

<b>DECISION-MAKER:</b>	<b>CABINET</b>		
<b>SUBJECT:</b>	<b>PROPOSED SHARED PROVISION OF EMERGENCY PREPAREDNESS, RESILIENCE AND RESPONSE SERVICES WITH PORTSMOUTH CITY COUNCIL</b>		
<b>DATE OF DECISION:</b>	<b>20 FEBRUARY 2018</b>		
<b>REPORT OF:</b>	<b>CABINET MEMBER FOR ENVIRONMENT AND TRANSPORT</b>		
<b><u>CONTACT DETAILS</u></b>			
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<b>STATEMENT OF CONFIDENTIALITY</b>			
Not applicable			
<b>BRIEF SUMMARY</b>			
To recommend entering into an initial five year service level agreement with Portsmouth City Council in relation to the full provision of their emergency preparedness, resilience and response function including the TUPE transfer of existing affected Portsmouth City Council staff into a single, integrated team and onto the Council's payroll.			
<b>RECOMMENDATIONS:</b>			
	(i)	That the Service Director: Transactions and Universal Services be delegated authority to enter into a Service Level Agreement (SLA) with Portsmouth City Council for the provision of a joint emergency preparedness, resilience and response function with effect from 1 <sup>st</sup> April 2018 at the latest for an initial period of 5 years upon such terms and conditions as the Service Director: Transactions and Universal Services considers appropriate.	
	(ii)	That the Service Director: Transactions and Universal Services be delegated authority to employ such staff as are reasonably required to undertake the services under the SLA.	

	(iii)	That following the signing of the SLA and on commencement of the arrangements that the affected Portsmouth City Council staff be transferred under TUPE Regulations to Southampton City Council.
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### **REASONS FOR REPORT RECOMMENDATIONS**

1.	In December 2016 the Southampton City Council Service Lead for Emergency Planning & Business Continuity assumed responsibility for managing the equivalent Portsmouth City Council team at the request of Portsmouth City Council. This 'shared manager' arrangement has been successful and has resulted in cost savings and service improvements for both authorities.
2.	The workload of the Portsmouth City Council and Southampton City Council teams is steadily increasing as more income streams are achieved, incidents occur and national and local expectations increase. Consolidation and restructure will build on the excellent work of the teams (recognised at a national level) and further improve both authorities' ability to effectively respond to emergencies in a timely and positive way.
3.	A shared team will be more resilient to disruption, better able to sustain emergency response for protracted periods and more readily scalable to accommodate increased income generation opportunities.
4.	Though generally positive, the current 'shared manager' arrangement has its limitations. It necessitates the management of two distinct teams and budgets using two sets of distinct systems. This creates inefficiencies; a pooled budget, able to be scrutinised easily by both organisations, will be more transparent, simpler to administer and more responsive to service demands.

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

5.	The alternative to the proposal is not to enter into a service level agreement with Portsmouth City Council but this has been rejected on the basis that the proposed arrangement offers good value for money, economies of scale, resilience, potential savings and increased income for both authorities.
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### **DETAIL (Including consultation carried out)**

