

Public Document Pack



NOTICE OF MEETING

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| Meeting | Policy and Resources Select Committee |
| Date and Time | Tuesday, 19th January, 2021 at 10.00 am |
| Place | Remote Meeting |
| Enquiries to | members.services@hants.gov.uk |

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

FILMING AND BROADCAST NOTIFICATION

This meeting is being held remotely and will be recorded and broadcast live via 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 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 Personal Interest in a matter being considered at the meeting should consider, having regard to Part 5, Paragraph 4 of the Code, whether such interest should be declared, and having regard to Part 5, Paragraph 5 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 5 - 8)

To confirm the minutes of the previous meeting held on 5 November 2020.

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. 2021/22 REVENUE BUDGET REPORT FOR CORPORATE SERVICES
(Pages 9 - 24)

To pre-scrutinise the proposed revenue budget for Corporate Services for 2021/22 prior to the decision being taken by the Executive Member for Policy and Resources on 19 January 2021.

7. 2021/22 REVENUE BUDGET REPORT FOR CULTURE, COMMUNITIES AND BUSINESS SERVICES (Pages 25 - 44)

To pre-scrutinise the proposed revenue budget for Culture, Communities and Business Services for 2021/22 prior to the decision being taken by the Executive Member Commercial Strategy, Human Resources and Performance on 19 January 2021.

8. 2021/22 TO 2023/24 CAPITAL PROGRAMME REPORT FOR CCBS
(Pages 45 - 72)

To pre-scrutinise the proposed capital programme Culture, Communities and Business Services prior to the decision being taken by the Executive Member for Commercial Strategy, Human Resources and Performance on 19 January 2021.

9. SERVING HAMPSHIRE – 2020/21 HALF YEAR PERFORMANCE REPORT (Pages 73 - 114)

To consider a report of the Chief Executive providing strategic oversight of the County Council's performance during the first half of 2020/21 against the Serving Hampshire Strategic Plan for 2017-2021.

10. ANNUAL IT UPDATE (Pages 115 - 122)

To consider a report of the Director of Corporate Resources giving an update on the main IT activity over the past year and summaries the priorities ahead.

11. WORK PROGRAMME (Pages 123 - 130)

To consider the Committee's forthcoming Work Programme.

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 observe the public sessions of the meeting via the webcast.

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AT A MEETING of the Policy and Resources Select Committee of HAMPSHIRE COUNTY COUNCIL held at the Castle, Winchester on Thursday, 5th November, 2020

Chairman:

* Councillor Jonathan Glen

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| Councillor Keith Evans | * Councillor Jackie Porter |
| Councillor Adam Carew | * Councillor Bruce Tennent |
| Councillor Fran Carpenter | * Councillor Michael Westbrook |
| * Councillor Adrian Collett | * Councillor Bill Withers Lt Col (Retd) |
| * Councillor Roger Huxstep | * Councillor Christopher Carter |
| * Councillor Peter Latham | |
| * Councillor Anna McNair Scott | |
| * Councillor Kirsty North | |
| * Councillor Russell Oppenheimer | |

Also present with the agreement of the Chairman: Councillor Keith Mans, Leader of the Council and Executive Member for Policy and Resources, Councillor Stephen Reid, Executive Member for Commercial Strategy, Human Resources and Performance and Councillor Judith Grajewski, Executive Member for Public Health.

148. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Fran Carpenter and Councillor Chris Carter attended the meeting as the Conservative substitute.

149. **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.

Councillor Jackie Porter declared an interest in Item 8 on the agenda as the Chairman of the Winchester Community Safety Partnership.

150. **MINUTES OF PREVIOUS MEETING**

The minutes of the last meeting were reviewed and agreed.

151. **DEPUTATIONS**

There were no deputations on this occasion.

152. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman outlined timings for the meeting.

153. **PRESENTATION FROM THE LOCAL ENTERPRISE PARTNERSHIPS**

The Committee received a joint presentation from Kathy Slack and Anne-Marie Mountfield from Enterprise M3 and Solent Local Enterprise Partnerships respectively on the use of Government funds and the projects it had supported over the last year.

Members were advised that Enterprise M3 (EM3) had invested a total of 97% of the total funding allocated to it (over £170m since 2014) helping to drive forward economic growth. For Solent LEP this figure was 99% (£157m since 2014).

