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NOTICE OF MEETING

Meeting	Policy and Resources Select Committee
Date and Time	Thursday, 19th April, 2018 at 10.00 am
Place	Wellington Room, Elizabeth II Court South, The Castle, Winchester
Enquiries to	members.services@hants.gov.uk

John Coughlan CBE
Chief Executive
The Castle, Winchester SO23 8UJ

FILMING AND BROADCAST NOTIFICATION

This meeting may be recorded and broadcast live on the County Council's website. The meeting may also be recorded and broadcast by the press and members of the public – please see the Filming Protocol available on the County Council's website.

AGENDA

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DECLARATIONS OF INTEREST

All Members who believe they have a Disclosable Pecuniary Interest in any matter to be considered at the meeting must declare that interest and, having regard to the circumstances described in Part 3 Paragraph 1.5 of the County Council's Members' Code of Conduct, leave the meeting while the matter is discussed, save for exercising any right to speak in accordance with Paragraph 1.6 of the Code. Furthermore all Members with a Non-Pecuniary interest in a matter being considered at the meeting should consider whether such interest should be declared, and having regard to Part 5, Paragraph 2 of the Code, consider whether it is appropriate to leave the meeting while the matter is discussed, save for exercising any right to speak in accordance with the Code.

3. MINUTES OF PREVIOUS MEETING (Pages 3 - 6)

To confirm the minutes of the previous meeting

4. DEPUTATIONS

To receive any deputations notified under Standing Order 12.

5. CHAIRMAN'S ANNOUNCEMENTS

To receive any announcements the Chairman may wish to make.

6. TRANSFORMATION TO 2019: REPORT NO. 3 (Pages 7 - 24)

To consider a report of the Chief Executive regarding the Transformation to 2019 programme. This report went to Cabinet on 16 April 2018.

7. THE GREAT HALL

To receive a presentation regarding the management of the Great Hall.

8. ANNUAL REPORT OF SCRUTINY (Pages 25 - 36)

To approve the annual report of activity across the scrutiny function for the period April 2017 to March 2018, for submission to full County Council.

9. WORK PROGRAMME (Pages 37 - 44)

To consider the work programme of future topics for consideration by this Select Committee.

ABOUT THIS AGENDA:

On request, this agenda can be provided in alternative versions (such as large print, Braille or audio) and in alternative languages.

ABOUT THIS MEETING:

The press and public are welcome to attend the public sessions of the meeting. If you have any particular requirements, for example if you require wheelchair access, please contact members.services@hants.gov.uk for assistance.

County Councillors attending as appointed members of this Committee or by virtue of Standing Order 18.5; or with the concurrence of the Chairman in connection with their duties as members of the Council or as a local County Councillor qualify for travelling expenses.

Agenda Item 3

AT A MEETING of the Policy and Resources Select Committee of HAMPSHIRE
COUNTY COUNCIL held at the Castle, Winchester on
Monday, 22nd January, 2018

Chairman:
p Councillor Jonathan Glen

Vice Chairman:
p Councillor Keith Evans

p Councillor Ray Bolton
p Councillor Adam Carew
p Councillor Adrian Collett
p Councillor Judith Grajewski
p Councillor Edward Heron
a Councillor Keith House

p Councillor Roger Huxstep
p Councillor Peter Latham
p Councillor Anna McNair Scott
p Councillor Floss Mitchell
p Councillor Bruce Tennent
p Councillor Michael Westbrook

Also present with the agreement of the Chairman: Councillor Roy Perry,
Executive Member for Policy and Resources

26. **APOLOGIES FOR ABSENCE**

Apologies were received on behalf of Cllr Keith House. Cllr Mike Thornton, the Liberal Democrat Substitute Member, attended in his place.

27. **DECLARATIONS OF INTEREST**

Members were mindful that where they believed they had a Disclosable Pecuniary Interest in any matter considered at the meeting they must declare that interest at the time of the relevant debate and, having regard to the circumstances described in Part 3, Paragraph 1.5 of the County Council's Members' Code of Conduct, leave the meeting while the matter was discussed, save for exercising any right to speak in accordance with Paragraph 1.6 of the Code. Furthermore Members were mindful that where they believed they had a Non-Pecuniary interest in a matter being considered at the meeting they considered whether such interest should be declared, and having regard to Part 5, Paragraph 2 of the Code, considered whether it was appropriate to leave the meeting whilst the matter was discussed, save for exercising any right to speak in accordance with the Code.

28. **MINUTES OF PREVIOUS MEETING**

The minutes of the last meeting were reviewed and agreed.

29. **DEPUTATIONS**

No deputations were received at this meeting.

30. CHAIRMAN'S ANNOUNCEMENTS

The Chairman reported that Members of the Children & Young People Select Committee had requested to 'Call In' the decision of the Executive Lead Member for Children's Services regarding proposals to close two overnight residential respite homes for children with disabilities. The Call In meeting was due to take place on 30 January 2018.

31. 2018/19 REVENUE BUDGET REPORT FOR POLICY AND RESOURCES

The Select Committee received a report and supporting presentation from the Chief Executive, Director of Culture, Communities and Business Services, Director of Corporate Resources and Director of Transformation and Governance, regarding the proposed Revenue Budget for 2018/19 for the services within the portfolio of the Executive Member for Policy & Resources (see Item 6 in the Minute Book). As background, the report considered by Cabinet on 11 December 2017 regarding Budget Setting and Provisional Cash Limits 2018/19 was also provided, to provide context for how the budgets had been set for 2018/19.

Members were informed about the latest financial position for the Council overall, and the position for the policy and resources budgets. In terms of the overall position, it was noted that pressures being experienced in Adults and Childrens services meant that there was likely to be a delay in delivery of their savings under the Transformation to 2019 programme. This would impact on capacity to respond to the next round of savings.

For the current budget preparation, it was noted that the council tax threshold prior to requiring a referendum had been raised by 1%. It would be for full Council to consider whether to take advantage of this in setting the council tax rate for Hampshire. A Fair Funding review was underway, however the results were not expected until 2020/21. It was expected that up to 75% of business rates would be retained by 20/21, however the business rates retention policy was based on fiscal neutrality, and would be re-set every few years, so a degree of re-distribution would remain.

Regarding the policy and resources budget, it was noted that this included the budget for Members grants, currently at £8,000 per year per member. This was currently being supported by reserves, following a decision to reduce this budget under Transformation to 2017, and would be subject to review again in 2018.

Members asked questions for clarification and debated the proposals. Members congratulated officers for creating a balanced budget in challenging circumstances.

Following the debate, the Chairman proposed the recommendation, which was carried (with four against) as follows;

RECOMMENDED:

The Policy and Resources Select Committee support the recommendations being proposed to the Executive Member for Policy and Resources to approve for submission to the Leader and the Cabinet:

- The revised revenue budget for 2017/18 as set out in Appendix 1.
- The summary revenue budget for 2018/19 as set out in Appendix 1.

32. **CAPITAL PROGRAMME FOR 2018/19 TO 2020/21**

The Select Committee received a report and supporting presentation regarding the proposed Capital Programme for 2018/19 to 2020/21 for Policy & Resources (see Item 7 in the Minute Book).

Following the debate, the Chairman proposed the recommendation which was carried (4 against) as follows;

RECOMMENDED:

That the Policy and Resources Select Committee supports the recommendations being proposed to the Executive Member for Policy and Resources to approve for submission to the Leader and the Cabinet:

- The capital programme for 2018/19 to 2020/21 as set out in Appendix 1.
- The revised capital programme for 2017/18 as set out in Appendix 2.

