eligibility categories listed above.

43. Authorities should not make The Fund eligibility conditional on being employed or self-employed, or directly linked to a loss of earnings from employment or self-employment. This will ensure that there is no National Insurance contribution liability payable on any payments by either the citizen, the Authority or employer.

Funding overlap

44. Authorities should consider household circumstances when making a decision on how to spend this grant. Households could be receiving other forms of support, and this should be taken into account to avoid duplicating provision where possible. In particular, Authorities should prioritise those who have not already received additional support for the cost of living. However, households receiving other forms of assistance are not excluded from receiving support through The Fund.

Individuals with no recourse to public funds

45. Authorities can provide a basic safety net support to an individual, regardless of their immigration status, if there is a genuine care need that does not arise solely from destitution, for example if:

- there are community care needs

- they have serious health problems
- there is a risk to a child's wellbeing

46. The rules around immigration status have not changed. Authorities must use their judgement to decide what legal powers and funding can be used to support individuals who are ineligible for public funds or statutory housing assistance.

Access to data

47. The Household Support Fund is being classified as Local Welfare Provision (LWP). The provision of DWP data to Authorities is under the terms of the Memorandum of Understanding (MoU) between the 'Department for Work and Pensions and local authorities (LAs) (Access, handling, exchange and protection of DWPs' and HM Revenue and Customs' data)'.

48. Authorities who have signed and returned the relevant section (Annex C) of the current DWP/LA MoU have legal permission to access DWPs Searchlight portal and specific UC, Pension Credit, ESA (IR) and HB only data through a monthly data share for the purpose of The Fund.

49. Authorities will need to ensure they sign future iterations of the MoU and the appropriate Annex to continue to have the legal permission to access the data sources for LWP.

50. Staff accessing Searchlight will need to be registered with the Employee Authentication System. Further information on Searchlight can be found in the Local Authority Searchlight Training Pack available in the Searchlight folder on Glasscubes (the LA/DWP online collaboration tool). If your Authority needs to discuss access to Glasscubes, contact DWP at lawelfare.lasupport@dwp.gov.uk

DWP Searchlight

51. This portal provides information on individual citizens' entitlement to (and confirms receipt of) DWP welfare benefits. Therefore, this data can be used to help Authorities identify and target those families and individuals to support. Authorities may also wish to establish if other forms of support are available to the household. In relation to housing costs this must include checking whether the household could receive DHPs. The Authority must also first consider if the claimant is at statutory risk of homelessness and, therefore, owed a duty of support through the HPG.

52. Searchlight can only be used to verify a specific individual's DWP benefit information. Therefore, if an Authority identified a group of potential claimants who may be eligible for The Fund from their own records, they can access Searchlight to verify each claimant's DWP benefit entitlement (although benefit entitlement is not a condition of support).

Monthly data share

53. We are providing Authorities with details of UC claimants in their Authority whose income is below the FSM and free prescription thresholds and those with Limited Capability For Work both at individual level and summary level by Ward. We are also providing Authorities with details of those in receipt of Guarantee Credit and/or Savings Credit element of Pension Credit and their appointees if appropriate, as well as for all claimants on ESA (IR). Authorities may find this information useful in

identifying those most in need. We are also providing a further data share for those in receipt of HB only. Individuals in this group are not eligible for a means-tested Cost of Living Payment and so this data share will allow Authorities to identify them and more easily consider their need for support.

54. The UC, Pension Credit, ESA (IR) and HB only data will be provided monthly via Transfer Your File.

55. Authorities will receive two data shares on a monthly basis:

File one - contains individual data of the National Insurance number and names of UC claimants within the Authority area and:

- income below the thresholds of £7,400 per year for FSMs and income below the free prescription threshold of £935 per month as identified in their last UC assessment period
 - those with a Limited Capability for Work indicator within the last assessment period
 - the number of children in the household.
 - those whose award is subject to the benefit cap
 - those with a deduction for Removal of the Spare Room Subsidy and who receive Local Housing Allowance
- the National Insurance number, names, addresses and contact telephone numbers of those in receipt of Guarantee Credit and/or Savings Credit element of Pension Credit and their appointees if appropriate, as well as for all claimants on ESA (IR).
 - the National Insurance number, names, addresses and contact telephone numbers of customers who are in receipt of HB but not in receipt of a means tested benefit (for example: UC, Income based Jobseekers Allowance, ESA (IR), Income Support and Pension Credit) or Tax Credits.