It was noted that both LEPs had also been allocated funding in June this year from the Government's Getting Building Fund to help stimulate the economy which was required to be spent by March 2022 (EM3 £13.3m and Solent). Details of particular investment projects were highlighted.

During the presentation a number of key activities and projects were highlighted around Town Centres, Transport and Smart Mobility, Clean Growth, Supporting Skills and Connecting Communities.

During discussion, detailed questions were answered around the flexibility of timings for the delivery on projects and the Gigabit M3 delivery.

RESOLVED:

That presentations from both the Enterprise M3 and Solent LEPs be noted.

154. **ECONOMIC RECOVERY UPDATE AND MEASURES**

The Committee received a presentation from the Director of Economy, Transport and Environment (Item 7 in the Minute Book) giving an update on Hampshire's economic recovery since the Covid 19 Pandemic.

During the presentation, Members were advised that the leisure industry had been especially impacted and assistance was on hand for the winter to assist businesses. Short, medium and longer term plans had been put in place and opportunities for office regeneration. Rural connectivity and broadband remained a priority, particularly with so many people relying on stable and reliable internet connections for online business.

An update was also given on the Government's plans to create Freeports across the nation to help drive Britain's post-Brexit growth.

155. **HAMPSHIRE COMMUNITY SAFETY STRATEGY GROUP**

The Committee considered a report of the Director of Adults', Health and Care providing an update on the work of the Hampshire Community Safety Strategy Group (Item 8 in the Minute Book).

The Director highlighted the key elements of the report and updated the Committee on the positive progress in the work of the Hampshire Community Safety Strategy Group, especially during the Covid19 measures in ensuring greater alignment and effective multi-agency working to address Hampshire's community safety priorities.

During discussion, it was noted that detailed work on the PREVENT agenda was being reported to Cabinet at its meeting later this month.

A number of questions were answered on:

- Community Treatment Orders
- Numbers and ages of referrals to channels under PREVENT. Further details to be provided to a future meeting.
- Current capacity of CAMHS

RESOLVED:

That the Policy and Resources Select Committee notes the progress on the work of the Hampshire Community Safety Strategy Group (HCSSG) in establishing strategic community safety priorities for Hampshire and for overseeing effective multi-agency collaborative arrangements.

156. **WORK PROGRAMME**

The Committee considered a report of Director of Transformation and Governance – Corporate Services (Item 9 in the Minute Book) regarding the Work Programme.

RESOLVED:

That the Work Programme be agreed.

Chairman,

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HAMPSHIRE COUNTY COUNCIL

Front Cover Report

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|---------------------|--|
| Committee: | Policy and Resources Select Committee |
| Date: | 19 January 2021 |
| Title: | 2021/22 Revenue Budget Report for Corporate Services |
| Report From: | Chief Executive, Deputy Chief Executive and Director of Corporate Resources, Assistant Chief Executive and Director of Transformation and Governance |

Contact name: Rob Carr

Tel: 0370 779 2647

Email: Rob.carr@hants.gov.uk

Purpose of this Report

1. The purpose of this report is to set out proposals for the 2021/22 budget for Corporate Services in accordance with the Councils Medium Term Financial Strategy (MTFS).
2. The Executive Member for Policy and Resources is requested to approve the proposals for submission to Cabinet and County Council in February 2021. The Select Committee is being asked to consider recommendations proposed in the report to the Executive Member for Policy and Resources and to agree and make recommendations accordingly.

Recommendations

That, in regard to the revenue budget for Corporate Services, the Select Committee either:

supports the recommendations being proposed to the Executive Member for Policy and Resources

Or:

agrees any alternative recommendations to the Executive Member for Policy and Resources, with regards to the proposals set out in the attached report.

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HAMPSHIRE COUNTY COUNCIL

Decision Report

| | |
|------------------------|--|
| Decision Maker: | Executive Member for Policy and Resources |
| Date: | 19 January 2021 |
| Title: | 2021/22 Revenue Budget Report for Corporate Services |
| Report From: | Chief Executive, Deputy Chief Executive and Director of Corporate Resources, Assistant Chief Executive and Director of Transformation and Governance |

Contact name: Rob Carr

Tel: Tel: 0370 779 2647 **Email:** Rob.carr@hants.gov.uk

Section A: Purpose of this Report

1. The purpose of this report is to set out proposals for the 2021/22 budget for Corporate Services in accordance with the Council's Medium Term Financial Strategy (MTFS) approved by the County Council in November 2019 and updated subsequently in July 2020 to reflect the financial impact of the Covid-19 crisis and the County Council's response.