33. **ANNUAL IT UPDATE**

The Select Committee received a report on behalf of the Director of Corporate Resources by the Head of IT, providing the annual IT update (see Item 8 in the Minute Book). Members heard about the current context for IT, and activity over the past year. Looking forward, Members heard that priorities over the coming year included exploring opportunities for Robotic Process Automation, complete device refresh for staff, implementation of SharePoint for electronic document and records management and completing implementation of a new wireless network. IT were also heavily involved in supporting the rest of the organisation with Transformation to 2019 initiatives.

Members asked questions for clarification, and heard that it is normal in the IT industry to use contractors to supplement employed staff, to use resource efficiently against time limited projects. It was confirmed that a corporate allocation had been made of £32 million to support the delivery of other department's transformation projects with a dependence on IT.

The desktop delivery model was being reviewed to support mobile working. The Chairman suggested a Member briefing on IT issues for Members when appropriate.

RESOLVED:

That the report is noted.

34. **TRADING STANDARDS TRANSFORMATION TO 2019 SAVINGS**

The Select Committee received a presentation on behalf of the Director of Culture Communities and Business Services, from the Head of Trading Standards (see Item 9 in the Minute Book). Members had requested to hear more about how the Trading Standards service planned to make their savings for the Transformation to 2019 programme.

Trading Standards had a target to make savings of £450,000 equivalent to 22% of their budget. The service was looking at ways to work more efficiently, being an early adopter of mobile devices and considering opportunities for robotic process automation. There were also income generation opportunities, working with businesses to recover the costs of providing support and expertise to them on standards issues.

Members asked questions for clarification. Members heard that an officer had been recruited by the Economy, Transport and Environment Department to focus on fly tipping, and was hosted by Trading Standards due to the link to rogue traders and the intelligence databases the team had access to.

RESOLVED:

That the update is noted.

35. **WORK PROGRAMME**

The Chairman presented the proposed work programme for the Select Committee, as updated since the last meeting (see Item 10 in the Minute Book).

It was noted that an update on the Transformation to 2019 programme could be considered for the April meeting, and the Chairman would meet with officers to consider suitable topics to further populate the work programme.

RESOLVED:

That the Work Programme is agreed, subject to any amendments agreed at this meeting.

Chairman,

HAMPSHIRE COUNTY COUNCIL

Report

Committee/Panel:	Policy & Resources Select Committee
Date:	19 April 2018
Title:	Transformation to 2019 Update
Report From:	Chief Executive

Contact name: John Coughlan

Tel: 01962 846400

Email: john.coughlan@hants.gov.uk

1. Recommendations

- 1.1. That the Policy and Resources Select Committee notes the key points of the Transformation to 2019: Report No.3.

2. Summary

- 2.1. The purpose of this item is for the Policy & Resources Select Committee to maintain an overview of the overall Transformation to 2019 programme, to support the Committee's role to scrutinise 'Relevant Financial Management' (as per the scrutiny responsibilities outlined in Part 2, Chapter 5 of the Constitution).

3. Contextual information

- 3.1. Attached is a report regarding Transformation to 2019: Report No.3. This is due to be considered by Cabinet on 16 April 2018. An update can be provided at the meeting regarding whether Cabinet agreed the recommendations as set out in Section 1 of the report.

CORPORATE OR LEGAL INFORMATION:**Links to the Corporate Strategy**

Hampshire safer and more secure for all:	yes
Corporate Improvement plan link number (if appropriate):	
Maximising well-being:	yes
Corporate Improvement plan link number (if appropriate):	
Enhancing our quality of place:	yes
Corporate Improvement plan link number (if appropriate):	

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

DocumentLocation

None

IMPACT ASSESSMENTS:

1. Equality Duty

1.1. The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Due regard in this context involves having due regard in particular to:

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

1.2. Equalities Impact Assessment:

1.3. This is a covering report. Impact Assessments have been considered as part of the substantive report attached.

2. Impact on Crime and Disorder:

2.1. This is a covering report. Impact Assessments have been considered as part of the substantive report attached.

3. Climate Change:

- a) How does what is being proposed impact on our carbon footprint / energy consumption?

This is a covering report. Impact Assessments have been considered as part of the substantive report attached.

- b) How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts?

This is a covering report. Impact Assessments have been considered as part of the substantive report attached.

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HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	Cabinet
Date:	16 April 2018
Title:	Transformation to 2019: Report No. 3
Report From:	Chief Executive

Contact name: John Coughlan

Tel: 01962 846400

Email: john.coughlan@hants.gov.uk

1. Recommendations

1.1 It is recommended that Cabinet:

- a) Notes the changes to the programme content approved by Full Council at its February meeting in relation to the removal of £5.3m of universal savings proposals covering School Crossing Patrols, Community Transport, Bus Subsidies and Household Waste and Recycling Centres – section 2.
- b) Notes, as a consequence of the above, the adjusted £140m Tt2019 programme breakdown and the individual Department targets - section 3 and Appendix 1;
- c) Notes the latest Tt2019 programme risk assessment, including the early securing of £34m of savings - section 5.
- d) Notes that 7 service specific Tt2019 public consultations are planned to take place before the end of 2018 with 4 of these set to happen in the second half of this year - section 5.
- e) Notes the progress and strong contributions being made by the three enabling projects to the programme; Digital, Productivity and Procurement – section 6.
- f) Approves a sum of £500,000 from central contingencies to provide additional support service capacity as required by the programme and to delegate approval for drawing down this funding to the Chief Executive in consultation with the Director of Corporate Resources and the Executive Member for Policy and Resources – section 7.
- g) Notes that programme progress will continue to be monitored closely and that regular updates will be provided to Cabinet throughout 2018 and beyond – section 8.

- h) Agrees to continue to lobby Government in respect of new charging powers aimed specifically at raising income that will be used to protect important universal services into the future e.g. Household Waste Recycling Centres, or to enable other specific savings proposals not to be implemented or for their impact to be mitigated.

2. Executive Summary

- 2.1 This is the third dedicated Transformation to 2019 (Tt2019) report to Cabinet setting out the latest programme position. In November 2017 Full Council approved a set of savings proposals put forward to enable a predicted budget gap of £140m by April 2019 to be closed against a current overall cash limited budget provision (excluding schools) of approaching £767m.
- 2.2 Full Council approval of the savings proposals and the budget envelope for 2019 followed a summer public consultation exercise that provided an opportunity for residents and stakeholders to express their views on how best the County Council should go about the challenge of balancing a forecast £140m future budget gap. Further to the public consultation process and informed by it, Departments took their specific savings proposals to Select Committee meetings and Executive Member Decision Days in September, and in October, Cabinet approved a Medium Term Financial Strategy and Transformation to 2019 Savings Proposals report which included the outcome of the public consultation exercise.
- 2.3 The October Cabinet report referenced clearly the challenges associated with the Tt2019 programme and made clear that delivery would extend beyond two years but that this would be supported financially by cost of change reserves held by Departments with the exception of Children's Services. The report confirmed that due to the scale of the overall challenge and the increased risk to the timely delivery of the savings, CMT would be carrying out a peer review over the early autumn of the higher risk elements of the programme and would advise accordingly on any changes to the financial support requirements for Tt2019.
- 2.4 The peer review exercise was duly completed and as reported in December 2017, it was estimated that further one-off cash flow support would be required to enable the safe delivery of the Adults element of the programme. This brought the overall Tt2019 cash flow requirement to £40m to support the savings programmes in Adults and Children's which, subject to the careful management of some key risks, are forecast to take four years to deliver. The continued strong financial performance in Adults, including delivery in full of its legacy Tt2017 savings ahead of schedule, provide increasing confidence that some of the estimated £40m will not be called upon in the coming years. That said, the on-going challenges in Children's and the relatively early stage of the Tt2019 programme mean it would be unwise to forecast a lower overall call on the estimated cash-flow requirement for the programme at this point in time. Delivery in the other Departments is set to be contained to two years or, where it will stretch

beyond, the individual Departments will manage the later savings achievement through their own cost of change reserves.