File two - contains aggregate data showing those UC claimants that are:

- at or below the FSM income threshold
- at or below the free prescription income threshold, and
- in the Limited Capability for Work group.

56. For a full breakdown of the file contents see Local Welfare Provision monthly data share field definitions at Annex B.

57. Authorities also have access to their own non-DWP data to help identify vulnerable households who may be eligible for support under The Fund.

Reporting and Management Information

58. Authorities are required to comply with DWP's reporting and Management Information (MI) requirements. For full details of MI and reporting requirements, see Household Support Fund (2023-2024) MI Reporting requirements.

DWP engagement

59. LA Performance Relationship Managers (PRMs) from DWPs LA Partnership, Engagement and Delivery (LA-PED) division will contact Authorities to provide support and gather information throughout The Fund. LA-PED will contact Authorities for initial compliance (where necessary) including where:

- the MI templates or delivery plans have not been completed and returned,
- the MI templates have not been copied to the Authority's Section 151 Officer or Chief Finance Officer.
- an incorrect template has been used – MI should only be returned on the MI template provided. No local versions or PDF copies are acceptable.

60. They will also contact Authorities where further clarification is needed in respect of the information provided on the MI reporting template, if for example:

- critical data is missing, or the data looks odd
- the Authority is reporting a high value of awards where they have not been able to establish the household composition. We may need the Authority to explain why that is the case and provide supporting evidence.
- the Authority is reporting a high value of administration costs. We may need the Authority to explain why that is the case and provide supporting evidence.
- there is a significant gap between actual and allocated spend. We may need the Authority to explain why spend was so low.

61. They will look to identify good practice and identify case studies where appropriate.

62. DWP will also continue to engage with Authorities throughout the course of The Fund Period and will provide opportunities to engage with the department and other Authorities to share good practice and work collaboratively. DWP will host quarterly Ministerial roundtable events focused on Authority MI returns; where Authorities are invited to these events, an appropriate representative will be expected to attend. DWP will continue to respond to questions we receive via the designated inbox as quickly as possible.

63. Where Authorities work with District Councils and TPOs it is the responsibility of Authorities to collect and collate MI and complete one collated MI return and submit to DWP.

DWP funding arrangements

64. The Fund is ring-fenced to be spent as detailed in this guidance and the accompanying grant determination. To ensure that the objectives of The Fund are being met during the course of the grant and reduce administration costs for all concerned, including the need for DWP to recover underspend, grant payment will be made in arrears upon DWP being satisfied with the MI returns. This will enable DWP to adjust the amount of the payment based on the MI returns.

65. Payment of The Fund from DWP to Authorities will be made in arrears after the interim MI returns in July and October 2023 and January 2024 and the final MI return

at the end of The Fund Period in April 2024 after DWP has verified the MI. If an Authority feels that the payment arrangements will create significant cash flow problems, please notify DWP as soon as possible with supporting evidence. Three interim returns and a final MI return will be required and grant payments will be made in respect of the periods 1 April 2023 to 30 June 2023, 1 April 2023 to 30 September 2023, 1 April 2023 to 31 December 2023 and 1 April 2023 to 31 March 2024.

66. MI returns must be endorsed by the Section 151 Officer in accordance with their statutory assurance responsibility in order for the grant payment to be made.
67. Authorities must copy their Chief Finance Officer/Section 151 Officer into the email.
68. The guidance for completion is provided within the Household Support Fund (2023-2024) MI Reporting Requirements document.
69. For MI purposes, the definition of spend is grant funding that has been provided to vulnerable households, within the scope of the eligibility criteria, and within The Fund Period of 1 April 2023 to 31 March 2024.
70. Spend also includes 'committed spend'. For the purpose of The Fund committed spend relates to grant funding that has been spent and delivered to vulnerable households even though the vulnerable household may not have used their grant funding. An example would be the award of a food voucher on 31 March 2024 to a vulnerable household. It would be unreasonable to expect the household to be restricted to redeem the voucher on the day of receipt. In this example, spend has been committed by the Authority, support has been provided to a vulnerable household and, therefore, should be included as eligible grant spend. It would be reasonable to expect the vulnerable household to redeem the food voucher during the month following the end of The Fund.
71. However, committed spend does not include large volumes of food vouchers, procured quite late in The Fund, which cannot be distributed to vulnerable households within the period of The Fund.
72. Authorities that plan to order vouchers in bulk should attempt to be realistic in the volumes ordered to avoid holding large stocks of unused vouchers at the end of The Fund. Alternatively, Authorities may want to consider:
 - purchasing vouchers on a sale or return basis, so that they can return any unused vouchers, or
 - expired vouchers returned to an Authority after The Fund has ended can be recycled and re-issued within a reasonable timeframe but must be done so under the same categories of spend as originally reported and under the same terms as The Fund they were issued under.
73. For audit purposes where an Authority recycles and reuses expired vouchers the Authority must confirm by email to lawelfare.pdt@dwp.gov.uk, copying in the Section 151 Officer:
 - the amount that has been returned
 - reason for the return (for example, expired voucher)
 - what the original spend was reported against in their **FINAL MI** return

- confirm they intend to spend the total unspent amount against the same category of spend for the same group.