Section B: Recommendations

2. To approve for submission to the Leader and the Cabinet:
3. The revised revenue budget for 2020/21 as set out in Appendix 1.
4. The proposed revenue budget for 2021/22 as set out in Appendix 1

Section C: Executive Summary

5. The Medium Term Financial Strategy (MTFS) update presented to Cabinet and County Council in July 2020 sought to assess the medium term impact of Covid-19 on the financial sustainability of the County Council. It explained that we were treating the medium term impact of Covid-19 as a one off problem that we aimed to address through a financial response package of Council resources and further government support and concluded that further government funding of £52.4m was required to ensure that the Council was financially sustainable in the medium term.
6. An update was presented to Cabinet in November and County Council in December which reaffirmed that a minimum level of government support of at

least £50m was still required to help balance the deficit after the application of the financial response package.

7. The aim of the approach to Covid-19 was to place the County Council in the same financial position it would have otherwise been in if Covid-19 had not happened in order to ensure that the tried and tested financial strategy which the County Council operates could be protected and retained.
8. This strategy works on the basis of a two year cycle of delivering departmental savings targets to close the anticipated budget gap. This provides the time and capacity to properly deliver major savings programmes every two years, with deficits in the intervening years being met from the Budget Bridging Reserve (BBR) and with any early delivery of resources retained by departments to use for cost of change purposes or to cash flow delivery and offset service pressures. The model has served the authority well.
9. In line with this strategy, the Transformation to 2021 (Tt2021) Programme has been in place for some time to develop the £80m of savings required to balance the budget for 2021/22. Detailed savings proposals for each department were approved by the County Council in November 2019, in order to allow more time for delivery of the savings; including the requirement to undertake a second stage of service specific consultations where necessary.
10. Since the transformation programme is already in place to deliver approved departmental savings, there are no new savings proposals to be considered as part of the 2021/22 budget setting process. The anticipated delay to delivery of some aspects of the transformation programmes has been factored into our financial planning and sufficient one-off funding exists both corporately and within departments to meet any potential gap over the period.
11. The report also provides an update on the business as usual financial position for the current year and the outturn forecast for the Department for 2020/21, excluding the financial impact of Covid-19, is a budget under spend of £3.08m.
12. The proposed budget for 2021/22 analysed by service is shown in Appendix 1.
13. This report seeks approval for submission to the Leader and Cabinet of the revised budget for 2020/21 and detailed service budgets for 2021/22 for Corporate Services. The report has been prepared in consultation with the Executive Member and will be reviewed by the Policy and Resources Select Committee. It will be reported to the Leader and Cabinet on 9 February 2021 to make final recommendations to County Council on 25 February 2021.

Section D: Contextual Information

14. The Medium Term Financial Strategy (MTFS) update presented to Cabinet and County Council in July explained that we were treating the medium term impact of Covid-19 as a one off problem that we aimed to address through a financial response package of Council resources and further government support.