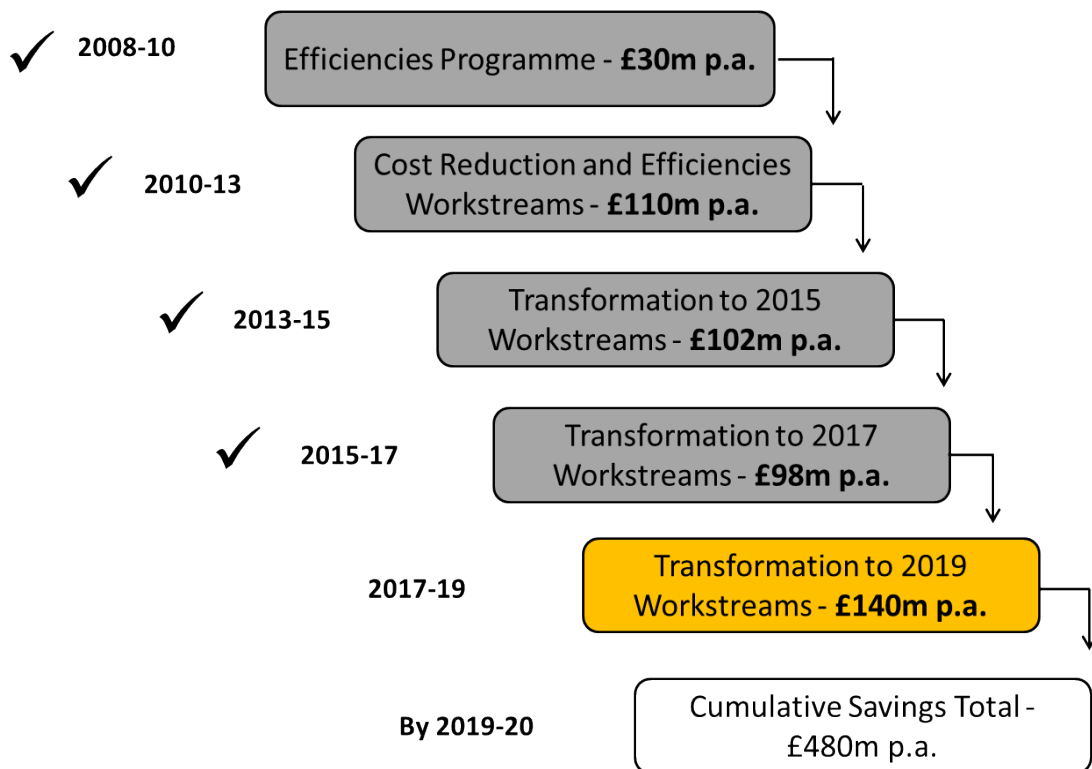
- 2.5 In December 2017 Cabinet were updated on work requested of officers to continue to explore all viable options to revise or refine the October proposals with particular regard to service continuity in areas such as school crossing patrols, community transport, bus subsidies and household waste and recycling centres. These savings options accounted for some £5.3m of the overall programme proposals. The culmination of this work and the development of £2.1m of alternative savings proposals combined with Government allowing local authorities to increase Council Tax by a further 1% (valued at £5.7m of which £3.2m is being used to allow the universal service savings to be withdrawn in full) were reported to Cabinet in early February and paved the way for Full Council to approve changes to the Tt2019 programme at their meeting later in the same month.
- 2.6 The programme focus is now very much orientated to implementation and delivery. Where appropriate, this will include further service specific public consultations where proposals and options for service change will be debated with service users and key stakeholders. Presently, it is envisaged that up to 4 service-specific consultations could be progressed between now and the end of 2018 in addition to those already completed or still live. Early implementation progress has been positive with some £35m of the £140m target secured by the end of February. This includes the full achievement of the £23m of investment and borrowing savings (and a small element of additional council tax income) alongside some early delivery across the different Department programmes.
- 2.7 Resources for the programme are in place and are focused on any number of the more significant programmes of work. This includes deployment of the in-house Transformation team to support Adults and Children's projects as well as specialist I.T input to drive forward the business critical Digital 2 work, which, as previously reported, is a key enabler for Tt2019. Strong progress is also being made with other important enabling projects including 'Enabling Productivity' and 'Strategic Procurement'. These important contributors to Tt2019 are covered in more detail later in this report.
- 2.8 Whilst Departmental resources to support the programme are in place, there are variable impacts on central support services depending on the timing of the different programmes. As part of previous Transformation Programmes, central funding has been provided to help fund additional short term resources as required. This report therefore seeks approval for an allocation of £500,000 that can be drawn down by the Chief Executive in consultation with the Director of Corporate Resources and the Executive Member for Policy and Resources to meet demand pressures as they arise.
- 2.9 In line with previous major cost reduction exercises, Tt2019 progress is being closely monitored and is subject to monthly review by CMT. This ensures that issues, concerns and risks are dynamically responded to and dealt with and also means that benefits realisation and the timely delivery of

savings is consistently in focus, which for this programme, given its later cash flow support demands, is ever more important. Further, it is almost certain that there will be further service demand pressures, particularly in the Social Care Departments into the next decade. This puts an added premium on Tt2019 being delivered in full, and in the most timely manner to put the Council in the best position possible at the commencement of any successor programme.

3. Financial Context

- 3.1 Cabinet has previously noted that each successive programme of 'transformation' in itself is harder than the previous one as the scope for early and easier removal of spending lessens each time. To this end, Tt2019 is set to test the Council like no other programme has to this point.
- 3.2 Throughout the period since 2010 the Council's financial performance has been very strong. This has been evidenced in each and every annual performance report and independently by the external auditor through the annual best value judgement on the Council's financial resilience. The achievement of Tt2017 including the recently confirmed delivery of the Adults programme that was reported to Cabinet in February, mean that some £340m has been removed from budgets since 2010 across the consecutive cost reduction programmes. The achievement of early savings, the careful use of one-off monies and additional recurring provisions to support Social Care demand and complexity have allowed for some targeted re-investment back into services over the same period. This has helped Departments to manage their resources, provide further for one off investment to support the on-going transformation challenge and at the same time maintain and even improve service outcomes and performance.
- 3.3 Whilst performance has been sustained to date, the cumulative impact of numerous savings programmes together with sustained pressure on all Departments, but in particular social care spending, show a different picture beginning to emerge. As we look forward Children's Services are unlikely to remain within their cash limited expenditure position without central financial support and both Children's and Adults are set to exhaust their cost of change reserves in the next two to three years.
- 3.4 The MTFs presented to Cabinet in October 2017 provided the latest overall financial position to 2019/20. The MTFs confirmed that further to the full delivery of Transformation to 2017, the County Council will still be required to achieve an additional £140m of recurring savings by April 2019 from a cash limited overall budget (excluding schools) of some £767m, even after allowing for planned Council Tax rises. The Tt2019 programme will mean a cumulative £480m of cost reduction for the County Council over the past decade per Figure 1 over the page.