74. The definition of committed spend for the purpose of The Fund does not affect its accounting treatment in accordance with normal rules.

75. The timetable for provision of funding is as follows:

Funding:

Payment	Amount	Date	Notes
Interim	Actual grant spend	August/September 2023	Payment made in arrears
Interim	Actual grant spend less any previous interim payment	November/December 2023	Payment made in arrears
Interim	Actual grant spend less any previous interim payment	February/March 2024	Payment made in arrears
Final	Actual grant spend up to 100% of grant allocation* less any previous interim payment	June/July 2024	Payment made in arrears

*Subject to eligible spend criteria

Managing the risk of fraud

76. Fraudsters can target funds of this type.

77. As with any welfare payment to vulnerable recipients there is a risk of fraud, as recipients might appear to be eligible when they are not.

78. To help mitigate this risk, Authorities should involve District Councils and other organisations chosen to administer The Fund to help identify vulnerable families, households and individuals.

79. Authorities wishing to work with TPOs to deliver The Fund must carry out suitable due diligence checks to ensure they are viable and able to deliver the support. So, for example, ensuring all charities are registered and taking extra caution if they are new organisations.

80. Authorities are also encouraged to ensure checks are in place to verify the identity of those eligible.
81. Authorities are encouraged to ask neighbouring Authorities to work together to help prevent double provision and/or no provision – especially where allocation of provision is by school in one area and by residential address in another.
82. It is for Authorities to decide how payments are made to recipients. However, when making decisions, Authorities should consider the risks involved. Although they still carry fraud risks, vouchers should be used instead of cash where possible as this helps to mitigate the risk of the money being spent by the recipient on things outside of the policy intent.
83. Authorities should ensure that they consider and put in place suitable controls when making use of vouchers as part of The Fund. Authorities may wish to consider restricting access to these vouchers; and also consider restricting usage to ensure that they cannot be spent outside the intended scope of The Fund.
84. It is important to be vigilant to fraud and error risks in relation to housing costs, and to assure yourself that the appropriate checks are in place. Authorities should take appropriate steps, which may be requested and reviewed as set out in the grant determination, to ensure they take into consideration household income and rent liability. We expect Authorities to work with district councils to ensure support is going to those with genuine need and to help minimise the risk of fraud on housing support.
85. Where possible, any payments made into a bank account should be in the same name of the person that is eligible for that payment. Authorities have access to a range of data sources, and checks can be carried out against this data to verify the identity of the recipient. Authorities are also encouraged to use existing tools at their disposal to verify personal bank accounts.
86. If the Authority has any grounds for suspecting financial irregularity in the use of any grant paid under the determination, it must notify DWP immediately, explain what steps are being taken to investigate the suspicion and keep DWP informed about the progress of the investigation. For these purposes ‘financial irregularity’ includes fraud or other impropriety, mismanagement, and the use of grant for purposes other than those for which it was provided.
87. If you suspect fraud, you should notify DWP of the:
 - number of instances
 - total amount lost
88. This will help DWP identify any emerging threats and share them with other Authorities, so they can take steps to prevent and detect any fraud in their Fund.

Complying with Subsidy (previously State Aid) rules

89. The funding is intended to benefit households most in need of support with energy bills, food, related essentials, wider essentials and (in limited circumstances where existing housing support does not meet need) housing costs, in order to help with global inflationary challenges and the significantly rising cost of living. The funds should not be used for any economic undertaking.

90. Whichever way you use the funding, including where you work in partnership with others, you should consider all Subsidy rules (previously State Aid) issues. Check whether the 'de minimis' regulation exception applies. You should also follow government procurement procedures where relevant.

Administration costs

91. The Household Support Fund funding allocation includes reasonable administration costs to enable Authorities to deliver The Fund. Authorities should deduct their administration costs from the total allocation to determine the amount remaining.
92. In all cases, Authorities should keep administrative costs to a reasonable level.
93. Administration costs for each Authority will be published on www.gov.uk alongside detail of all spend and volumes related to The Fund.