6.	It is proposed that a shared emergency preparedness, resilience and response service with pooled budget, hosted by Southampton City Council, is established to benefit both Councils, improving internal effectiveness, resilience and the ability to pursue further commercial opportunities. Emergency preparedness, resilience and response resources in both Councils would be managed as a coherent whole instead of as two distinct entities.
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7.	Though Southampton City Council would be the host authority, the shared service would be a 50/50 partnership with Portsmouth City Council. Governance would be adapted by expanding the remit of the current Southampton City Council Emergency Planning and Business Continuity Board to include appropriate Portsmouth City Council representation. This Board would oversee the direction of the partnership, its budget, and ensure that the interests of both partners are served.
8.	Portsmouth City Council currently employs 3.5FTE staff in relevant roles based at Civic Centre, Portsmouth, including 0.5FTE for the shared manager. Portsmouth City Council staff would transfer to Southampton City Council's employment under TUPE Regulations. Their base of operations would initially remain in Portsmouth to retain a local presence for operational reasons.
9.	Southampton City Council currently employs 3FTE staff in relevant roles based at City Depot, Southampton, including 0.5FTE for the shared manager. Proposals are being consulted upon to restructure these staff, deleting existing posts and replacing them with 3.5FTE posts. The new posts will be based at Southampton's City Depot and will have a broader scope than the existing roles with the aim of increasing service capacity and capability.
10.	Within Southampton City Council, the Organisation Design Board, HR, Finance and Legal teams have been consulted on these proposals. Informal consultation has taken place with recognised unions and all involved staff in both authorities, who were supportive of the proposed changes, prior to 45 days formal consultation with the Southampton City Council employees which started on 8 <sup>th</sup> January 2018.
11.	Hampshire Fire and Rescue Service (HFRS) commented that the proposal was "a positive development" that will "further develop the working relationships and protocols between the unitary authorities and HFRS", building upon the joint work across the authorities to date which "has increased effectiveness and reduced duplication of effort and communication both during planning and responding to incidents".
12.	Hampshire Constabulary welcomed the proposal, commenting that "this is an opportunity to implement good practice across two Solent City areas where a number of 'similar' hazards exist" and that the "continuous support" provided to the emergency services by the two teams working together had "resulted in consistency which was vital to the work being carried out".
13.	South Central Ambulance Service also welcomed the proposal, stating that "this is a positive development and builds upon the Joint Emergency Planning Duty Officer system that was implemented for the two Councils earlier this year, which has increased effectiveness and reduced duplication of effort."

<b>RESOURCE IMPLICATIONS</b>	
<b><u>Capital/Revenue</u></b>	
14.	There will be a £191,000 increase in the annual revenue budget of the service relating to the provision of the Portsmouth service (£156,000) and the proposed changes to Southampton-based staffing (£35,000). This will be off-set in full by the income received from the SLA with Portsmouth City Council (£156,000) and new income streams from the provision of emergency planning professional services to partner agencies (£50,000). Any additional costs will be met from existing cost centre budgets.
15.	Once established, the shared service budget will be managed by the Service Lead for Emergency Planning and Business Continuity and overseen by a joint Emergency Preparedness, Resilience and Response Board.
<b><u>Property/Other</u></b>	
16.	There will not be any property or accommodation implications as Portsmouth based staff will remain accommodated in their existing location at Portsmouth, an arrangement which will be covered in the SLA, and Southampton-based staff will remain in their existing location at City Depot.
<b>LEGAL IMPLICATIONS</b>	
<b><u>Statutory power to undertake proposals in the report:</u></b>	
17.	The councils are entitled to enter into these arrangements by virtue of Section 113 Local Government Act 1972, Section 20 Local Government Act 2000 and the Local Authorities (Arrangements for the Discharge of Functions) Regulations 2000.
<b><u>Other Legal Implications:</u></b>	
18.	There are no other legal implications arising from this proposal.
<b>RISK MANAGEMENT IMPLICATIONS</b>	
19.	This proposal presents no risk to service delivery, in fact the converse is true: it will increase the resources available to both councils to plan for, respond to and recover from emergencies.
<b>POLICY FRAMEWORK IMPLICATIONS</b>	
20.	None.

<b>KEY DECISION?</b>	<b>No</b>
<b>WARDS/COMMUNITIES AFFECTED:</b>	None

<b><u>SUPPORTING DOCUMENTATION</u></b>	
<b><u>Appendices</u></b>	
1	Equality and Safety Impact Assessment
<b>Documents In Members' Rooms</b>	
1	None
<b>Equality Impact Assessment</b>	
<b>Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.</b>	<b>Yes</b>
<b>Privacy Impact Assessment</b>	
<b>Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.</b>	<b>No</b>
<b>Other Background Documents</b> <b>Other Background documents available for inspection at: Not applicable</b>	
<b>Title of Background Paper(s)</b>	<b>Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)</b>
<b>None</b>	