Figure 1. Cost Reduction Exercises including the Tt2019 Programme Requirement



4. Tt2019 – Targets and Timeframe

- 4.1 Cabinet approved the overall programme target of £140m and the breakdown of the programme, including Department targets when considering the medium term financial strategy report of the Director of Corporate Resources in June 2016.
- 4.2 It was agreed that £120m of the overall programme should be met by Departments, equating to a further cash limit reduction of some 19% against an overall Department budget provision approaching £767m. The cumulative Tt2019 challenge for the Departments being one third again, the size of what was asked of them for Tt2017. Per the approval of Full Council to remove savings proposals in respect of universal services, the £120m reduction has subsequently been reduced to £117m.
- 4.3 The remaining £23m will be secured from increased investment and council tax income and reduced borrowing costs. In the main this will result from a revision to the accounting practice in respect of the minimum revenue provisions (MRP) for depreciation, but this will also cover management of debt and reserves and also includes part of the extra 1% increase for Council Tax in 2018/19. Positively, these savings have been delivered in full this financial year providing a very solid start to the programme overall. The programme breakdown and individual Department targets, updated to take

account of the recent changes approved by Full Council are shown in Appendix 1.

- 4.4 At their June 2016 meeting, Cabinet also approved the headline programme timetable including an earlier budget setting process that commenced in early Autumn 2017. This has allowed the maximum possible time to plan, work on and implement the range of service changes required to enable the programme to be delivered. As outlined in paragraph 2.4, it is predicted that the entire programme will take up to four years for it to be delivered safely and with minimum disruption and impact to service users and communities.

5. Tt2019 Programme Overview and Early Progress

- 5.1 Departments continue to work hard to ensure that their various projects and overall programmes are robustly planned and resourced in order to provide the right conditions for the continued transformation of services and realisation of savings. This work has included a full risk assessment for each project that builds on what has been done previously but has been added to in order to appropriately reflect the greater scale and complexity of the Tt2019 programme.
- 5.2 Further, CMT completed in early November (paragraph 2.4) a peer review of the higher risk projects and scrutinised the savings delivery profiles for each Department so that the corporate cash flow requirements for the programme overall could be updated and planned for. The latest programme (risk apportionment) position is summarised in the table below and briefly described in the following paragraphs.

Blue	£ 35m
Green	£ 28m
Amber	£ 39m
Red	£ 38m
Total	£140m

- 5.3 Unsurprisingly for this (still) early stage of what is a very challenging programme, a significant proportion (55%) of the overall savings to be achieved sits in the Amber and Red classifications. Given the complexity of any number of the savings areas, the reported position is not an unexpected one. Just under £63m of the cumulative Red and Amber totals relate to Adults and Children's. This equates to nearly three quarters (73%) of their combined programmes. Proportionately, the challenges for ETE, despite the recently approved programme changes, remain almost as challenging with some £11m classified as Amber or Red against an adjusted overall savings requirement of £16m. This represents 69% of the total ETE programme.
- 5.4 The risks for each of the aforementioned Departments are well rehearsed but numerous. The two Social Care Departments continue to experience growth in demand. Transforming these key front line services is notoriously difficult and requires extra time for the changes to be safely implemented without significant disruption to service users and their families. For Adults the demand challenges is in different forms including higher numbers of

younger adults with complex care needs, an increasing amount of people experiencing mental health problems and an aging population that is set to result in a large increase in the 85 year plus population over the next 5 years where frailty and multiple long term conditions are most prevalent. The 85-89 age group is set to rise by 14% or 4,100 people with a bigger rise expected at age 90 and above equating to 4,600 people (a 26% increase). An added dimension of complexity, impacting on social isolation levels and a service delivery perspective, is the sheer scale and rurality of a County such as Hampshire which is the third largest in the Country and has an urban/rural split in the order 20:80. Alongside the demand and service challenges, the Department spent most of February and March preparing for and then being reviewed by CQC as part of a whole system inspection focussed on hospital discharge performance.

- 5.5 For Children's, corporate financial support has already been factored in, both in-year and continuing into 2018/19 to accommodate existing cost pressures in terms of Home to School Transport and Children Looked After. However further work is currently being undertaken to better understand the current rate of increase in Children Looked After and the higher unit costs being experienced in 2017/18. The overall rate of increase in CLA numbers is running at 8% per annum compared to the 5% allowed for in the budget, but worryingly many of these placements are at the more expensive end of provision and price increase over 2016/17 levels are over 15% in some areas. It is inevitable that additional corporate support in future years will be needed and this will be addressed in the update of the MTFS in the summer. For Home to School Transport, an eight week public consultation exercise finished in March around proposed service changes, the results of which are currently being reviewed. Containing and then reducing demand and thus cost in these two key areas will be especially difficult and whilst work programmes have been robustly planned a number of risks will need to be relentlessly managed. These include attracting and maintaining higher number of Social Workers with an overall resource increase of 120 being targeted over the next 2-3 years. Nationally, there is growing recognition that Children's Services are facing financial difficulties that now go beyond the very challenging environment in which Adult Services have been and are operating in. Safely removing £30m from the service, even over an extended four year programme period is going to be especially difficult.
- 5.6 Alongside demand challenges, the Department will also need to manage or work with partners through a range of other key risks including Continuing Health Care funding with the NHS, the increasing budget challenges being faced by Schools', the transition to a new I.T Care Management system and Ofsted inspections in the New Year that will cover both Hampshire and the Isle of Wight. For Children with Disabilities, any final changes to service provision are subject to a planned 2018 service specific public consultation, Member scrutiny and an Executive Member decision.
- 5.7 For ETE, the recent Tt2019 programme changes approved by Cabinet and Full Council in February have seen the removal of some £5.3m of savings proposals relating to universal services including school crossing patrols,

community transport, bus subsidies and household waste recycling centres. After allowing for some substitute proposals, the Department is now working to a revised programme target of £15.8m and within this has some £11m currently classified as Amber or Red. Proposed changes to Street Lighting operations and to some specific bus subsidy areas are set to be consulted on over the second half of this year. Proposed waste related savings will require capital investment, operational changes and improved levels of recyclables via the collection authority arrangements for the financial benefits to be secured.