Public Sector Equality Duty

94. In accordance with the public sector equality duty, DWP has had due regard to the potential equalities impacts of this grant.
95. Under the Equality Act 2010, all public authorities must comply with the Public Sector Equality Duty. For the purposes of this grant, you should consider how any support that helps people facing severe financial hardship impacts those with characteristics protected under the Equality Act.
96. When developing your local delivery frameworks, you should ensure people are not disadvantaged or treated unfairly by The Fund. For example, any application process should be easy to access and to navigate.

Contact

97. If you have any queries about the content of this guidance or use of the funding, you can contact lawelfare.pdt@dwp.gov.uk

Eligibility for cost of living and energy support

Detailed eligibility requirements for the Cost of Living Payments can be found at:

[Cost of Living Payment - GOV.UK \(www.gov.uk\)](https://www.gov.uk/cost-of-living-payment)

Further details on the Energy Price Guarantee can be found at

[Energy Price Guarantee - GOV.UK \(www.gov.uk\)](https://www.gov.uk/energy-price-guarantee)

Local Welfare Provision monthly data share field definitions

The definitions will be updated to include information regarding the additional data share of those who are in receipt of HB only when the details are confirmed.

File 1 – The list of Individuals:

Field Name	Description
claimant1_nino	The national insurance number (NINO) of the lead UC claimant
claimant1_surname	The surname of the lead UC claimant in the Household
claimant1_forename1	The forename of the lead UC claimant in the Household
claimant2_nino	If applicable the NINO of the UC partner in the household. In some cases this may be the same as the UC claimant NINO, usually where the partner NINO data is not available.
claimant2_surname	The surname of the UC partner if Claimant 2 NINO provided
claimant2_forename_1	The forename of the UC partner if Claimant 2 NINO provided
ap_start_date	The start date of the household's UC assessment period (AP)
ap_end_month	This will always be the month of the extract.
has_children_latest_ap	Set to 1 if the UC Household is recorded to have children in the AP used for the extract 1= children 0 = no children
total_children	The number of children recorded in the UC Household for the AP used in the extract, null = no children, the field HAS_CHILDREN_LATEST_AP will also be 0 if there are no children
has_lcw_latest_ap	Set to 1 if a member of the UC Household is in the UC limited capability for work group
eligible_prescription_latest_ap	Set to 1 if the UC Household is below the Free Prescription threshold
earnings_below_fsm_threshold	Set to 1 if the UC Household is below the Free School Meal threshold
country_name	England Scotland Wales
local_authority_name	Your LA name

local_authority_code	the standard lookup code for your authority
tyf_la_id_code	the LA ID code as registered on Transfer Your File for your authority
postcode_outward_code	Postcode sector in the ward
ward_name	Name of the ward
ward_code	Code of the ward
cap_applied	True, False or Null
spare_room_subsidy_removal	True, False or Null
local_housing_allowance_applied	True, False or Null
BENEFIT_TYPE	Will show one of the following: UC PC GC SC SC/GC ESA-IR HB
PC/ESA-IR/HB_NINO	The NINO of the PC/ESA-IR/HB customer
PC/ESA-IR/HB_SURNAME	The surname of the PC/ESA-IR/HB customer
PC/ESA-IR/HB_FORENAME_1	The first name of the PC/ESA-IR/HB customer
PC/ESA-IR/HB_ADDRESS_LINE_1	The PC/ESA-IR/HB customer address as recorded on the PC/ESA-IR/HB claim
PC/ESA-IR/HB_ADDRESS_LINE_2	The PC/ESA-IR/HB customer address as recorded on the PC/ESA-IR/HB claim
PC/ESA-IR/HB_ADDRESS_LINE_3	The PC/ESA-IR/HB customer address as recorded on the PC/ESA-IR/HB claim
PC/ESA-IR/HB_ADDRESS_LINE_4	The PC/ESA-IR/HB customer address as recorded on the PC/ESA-IR/HB claim
PC/ESA-IR/HB_POSTCODE	The postcode as recorded on the PC/ESA-IR/HB customer claim
PC/ESA-IR/HB_TELEPHONE_NO1	The telephone number of the PC/ESA-IR/HB customer as reported on the PC/ESA-IR/HB claim
PC/ESA-IR/HB_TELEPHONE_NO2	The second telephone number (if applicable) of the PC/ESA-IR/HB customer as reported on the PC/ESA-IR/HB claim
PC_APPOINTEE_SURNAME	If appropriate the surname of the Personal/Corporate Acting Body as reported on the PC claim
PC_APPOINTEE_FORENAME_1	If appropriate the forename of the Personal/Corporate Acting Body as reported on the PC claim
PC_APPOINTEE_ADDRESS_LINE_1	If appropriate the address of the Personal/Corporate Acting Body as reported on the PC claim
PC_APPOINTEE_ADDRESS_LINE_2	If appropriate the address of the Personal/Corporate Acting Body as reported on the PC claim