- 5.8 The risks and issues associated with CCBS and Corporate Services are less significant from a direct service perspective although there are a range of challenges to overcome and work through including timing. Introducing greater levels of self-service, implementing further digital technology initiatives and reducing (and at the same time modernising) the corporate office estate will all combine to improve the Council's overall efficiency and reduce its business operating costs. The different projects themselves will not be straightforward to deliver, especially at a time when so much other service change is also happening. Positively, the on-boarding of three London Boroughs to the high performing shared service arrangements that the Council has successfully implemented and built upon over the past 5 years has begun, with the signing of legal agreements in early January. This expansion, which is in line with a deliberate strategy to grow the shared services platform in a carefully managed way, will bring further resilience to our shared Corporate Services arrangements with partners and welcome recurring income to the Council.
- 5.9 Pleasingly, the Blue and Green classifications already account for a healthy £63m, or 45% of the overall programme requirement. The £35m that is Blue (secured) includes the full £23m of the investment and borrowing component being secured with the remainder covering the early delivery of some smaller projects in each of the different Departments. The Green £28m figure includes the inclusion of the previously announced £18.9m additional 'Better Care Fund' to support Adult Social Care from the beginning of 2019/2020. Over the coming months, progress will continue to be closely monitored alongside further preparation for planned 2018 service specific consultations. This work includes a completed cumulative impact assessment that has considered the savings proposals from a geographical and protected characteristics perspective based on the detail of the changes that is known to date. The exercise will be repeated again later in the year by which time there will be improved clarity regarding certain of the proposals. In total, 7 separate Tt2019 service specific consultations have been planned with two completed (Older Persons Day Services and Home to School Transport), one in train (Short Breaks Activities for Children with Disabilities) and a further four due to happen in the second half of this year including; Street Lighting, Bus Subsidies, Social Inclusion Grants/Contracts and Learning Disabilities Respite Care Services. The 7 service specific consultations account for savings proposals of just over £9m of the overall £140m programme value.

6. Tt2019 Enabling Projects

- 6.1 Key to the success of previous cost reduction programmes, and Tt2019 will be no different, is the contribution that is made from cross cutting enabling projects. The Council's achievements in terms of introducing and exploiting Digital technology is well trailed and the previous Tt2017 programme significantly benefited from the multi-layered, multi-faceted Digital programme that ran alongside it and has resulted in the Council, its staff and residents working from and accessing modern business platforms.
- 6.2 Three cross-cutting enabling projects are, and will continue to make a telling contribution to the success of Tt2019. These include a successor (and bigger) Digital programme of work known as Digital 2, an 'Enabling Productivity' project which is focused on creating the optimum conditions for all staff, managers and front line, to improve individual productivity levels and lastly a Council wide Strategic Procurement programme of work that is set to enable Departments to maintain and/or improve service outcomes whilst reducing the overall external spend which currently exceeds £600m.
- 6.3 As the Tt2019 programme develops, Cabinet and Council Members will be updated on the progress and achievements of the individual work programmes in these different areas. All three have the propensity to significantly contribute to the successful delivery of Tt2019 and together will ensure the Council's modernisation agenda towards high class, efficient back office functions and high quality, customer-orientated front line services continues successfully and at pace.
- 6.4 In the past quarter, strong progress has been made within the Digital 2 programme in terms of Robotics Processing Automation (RPA). All Departments have been engaged in looking at business processes that can benefit in whole, or in part, from RPA and a number of different projects are set to be taken forward that will deliver greater efficiency and a reduced staffing requirement for some of the Council's more repetitive administrative tasks. In the Enabling Productivity programme, purchase orders have been signed for the deployment of just under 6,000 mobile devices that will be rolled-out to staff during 2018. An early device deployment to Social workers and associated staff in Children's Services has already delivered a number of business benefits and improved outcomes and user experiences for clients. The learnings from this deployment are being captured and will be used to inform other roll-outs to front line staff in other parts of the Council. In both of the above examples, a slicker, more commercial approach to procurement has been an important enabler in the progress that has been made.

7 Programme Resources

- 7.1 The County Council has successfully implemented a savings strategy that seeks to make savings early and then use the spare resources that are generated to fund the next phases of transformation activity. Departmental cost of change reserves have been built up over time and are used to both

implement savings and fund any slippage in the programme where there are recognised delays in implementing savings proposals.

- 7.2 In previous Transformation Programmes an assessment has also been made about the potential impact of the Programme on the demand for central support services such as Property, Procurement, HR and Communications and Marketing. However, it is often more difficult to assess this impact across the whole programme and to easily identify when pinch points might occur and when additional resources need to be built in.
- 7.3 In line with previous Programmes therefore, this report requests that a sum of £500,000 be earmarked from central contingencies to provide extra short term capacity within central support services as and when demand pressures arise that cannot be managed within existing resources. In order to provide maximum flexibility and speed of access, it is also recommended that delegated authority be given to the Chief Executive in consultation with the Director of Corporate Resources and the Executive Member for Policy and Resources to draw down this funding as required.

8 Conclusion

- 8.1 Despite impressively strong and consistent financial performance over many years, further to last year's finance settlement for Local Government, the County Council is facing a forecast budget gap of some £140m by 2019/20 that requires closing. This is after safely removing £340m of savings over the past seven years and within that, delivering in full on the latest Tt2017 programme.
- 8.2 Following a public consultation exercise that sought views from the public and key stakeholders on a range of different options for closing the budget gap, Full Council approved a full set of savings proposals in November 2017 further to Select Committees and Executive Members consideration in September and a consolidated report to Cabinet in October.
- 8.3 Notwithstanding the decisions made, the savings proposals, as developed, did contain a number of specific challenging service changes particularly in terms of universal services covering School Crossing Patrols, Community Transport, Bus Subsidies and Household Waste Recycling Centres. To this end, at their October meeting, Cabinet requested officers to continue to explore all viable options to revise or refine these proposals wherever possible.
- 8.4 In December 2017 Cabinet were updated on this work, the culmination of which has subsequently resulted in the development of £2.1m of alternative savings proposals. Taken together with Government allowing local authorities to increase Council Tax by a further 1% (valued at £5.7m of which £3.2m is being used to withdraw savings) February Cabinet agreed to recommend to Full Council the removal of £5.3m of universal savings in respect of the service areas referred to in paragraph 8.3, recommending

also that Full Council agree to raise Council Tax in 2018/19 by the extra 1%. Full Council duly approved the Cabinet recommendations at their February meeting.

- 8.5 Alongside the formal budget setting stages, Departments have been working hard to ensure robust plans are in place for each of their Tt2019 projects and that the right capacity and capability is aligned to the different transformation activity so that the associated savings can be delivered in a timely manner. This work has included a detailed risk assessment exercise and a review of the savings profile by project (and overall) to ensure that the corporate cash flow support requirements to support later delivery are clear and able to be planned for. As reported previously, the estimated cash-flow support requirement for the programme is £40m.
- 8.6 The continued strong financial performance in Adults, including delivery in full of its legacy Tt2017 savings ahead of schedule, provide increasing confidence that some of the estimated £40m will not be called upon in the coming years. That said, the on-going challenges in Children's and the relatively early stage of the Tt2019 programme mean it would be unwise to forecast a lower overall call on the estimated cash-flow requirement at this point in time.
- 8.7 Tt2019 progress is being closely monitored and is subject to monthly review by CMT. This ensures that issues, concerns and risks are dynamically responded to and dealt with and also means that benefits realisation and the timely delivery of savings is consistently in focus, which for this programme, given its cash-flow support demands, is ever more important. Further, it is almost certain that there will be further service demand pressures, particularly in the Social Care Departments into the next decade. This puts an added premium on Tt2019 being delivered in full and in the most timely manner to put the Council in the best position possible at the commencement of any successor programme.
- 8.8 Early programme progress has been encouraging with £35m of savings already secured to the end of January. £23m of this figure relates to the full achievement of investment and borrowing savings, together with an element of increased council tax income. The remainder flows from some early delivery in each of the different Departments. Pleasingly, the three Tt2019 enabling programmes; Digital 2, Enabling Productivity and Strategic Procurement are all progressing well and the contributions from these will continue to evolve and be more influential as the programme develops. CMT are monitoring the programme on a monthly basis and progress reports will be presented regularly to Cabinet throughout 2018 and beyond.

CORPORATE OR LEGAL INFORMATION:**Links to the Corporate Strategy**

Hampshire safer and more secure for all:	No
Corporate Improvement plan link number (if appropriate):	
Maximising well-being:	No
Corporate Improvement plan link number (if appropriate):	
Enhancing our quality of place:	No
Corporate Improvement plan link number (if appropriate):	

Other Significant Links

Links to previous Member decisions:	
<u>Title</u>	<u>Date</u>
Transformation to 2019 – Report No. 1	27 October 2014
Medium Term Financial Strategy Update and Transformation to 2019 Proposals	16 October 2017
Budget Setting and Provisional Cash Limits 2018/19	11 December 2017
Transformation to 2019 – Report No 2	11 December 2017
Revenue Budget and Precepts 2018/19	5 February 2018
Direct links to specific legislation or Government Directives	
<u>Title</u>	<u>Date</u>
Section 100 D - Local Government Act 1972 - background documents	
The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)	
<u>Document</u>	<u>Location</u>
None	

IMPACT ASSESSMENTS:

1. Equality Duty

1.1. The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Due regard in this context involves having due regard in particular to:

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

1.2. Equalities Impact Assessment:

It is to be expected that each theme/workstream will have an impact on staff and communities. To ensure that the Council meets its statutory equality duties, each theme/workstream will be asked to consider potential differential impacts on people and communities. Detailed Equality Impact Assessments will be carried out on the implementation plans as appropriate.

2. Impact on Crime and Disorder:

2.1.

3. Climate Change:

3.1. How does what is being proposed impact on our carbon footprint / energy consumption?

- a) How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts

T19 – Latest Programme Financial Targets Updated to Reflect Changes Recently Approved (Feb 2018) By Cabinet and Full Council

Table 1 - Programme Financial Targets

Department	£m's
Adults	55.9
Children's	30.1
ETE	15.8
CCBS	6.3
Corporate Services	7.9
P&R Other	0.8
Programme Sub Total	116.8
Investment and Borrowing	23.2
T19 Overall Programme Total	140.0

HAMPSHIRE COUNTY COUNCIL

Report

Committee/Panel:	Policy & Resources Select Committee
Date:	19 April 2018
Title:	Scrutiny Annual Report
Report From:	Director of Transformation and Governance – Corporate Services

Contact name: Marie Mannveille, Scrutiny Officer

Tel: 01962 845018

Email: marie.mannveille@hants.gov.uk

1. Recommendation

1.1. That the Policy & Resources Select Committee approve the attached summaries of the work of each Select Committee over the past year, for submission to County Council as the Scrutiny Annual Report.

2. Summary

2.1. Under the Hampshire County Council Constitution, it is the role of the Policy & Resources Select Committee to submit an annual report on the work of the scrutiny function to County Council.

2.2. Attached is a summary of the work of the following Select Committees covering the period April 2017 to March 2018: Children & Young People Select Committee, Culture & Communities Select Committee, Economy Transport & Environment Select Committee and the Policy & Resources Select Committee.

2.3. The Health and Adult Social Care Overview and Scrutiny Committee reports to full Council separately.

2.4. The summary for each Select Committee has been agreed by the respective Chairman.

CORPORATE OR LEGAL INFORMATION:**Links to the Strategic Plan**

Hampshire maintains strong and sustainable economic growth and prosperity:	no
People in Hampshire live safe, healthy and independent lives:	no
People in Hampshire enjoy a rich and diverse environment:	no
People in Hampshire enjoy being part of strong, inclusive communities:	no
OR	
This proposal does not link to the Strategic Plan but, nevertheless, requires a decision because:	
This is not a decision report. An annual report of the scrutiny function is a requirement of the Constitution.	

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

DocumentLocation

None

IMPACT ASSESSMENTS:

1. Equality Duty

1.1. The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Due regard in this context involves having due regard in particular to:

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

1.2. Equalities Impact Assessment:

1.3. This report is a review of activity over the past year, it is not making any proposals, therefore an impact assessment is not relevant.

2. Impact on Crime and Disorder:

2.1. This report is a review of activity over the past year, it is not making any proposals, therefore an impact assessment is not relevant.

3. Climate Change:

- a) How does what is being proposed impact on our carbon footprint / energy consumption?
- b) How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts?

3.2. This report is a review of activity over the past year, it is not making any proposals, therefore an impact assessment is not relevant.

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Scrutiny Annual Report: April 2017 to March 2018

Select Committee: Children and Young People

Report of Chairman: Councillor Ray Bolton

Light Touch Reviews undertaken / outcomes being monitored: None this period

Statutory Duties Undertaken: None this period

Pre-scrutiny of Significant Executive Decisions:

Overnight Residential Respite Homes for Children with Disabilities:

The Select Committee scrutinised prior to decision, the proposals to close two overnight residential respite homes for children with disabilities as the County Council moves towards a wider range of overnight respite services. The report set out the outcomes of the public consultation to close Merrydale and Sunbeams and the proposals to offer a wider sustainable overnight residential respite service to disabled children and their families. Significant questioning and debate was held, with the Select Committee resolving to support the proposals (later agreed by the Executive Lead Member for Children's Services).

Call-in of Significant Executive Decisions:

Amalgamation of Fort Hill Community School and Cranbourne Business and Enterprise College, Basingstoke - The call-in of the Amalgamation of Fort Hill Community School and Cranbourne Business and Enterprise College, Basingstoke decision was requested by a quorum of the Select Committee on 10 July 2017, but not recommended following a vote by the Select Committee.

Proposals to close two overnight residential respite homes for children with disabilities

- The call-in of proposals to close two overnight residential respite homes for children with disabilities was requested by a quorum of the Select Committee on 30 January 2018, but not recommended following a vote by the Select Committee.

Referrals: None this period

Scrutiny of Budgets and Performance:

Transformation to 2019 – Revenue Savings Proposals

The Select Committee considered the savings proposals for Children's Services, developed as part of the Transformation to 2019 programme, including feedback from the Balancing the Budget consultation, and an overview of the Department's success in the Transformation to 2017 savings. Following debate, the Select Committee agreed to support the submission to Cabinet of the proposed savings options.

Revenue Budget for Children's Services 2018/19

The revenue budget for Children's Services for 2018/19 outlined the overall County Council financial position, and reviewed the savings made as part of 'Transformation to 2019'. The position in relation to the local government grant settlement was reviewed, as well as other budget-related matters. The priorities and challenges for the Department were highlighted for the coming year, and the Select Committee

resolved to support the recommendations being proposed to the Executive Lead Member for Children's Services.

Capital Programme for Children's Services 2018/19 – 2020/21

The capital programme for Children's Services for 2018/19 – 2020/21 was considered by the Select Committee, where the approaches to funding the demand for additional school places were focused upon. Members explored the impact on the capital programme of additional need, inflation challenges and concerns regarding construction. The Select Committee resolved to support the recommendations being proposed to the Executive Lead Member for Children's Services.