PC_APPOINTEE_ADDRESS_LINE_3	If appropriate the address of the Personal/Corporate Acting Body as reported on the PC claim
PC_APPOINTEE_ADDRESS_LINE_4	If appropriate the address of the Personal/Corporate Acting Body as reported on the PC claim
PC_APPOINTEE_POSTCODE	If appropriate the address of the Personal/Corporate Acting Body as reported on the PC claim
PC_APPOINTEE_TELEPHONE_NO1	If appropriate the telephone number of the Personal/Corporate Acting Body as reported on the PC claim
PC_APPOINTEE_TELEPHONE_NO2	If appropriate the second telephone number of the Personal/Corporate Acting Body as reported on the PC claim

File 2 – The Aggregate file

This shows for your Authority:

Country (England, Scotland or Wales)

Local Authority (the name of your Authority)

LOCAL_AUTHORITY_CODE (the standard lookup code for your authority)

TYF_LA_ID_CODE (the Transfer Your File code for your authority)

For each postcode sector (POSTCODE_OUTWARD_CODE) in a ward (WARD_NAME), (WARD_CODE)

Number of Households in the ward with UC Limited Capability to Work group (HAS_LCW_LATEST_AP)

Number of UC households in the Authority without children

(HHS_NO_CHILDREN_IN_LA)

Number of UC households in the Authority with children

(HHS_WITH_CHILDREN_IN_LA)

Number of children in the Authority in UC households with children

(NO_OF_CHILDREN_IN_LA)

Number of UC households without children in the postcode sector that are below the Free School Meal income threshold and free prescription threshold

(HHS_NO_CHILDREN_PRESC_OR_FSM)

Number of UC households without children in the postcode sector that are below the Free Prescription income threshold (HHS_NO_CHILDREN_PRESC)

Number of UC households without children in the postcode sector that are below the Free School meal income threshold (HHS_NO_CHILDREN_FSM)

Number of UC households with children in the postcode sector that are below the Free School Meal income threshold and free prescription threshold

(HHS_WITH_CHILDREN_PRESC_OR_FSM)

Number of UC households with children in the postcode sector that are below the Free Prescription income threshold (HHS_WITH_CHILDREN_PRESC)

Number of UC households with children in the postcode sector that are below the Free School meal income threshold (HHS_WITH_CHILDREN_FSM)

Number of children in UC households in the postcode sector that are below the Free School Meal income threshold and free prescription threshold (CHILDREN_PRESCRIPTIONS_OR_FSM)

Number of children in UC households in the postcode sector that are below the Free Prescription income threshold (CHILDREN_PRESCRIPTION)

Number of children in UC households in the postcode sector that are below the Free School meal income threshold (CHILDREN_FSM)



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 proposals and consider mitigating action.

Name or Brief Description of Proposal	Acceptance of government funds for Household Support Fund (HSF)
Brief Service Profile (including number of customers)	
The HSF is funded by central government to provide support to families and individuals in particular hardship at a time of rising costs. SCC has been advised that funding will be made available to Local Authorities for the period 1/04/2023 to 31/3/2024.	
Summary of Impact and Issues	
There may be groups who are particularly vulnerable to rising prices even for example large families or single income families. In previous phases of Household Support Fund, it was intended to cover a wide range of low-income households in need including families with children of all ages, pensioners, unpaid carers, care leavers, and people with disabilities. Household Support Fund allows local authorities to provide additional support at a time when some households are struggling with the current cost of living crisis.	
Potential Positive Impacts	
<ul style="list-style-type: none"> • Additional support for families and individuals in need at a time of rising prices. • Enable families to access other support including advice and guidance on benefits and other support they may be eligible for. 	
Responsible Service Manager	Sara Crawford/Maria Byrne
Date	21/02/2023
Approved by Senior Manager	Claire Edgar
Date	21/02/2023