Policy Review: None this period

Questioning and exploring areas of interest and concern:

The Select Committee received items on the following issues:

- Attainment of Children and Young People in Hampshire Schools
- Changes to Early Years Free Hours Entitlements
- Changes to the School Funding Formula
- Children with Disabilities Services
- Special Educational Needs and Disability Reforms – Hampshire Area Post-Implementation Update

Upcoming topics: The following topics feature on the Select Committee's Work Programme:

- Child and Adolescent Mental Health Services (CAMHS)
- Family Support Service
- Hampshire Ethnic Minority and Traveller Achievement Service
- Home to School Transport
- Religious Education in Hampshire and Living Difference III
- Revenue and Capital Budgets 2019/20
- School Attainment
- Special Educational Needs and Disability (SEND) Reform – Implementation Update
- Short Breaks

Scrutiny Annual Report: April 2017 to March 2018

Select Committee: Culture and Communities

Report of Chairman: Councillor Anna McNair Scott

Light Touch Reviews undertaken / outcomes being monitored: None in this period

Statutory Duties Undertaken: Not applicable to this committee

Pre-scrutiny of Significant Executive Decisions:

Grant Funding for Culture and Community Organisations in Hampshire 2018/2019

In November 2017 the Select Committee considered the proposed major grant funding for cultural and community organisations in Hampshire for 2018/19. The Committee supported the recommendations to the Executive Member for Culture Recreation and Countryside.

Call-in of Significant Executive Decisions: None in this period

Referrals: None in this period

Scrutiny of Budgets and Performance:

2018/19 Revenue Budget for Culture, Recreation and Countryside

The revenue budget for Culture, Recreation and Countryside for 2018/19 outlined the overall County Council financial position, and reviewed the savings made as part of 'Transformation to 2019'. The position in relation to the local government grant settlement was reviewed, as well as other budget-related matters. The priorities of the services were highlighted for the coming year. Members resolved to support the recommendations being proposed to the Executive Member for Culture, Recreation and Countryside.

Policy Review: None in this period

Questioning and exploring areas of interest and concern:

The Committee received items on the following issues:

- Country Parks Transformation Programme
- Energise Me update
- Future Management of the Countryside Estate
- Hampshire Cultural Trust update
- Basingstoke Canal – Future Direction
- Library Strategy to 2020

Upcoming topics: The following topics feature on the Select Committee's Work Programme:

- Records Office and Archiving update
- Energise Me Update
- Revenue and Capital budgets 2019/20
- Hampshire Cultural Trust update

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Scrutiny Annual Report: April 2017 to March 2018

Select Committee: Economy Transport and Environment

Report of Chairman: Councillor Floss Mitchell

Reviews undertaken / outcomes being monitored:

Concessionary Fares – In November 2016 the Select Committee scrutinised a proposed change in policy that included stopping the automatic renewal of older persons passes that had not been used for 6 months. The Committee asked to review the impact of this change after it was implemented, and received a report in November 2017. The Committee was satisfied that only a small number of people whose passes were not renewed had subsequently applied to renew their passes, and therefore a saving had been made.

Road Safety – Following scrutiny of a change in policy in 2016 regarding road casualty reduction, the Select Committee resolved to set up a task and finish group to look in to road safety. This coincided with a referral of this topic from the Policy & Resources Select Committee, following consideration of performance information in June 2017 that showed an increase in the number of people killed and seriously injured on the roads. A cross party group of members was established in September 2017, and held meetings between November 2017 and March 2018. Recommendations arising from this review are due to be put forward to the Select Committee at its April 2018 meeting.

Statutory Duties Undertaken: Not applicable to this committee

Pre-scrutiny of Significant Executive Decisions:

Strategic Transport: Hampshire's Priorities – At the September 2017 meeting the Select Committee considered a report regarding strategic transport funding and policy prior to a decision of the Executive Member for Environment and Transport. Following debate, the Select Committee supported the recommendations being made to the Executive Member.

Call-in of Significant Executive Decisions: None in this period

Referrals: Road Safety topic referred from Policy & Resources Select Committee (see above).

Scrutiny of Budgets and Performance:

Economy Transport & Environment Department Transformation to 2019 Revenue Savings Proposals – At the September 2017 meeting the Select Committee pre-scrutinised the proposed savings under the Transformation to 2019 programme within the remit of this Committee. Following debate, the Select Committee supported the proposals to the Executive Member for Economic Development and Executive Member for Environment and Transport.

Economy Transport & Environment Department Revenue and Capital Budget – at the January 2018 meeting the Select Committee pre-scrutinised the 2018/19 budget proposals for the Economy Transport and Environment Department. Following debate, the Select Committee supported the proposals to the Executive Member for Economic Development and Executive Member for Environment and Transport.

Policy Review:

Waste Strategy – At the November 2017 meeting, the Select Committee considered a report regarding a revised overall strategic direction for waste management in Hampshire. Following debate the Select Committee supported the proposed direction to the Executive Member for Environment and Transport. A follow up briefing on waste management was provided in March 2018, to update Members on the latest thinking.

Questioning and exploring areas of interest and concern:

The Committee received items on the following issues:

- Introduction to Scrutiny – at the June 2017 meeting the Select Committee received a presentation on scrutiny, as it was the first meeting of the Committee in a new administration.
- Introduction to Economy Transport and Environment Department Functions – at the June 2017 meeting the Select Committee received a presentation on the services within the Committee’s remit, as it was the first meeting of the Committee in a new administration.
- Air Pollution and Air Quality – at the November 2017 meeting the Select Committee received a report on air pollution and air quality.
- Highway Maintenance – in December 2017 a briefing was held for Select Committee Members regarding managing a declining highway network

Upcoming topics: The following topics feature on the Select Committee’s Work Programme:

- Transformation to 2019 savings for Economy Transport & Environment Department
- Review of 20mph speed limit pilots
- Update on Fly Tipping, following strategy agreed in March 2017

Scrutiny Annual Report: April 2017 to March 2018

Select Committee: Policy and Resources

Report of Chairman: Councillor Jonathan Glen

Light Touch Reviews undertaken / outcomes being monitored: None this period

Statutory Duties Undertaken:

Crime and Disorder - This Select Committee has the remit to cover the statutory duty to scrutinise Crime and Disorder issues as per the Police and Justice Act 2006 (However, this does not cover the Police and Crime Commissioner, who is held to account by the Police and Crime Panel). At the November 2017 meeting, the Select Committee considered crime and disorder issues. The Select Committee received an update on Phase Two (2015-20) of Hampshire's Supporting Families Programme (SFP), part of the national Troubled Families Programme.

Pre-scrutiny of Significant Executive Decisions: None this period

Call-in of Significant Executive Decisions: None this period

Referrals: None this period

Scrutiny of Budgets and Performance:

End of Year Financial Report – At the June 2017 meeting the Select Committee considered the 2016/17 End of Year Financial Report

Transformation to 2019 – At the June 2017 meeting the Select Committee considered a report setting out the overall Transformation to 2019 Programme. The Select Committee made a recommendation to Cabinet to lobby central government to re-consider the austerity measures impacting on local government. At the September 2017 meeting the Select Committee considered the Transformation to 2019 revenue savings proposals for the Policy & Resources budgets prior to decision by the Executive Member for Policy & Resources. Following debate the Select Committee supported the proposals to the Executive Member.

Annual Corporate Performance Report – At the June 2017 meeting the Select Committee considered the Shaping Hampshire 2016/17 Year End Performance Report. The number of people killed or seriously injured on Hampshire roads was identified as a performance concern, and the Select Committee referred this issue to the Economy Transport & Environment Select Committee for further consideration.

Serving Hampshire Strategic Plan for 2017 To 2021 – At the June 2017 meeting the Select Committee considered the Strategic Plan for the period of this administration.

Medium Term Financial Strategy – at the November 2017 meeting the Select Committee received an update on the Medium Term Financial Strategy

Budget Setting – At the January 2018 meeting the Select Committee considered a report on budget setting and provisional cash limits for 2018/19 that had been considered by Cabinet in December 2017.

Revenue Budget for Policy and Resources for 2018/19 and the Proposed Capital Programme for Policy and Resources for 2018/19 to 2020/21– At the January 2018 meeting the Select Committee pre-scrutinised the proposed revenue budget for policy and resources for 2018/19 and the proposed capital programme for policy and resources for 2018/19 to 2020/21. Following debate the proposals were supported to the Executive Member for Policy and Resources.

Policy Review: None this period

Questioning and exploring areas of interest and concern:

The Committee received items on the following issues:

- *Introduction to Scrutiny* – at the June 2017 meeting the Select Committee received a presentation on scrutiny, as it was the first meeting of the Committee in a new administration
- *Annual IT Update* – at the January 2018 meeting the Select Committee received an update on IT developments
- *Trading Standards* – at the January 2018 meeting the Select Committee received a presentation on how the Trading Standards Service was approaching making savings under Transformation to 2019, as requested by the Select Committee when the Policy & Resources Transformation to 2019 savings were considered

Management of the Scrutiny Function/Oversight of Other Scrutiny Committees:

The Policy & Resources Select Committee has a remit to manage the work taking place across the scrutiny function. One of the ways this is achieved is through oversight of proposals to establish task and finish groups by other Select Committees.

Upcoming topics: The following topics feature on the Select Committee's Work Programme:

- Annual Corporate Performance Review
- Annual Budget Scrutiny
- Annual IT Update
- Annual Crime and Disorder Scrutiny
- Transformation to 2019 monitoring

HAMPSHIRE COUNTY COUNCIL

Report

Committee:	Policy & Resources Select Committee
Date:	19 April 2018
Title:	Work Programme
Report From:	Director of Transformation & Governance – Corporate Services

Contact name: Marie Mannveille, Scrutiny Officer

Tel: 01962 845018

Email: marie.mannveille@hants.gov.uk

1. Summary

1.1. The purpose of this item is to provide the work programme of future topics to be considered by this Select Committee.

2. Recommendation

That the Policy & Resources Select Committee approve the attached work programme.

CORPORATE OR LEGAL INFORMATION:**Links to the Strategic Plan**

Hampshire maintains strong and sustainable economic growth and prosperity:	no
People in Hampshire live safe, healthy and independent lives:	yes
People in Hampshire enjoy a rich and diverse environment:	no
People in Hampshire enjoy being part of strong, inclusive communities:	yes

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

Document

Location

None

IMPACT ASSESSMENTS:

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1.1. The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

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Due regard in this context involves having due regard in particular to:

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

1.2. Equalities Impact Assessment:

1.3. This is a forward plan of topics under consideration by the Select Committee, therefore this section is not applicable to this report. The Committee will request appropriate impact assessments to be undertaken should this be relevant for any topic that the Committee is reviewing.

2. Impact on Crime and Disorder:

2.1. This is a forward plan of topics under consideration by the Select Committee, therefore this section is not applicable to this report. The Committee will request appropriate impact assessments to be undertaken should this be relevant for any topic that the Committee is reviewing.

3. Climate Change:

- a) How does what is being proposed impact on our carbon footprint / energy consumption?
- b) How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts?

This is a forward plan of topics under consideration by the Select Committee, therefore this section is not applicable to this report. The Committee will consider climate change when approaching topics that impact upon our carbon footprint / energy consumption.

WORK PROGRAMME – POLICY & RESOURCES SELECT COMMITTEE

Topic	Issue	Reason for inclusion	Status and Outcomes	19 April 2018	13 June 2018	1 Nov 2018	18 Jan 2019
<p>Overview/Pre-Scrutiny - <i>To maintain an overview of Policy and Resources issues, and to consider proposed scrutiny topics for inclusion in the work programme.</i></p>							
Pre-scrutiny	Revenue and Capital Budget	To pre scrutinise the budget proposals for the Policy & Resources portfolio, prior to approval by the Executive Member.	Budget considered annually in January. (in recent years this committee has also received the budget setting item at the January meeting for additional context)				✓
Overview	Performance	To monitor how performance is managed corporately, and consider the performance information to support identification of areas to focus scrutiny.	Members requested to consider the performance report annually. Last received June 2017, next update expected summer 2018.		✓		
Overview	IT developments and issues (including Digital Strategy)	Monitoring contribution of IT to change programmes, major projects (e.g. rural broadband) and policy issues in relation to underpinning council services (e.g. disaster recovery plans)	Update has been considered annually. Last update received Jan 2018, next update due Jan 2019. At Sept 2017 meeting requested further detail on IT savings under T19 programme.				✓

Topic	Issue	Reason for inclusion	Status and Outcomes	19 April 2018	13 June 2018	1 Nov 2018	18 Jan 2019
Overview	Budget Monitoring	<p>(a) Final Accounts considered at summer meeting, to see how the budget was managed for the year compared to plan.</p> <p>(b) Medium Term Financial Strategy – considered when appropriate to provide longer term financial context.</p> <p>(c) Planning for the 2019/20 budget gap</p>	<p>(a) Last considered June 2017</p> <p>(b) MTFS last considered Nov 2017.</p> <p>(c) ‘transformation to 2019’ update received June 2017.</p>	✓(c)	✓(a)		

Topic	Issue	Reason for inclusion	Status and Outcomes	19 April 2018	13 June 2018	1 Nov 2018	18 Jan 2019
Scrutiny Review - <i>to scrutinise, in-depth, priority areas agreed by the Committee</i>							
None at this time							
Real-time Scrutiny - <i>to scrutinise light-touch items agreed by the Committee, through working groups or items at formal meetings.</i>							
Consultation Policy	Whether improvements could be made to how the County Council engages with the public.	Members were aware of examples of consultations that had not been well received by the public, and wanted to review corporate guidance on consultations.	Working group reported to July 2014 meeting and recommended to Cabinet. Cabinet agreed new policy Feb 2015. Review of implementation April 2016. To retain for future update, timing tbc				

Topic	Issue	Reason for inclusion	Status and Outcomes	19 April 2018	13 June 2018	1 Nov 2018	18 Jan 2019
Crime & Disorder	Duty to review, scrutinise, and report on the decisions made, and actions taken by 'responsible authorities' under the Crime and Disorder Act.	This duty passed from the Safe & Healthy People Select Committee to this committee in May 2014	Introductory item on crime and disorder received at Oct 2014 meeting. Update on crime & disorder work (domestic abuse focus) received at Nov 2015 meeting. Update (with Prevent focus) Nov 2016 and short introduction from PCC. Supporting Troubled Families focus Nov 2017.			✓	
Monitoring Scrutiny Outcomes - to examine responses to the Committee's reports or comments and check on subsequent progress.							
Collation of Annual Report of Select Committee activity	To support oversight of the scrutiny function, and the role of this committee to ensure scrutiny activity is having impact and being evaluated.	The constitution requires that this committee report to full Council annually providing a summary of the activity of the select committees	In recent years this has been prepared by financial year. Report for 2016/17 presented to July 2017 full Council.	✓			

Other requests: Spring 2018 'Hampshire to 2050' Commission announced, Chairman request output comes to the Select Committee. Possible timing Summer 2019.

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