Potential Impact

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Age	Failure to accept and distribute this fund will impact significantly on poorer pensioner households who may be able to access this support.	Accept the funding.
Disability	Failure to accept and distribute this fund will impact significantly on households with a disabled person who may be able to access this support.	Accept the funding.
Gender Reassignment	None identified.	
Marriage and Civil Partnership	None identified.	
Pregnancy and Maternity	Failure to accept and distribute this fund will impact significantly on pregnant women or those unable to work households who may be able to access this support.	Accept the funding.
Race	Failure to accept and distribute this fund will impact significantly on individuals and families from all ethnicities who may be able to access this support.	Accept the funding.
Religion or Belief	None identified.	
Sex	None identified.	
Sexual Orientation	None identified.	
Community Safety	None identified.	
Poverty	Failure to accept and distribute this fund will impact significantly on individuals and families from all parts of the City who are struggling financially and who may be able to access this support.	Accept the funding.
Health & Wellbeing	Failure to accept and distribute this fund will further impact on the health and wellbeing of families and individuals already negatively impacted by the cost of living crisis.	Accept the funding.
Other Significant	None identified.	

Impact Assessment	Details of Impact	Possible Solutions & Mitigating Actions
Impacts		

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DECISION-MAKER:	COUNCIL
SUBJECT:	EXECUTIVE BUSINESS REPORT
DATE OF DECISION:	15 March 2023
REPORT OF:	LEADER OF THE COUNCIL

<u>CONTACT DETAILS</u>			
Executive Director	Title	Chief Executive	
	Name:	Mike Harris	Tel: 023 8083 2882
	E-mail	mike.harris@southampton.gov.uk	
Author:	Title	Policy & Strategy Manager	
	Name:	Romilly Beard	Tel: 023 8083 3310
	E-mail	romilly.beard@southampton.gov.uk	

STATEMENT OF CONFIDENTIALITY
None.

BRIEF SUMMARY	
This report outlines the Executive Business conducted since 16 November 2022.	
RECOMMENDATIONS:	
	(i) That the report is noted.
REASONS FOR REPORT RECOMMENDATIONS	
1.	This report is presented in accordance with Part 4 of the Council's Constitution.
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	
2.	Not applicable.
DETAIL (Including consultation carried out)	
3.	This report outlines the activity of the Executive and activities to progress the priorities.
	Family
4.	The successful Holiday Activity and Food (HAF) programme in Southampton continues to receive national recognition for its diverse and creative programme. These programmes are essential to supporting vulnerable families and those who are eligible for Free School Meals. National funding only provides programmes for Easter, Summer, and Christmas holidays. Through the Housing Support Fund (HSF) programme, we proposed a unique solution to make sure children are supported during more school holidays. With £70,000, we provided a Mini-HAF style provision for the February half term, as well as school voucher support. We also ensured there were warm spaces for families with free food and online training courses. This programme engaged over 5000 pupils and had nearly 92% attendance across the week. The feedback from providers and families was fantastic and the investment in their children and the support offered was really welcomed.
5.	We have agreed on the necessary funding to make sure the Hearing Unit at Newlands Primary school provides suitable specialist education to deaf children. Last year, we approved plans to build this safe purpose-built space. By committing this extra

	funding, the Council will ensure that despite rising inflation and increasing costs, this space will provide quality education for deaf children.
6.	After listening to customer and colleague feedback, our Customer Experience team replaced and enhanced the Southampton Information Directory and related web content with a new Directory of Support Services. The new Directory went live on 31 January 2023. Residents can now enjoy a more user-friendly experience when they navigate the website on their mobiles, tablets, and laptops. On the new-look Directory webpage, there are filters, such as the “family” filter. This filters “family” related support where residents can find details of organisations to support them with childcare, to live independently, SEND support and so much more.
7.	Following a Housing Related Support review, a gap in meeting vulnerable adult needs, regarding hoarding, was identified. The ICU consulted with a range of external and internal partners, such as Adult Social Care Connect and the Hospital Discharge Team. With partners, the team developed a single consistent service offer for hoarders, regardless of whether they are privately housed or a Council tenant. The model is the start of a more coherent and robust offer of support with a focus on early intervention and long-term, sustainable outcomes. The aim is to improve the lives of people who hoard and reduce the impact on multiple Council departments. The model is being funded for two years initially with a further review to be undertaken after 12 months to determine longer-term provisions. The team is also developing a city-wide hoarder’s agreement and forum to promote a joined-up approach with numerous services to ensure more timely intervention.
8.	The Council has been chosen as one of seventy-five local authorities to receive funding from the Department for Education. This funding is to support the development of a Family Hub network in the city, as part of the Start for Life programme. The new Family Hubs will run from the existing Sure Start Centre located across Southampton. They will bring services together to provide a holistic offer that will support families with key issues such as infant feeding, and perinatal mental health and provide parents and carers with tools to nurture their babies and children and improve health and education outcomes for all.
	Safety
9.	The Stronger Communities team has contributed to tackling anti-social behaviour and feelings of vulnerability by placing CCTV cameras on Empress Road, using external Safer Streets funding. Thank you to our Stronger Communities team who are continuing to work closely with the Police to improve safety in this area for residents and businesses.
10.	On top of this, our Community Cohesion Team is working closely with the University of Southampton, Solent University, and the Police to improve lighting and safety along the most commonly used routes for students to and from the city centre. This will also help to provide patrol plans for Police and Street Pastors.
11.	On the 6th of February, the International Day of Zero Tolerance for Female Genital Mutilation (FGM), the Council and many partners supported Youth Hub to host a local event. There was a community lunch, music, and art performances open and free to the public. This event successfully raised awareness about the harmful practices of FGM and the support for people at risk.
12.	We have teamed up with GO! Southampton and other partners in the city to apply for Purple Flag Status. This scheme recognises cities and towns that take measures to ensure their vibrant centres are welcoming and safe destinations for visitors and residents. One assessor said Southampton was one of the cleanest cities they had visited, and it is deemed the most graffiti-free.
	Affordable

13.	Southampton City Council has been using our Sustainable Warmth funding to help improve energy-efficiency measures in homes. This has included home insulation, install air source heat pumps and other measures to help reduce residents' energy bills and to keep their homes warm. We have also paired with the charity, the Environment Centre, to support vulnerable households who are concerned about keeping warm. Residents can register for Healthy Homes support and receive a wealth of advice, such as how to access funding for home energy upgrades. Moreover, as part of our commitment to saving energy and reducing bills for our tenants, we are making sure our council properties are more energy efficient. We are carrying out energy-efficient assessments in council homes across Southampton to provide properties with an Energy Performance Certificate (EPC). These enable us to see how and where we need to make investments in council homes.
14.	Understanding the pressures of the cost-of-living crisis on our residents, we have launched Southampton's Warm Welcome initiative. Southampton's libraries, family hubs and housing-with-care schemes are extending a warm welcome to residents who are concerned about the cost of heating in their homes. In libraries, there is a programme of free activities, access to books, computer facilities and Wi-Fi. Two modern council-run housing with care schemes are also opening their doors to allow the wider community to enjoy activities and a hot lunch at the on-site restaurants. We have also partnered with Wessex Community Bank to offer more financial support to individuals and community groups during this difficult period.
15.	Affordable leisure is important to improve health and well-being. Therefore, I am delighted to announce that the improvements to the much-loved Bike Park at the Outdoor Sports Centre have been completed. This was officially opened on 26 January 2023. The improvements include a new start hill, three all-weathered trails with a dedicated push-up, and a new advanced jump for Southampton residents to enjoy. The works have also formed part of the ongoing partnership between British Cycling and the Council. This will provide a safe and free-of-charge space for residents and visitors of all ages to cycle.
16.	We have a focus on ensuring money made, spent, and generated in the city supports our local economy and brings about social and environmental benefits. Therefore, we awarded Wave Utilities with the wastewater contract and water supply because they committed to meeting social value requirements. They will deliver several ongoing social-based volunteer projects to support schools and communities. This contract is in accordance with our Social Value and Green City Procurement Policy and Southampton Pound initiative.
	Green
17.	I am proud to announce that two of the Property design staff have worked hard to obtain full accreditation as Passivhaus Designers. Passivhaus is an evidence-based solution that provides a range of approaches to delivering net-zero-ready new and existing buildings. Passivhaus buildings ensure little energy is needed for heating and cooling and provide comfort to the occupant. It is fantastic news that two of our design staff have achieved this accreditation and are contributing to the Council's aim to become a sustainable organisation and to achieve net zero by 2030.
18.	The Flood Risk Management Team has successfully delivered a 140-meter length of rock armour revetment at Weston Shore to reduce coastal erosion. This will protect Southampton's only publicly accessible natural coastline from erosion for the next 50 years. With Balfour Beatty Living Places and using local suppliers, they completed this project two weeks ahead of schedule and under budget. Moreover, this project has helped to improve biodiversity in the area with the installation of more than 30 rock pools, several bird and bat boxes, and coastal planting. Using a hybrid generator with additional external solar panels, they reduced the carbon footprint of the project. The community has also contributed by providing donations for materials, such as park benches, and picking up litter.

19.	Our School Streets programme was successfully extended to Swaythling Primary and Bitterne Manor Primary in November. School Streets turn roads into pedestrian/cycle zones at pick-up and drop-off times. This encourages more active travel to and from school by creating a safe space for people to walk, cycle or scoot. It improves air quality whilst making it safer for children by reducing traffic and the risk of road collisions.
20.	The Council worked closely with Southampton Football Club to develop the park-and-ride scheme, which came into operation on the 11 th of January 2023. This scheme is part of our commitment to ease congestion on roads by providing more sustainable travel options for residents and visitors to the city. This supports our local transport plan which aims to make sure there is a system for everyone and a better way to travel.
21.	Southampton Central Station is set for a £5.5 million revamp, which will deliver improved waiting areas, improved taxi rank drop-off facilities and car parks and increased access to sustainable travel options. The Southampton Central Interchange scheme is part of the Council's Transforming Cities Fund programme, aiming to create a greener and more inviting city for everyone.
	Pride
22.	In February, First Bus saw the final running of their City Reds and we would like to express our grateful thanks to their staff who have served this City and given residents decades of invaluable service. First Bus can trace its routes back to 1898 when Southampton Corporation Transport was set up. We now look forward to a new era when our bus services will be provided by Bluestar and we are grateful to their staff for taking on all of First routes to ensure our residents have a connected and resilient bus network. We know our bus network is in good and safe hands.
23.	It is also exciting to share that there have been improvements made to the Southampton City Farm in Millbrook. This is a much-loved farm in the community with volunteer programmes for adults with learning difficulties, educational visits, and community events. Together with our volunteers, Balfour Beatty and our supply chain, we have made some impressive improvements. The team is working hard to develop a new duck pond, renovate the pig pen, paint the farm reception, and much more.
24.	With the success of our Levelling Up Fund bid, the Council will be able to use the awarded £20,000,000 towards a £30,000,000 scheme, to further develop the Outdoor Sports Centre. In a public consultation in 2021, 97% of our residents shared that they would like improvements at the Outdoor Sports Centre. This funding will enable us to deliver for our residents. There will be improvements to the athletics centre, the creation of a new sports pitch, and a focus on making sure sport and exercise are inclusive to all Southampton residents.
25.	As a result of our bid to be a City of Culture, we have secured a £1.57m grant that will ensure Southampton's Culture Trust can deliver a programme of events to transform both Southampton and the region. The Cultural Trust will use this funding, awarded by Arts Council England to strengthen our partnerships, and energise investment in culture, festivals, events, and tourism. We have also secured £2.2 million from Arts Council England to repair and improve the Art Gallery's roof.
26.	In line with our Corporate Plan, we have established the new City Renaissance Board to oversee the development of key areas in the city. This includes the mater-planning of city and district centres, ensuring the plans are adaptive, people-centred and aligned with city, regional and national strategies.
27.	Finally, I am pleased to report that Her Royal Highness, Princess Royal, came to the Civic Centre to officially present the city with its Letter Patent. This official document outlines Southampton's award for Lord Mayor status. Southampton's entry focused on the city's proud and distinct identity, its welcoming and friendly character, its commitment to Mayoralty and the important role it plays in bringing people together. Only two Lord Mayors were appointed by Her Majesty the Queen in the 21st Century, and

	Southampton is the first English city to receive the honour since Exeter in the Queen's Golden Jubilee year of 2002. The awarding of Lord Mayor status also coincided with Southampton celebrating its 800th Mayoral year in 2022 – a special and historic milestone for the city and its people.
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RESOURCE IMPLICATIONS

Capital/Revenue

28. None.

Property/Other

29. None.

LEGAL IMPLICATIONS

Statutory power to undertake proposals in the report:

30. As defined in the report appropriate to each section.

Other Legal Implications:

31. None.

RISK MANAGEMENT IMPLICATIONS

32. None.

POLICY FRAMEWORK IMPLICATIONS

33. None.

KEY DECISION? No

WARDS/COMMUNITIES AFFECTED: All

SUPPORTING DOCUMENTATION

Appendices

1. None.

Documents In Members' Rooms

1. None.

Equality Impact Assessment

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

Data Protection Impact Assessment

Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out. No

Other Background Documents

Other Background documents available for inspection at:

Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
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1. None