15. The report concluded that further government funding of £52.4m was required to ensure that the Council was financially sustainable in the medium term and an update, presented to Cabinet in November and County Council in December, reaffirmed that a minimum level of government support of at least £50m was still required to help balance the deficit after the application of the financial response package.
16. The aim of the approach to Covid-19 was to place the County Council in the same financial position it would have otherwise been in if Covid-19 had not happened in order to ensure that it still had sufficient fire power in its reserves to address the business as usual deficits of at least £40m per annum predicted after the current Transformation to 2021 (Tt2021) Programme has been implemented and in line with the strategy being adopted to manage the financial impact of Covid-19 as a separate one off issue.
17. The current financial strategy which the County Council operates, works on the basis of a two year cycle of delivering change to release resources and close the anticipated budget gap. This provides the time and capacity to properly deliver major transformation programmes every two years, with deficits in the intervening years being met from the Budget Bridging Reserve (BBR) and with any early delivery of resources retained by departments to use for cost of change purposes or to cash flow delivery and offset service pressures. The model has served the authority well.
18. The County Council's action in tackling its forecast budget deficit and providing funding in anticipation of further reductions, placed it in a very strong position to produce a 'steady state' budget for 2020/21, giving itself the time and capacity to develop and implement the Tt2021 Programme to deliver the next phase of savings totalling £80m. This also avoids the worst effects of sudden and unplanned decisions on service delivery and the most vulnerable members of the community.
19. Consequently, the majority of the decisions in respect of major changes to the budget were taken early however, other factors will still affect the budget, such as council tax decisions and inflation.
20. Members will be aware that following previous delays in the Comprehensive Spending Review (CSR) it was hoped that a three year CSR would be announced in November 2020. Following increasing rates of Covid-19 throughout October and the uncertainty over the long term economic impacts of Covid-19 the Chancellor announced that only a single year Spending Review would be put in place.
21. The Spending Review announcement took place on 25 November 2020 and the key elements were as follows:
 - For salaries set by the Government (such as teachers and police) there will be a public sector pay freeze in 2021/22. The exceptions are for those earning less than £24,000 (who will receive a minimum £250 increase) and the NHS. The Government does not set pay for

most council staff, although it is likely to set grant levels at amounts which assume a pay freeze.

- Councils with social care responsibilities will be allowed to increase council tax by up to 5% in 2021/22 without holding a referendum. This consists of 2% for main council tax and 3% for the adult social care precept.
 - The business rates multiplier will be frozen in 2021/22 (with local authorities fully compensated for the lost income). Further Covid-19 business rates reliefs may be announced in the new year.
 - The Government expects to provide local authorities with over £3bn more to help with Covid-19 pressures in 2021/22. It comprises:
 - £1.55bn to help with expenditure pressures.
 - £670m additional funding for council tax support schemes (which reduce council tax bills for households on low incomes).
 - £762m (estimate) to compensate local authorities for 75% of council tax and business rates losses resulting from 2020/21.
 - Extending the Covid-19 sales, fees and charges reimbursement scheme for three months until the end of June 2021.
 - An additional £300m for adults' and children's social care (£1.2m for Hampshire) and continuation of the existing £1bn annual grant put into social care previously will be maintained, along with £2.1bn provided through the improved Better Care Fund (pooled with the NHS). Proposals for reforming adults' social care will be brought forward next year.
 - The New Homes Bonus scheme will continue for a further year, with no new legacy payments. Reforms to the New Homes Bonus will be consulted on shortly, with a view to implementing changes in 2022/23.
 - The Chancellor also announced how the Government would deliver the next stages of its infrastructure investment plans to drive the UK's recovery with £100bn of capital spending next year and a £4bn Levelling Up Fund.
22. The provisional Local Government Finance Settlement had not been announced at the time of writing this report but is anticipated during week commencing 14 December 2020. This will provide more clarity as to the impact of the Spending Review on Hampshire County Council and details will be provided in a separate briefing to members and within the Policy and Resources Select Committee Briefing presentation in January 2021.
23. The final grant settlement for 2021/22 is not due out until January / February 2021 and should there be any changes to the figures that are released in December 2020 these will be reflected in the final budget setting report to County Council.

24. Corporate Services has been developing its service plans and budgets for 2021/22 and future years in keeping with the County Council's priorities and the key issues, challenges and priorities for the Department are set out below

Section E: Departmental Challenges and Priorities

Corporate Resources

25. Corporate Resources includes the following services:
- Finance and Pensions;
 - Human Resources (HR) and Workforce Development (WFD);
 - Integrated Business Centre (IBC) - providing transactional services such as payroll, payments to suppliers, and resourcing services including General Enquiries – providing General Enquiry telephone, web and email contact services on behalf of the County Council, Departmental contact is now embedded in each department;
 - Information Technology;
 - Internal Audit.
26. The forecast outturn for 2020/21 for Corporate Resources confirms the successful delivery of its Tt2021 Programme and the achievement of on-going savings of £3.817m from April 2021. This puts the Department in a strong position for next financial year to deliver good quality services to other departments within the County Council and to the many partner organisations who receive services from the County Council's Corporate Resources Department. In addition, Corporate Resources teams will begin identifying opportunities for their savings programme for 2023 and continue to provide critical support to other departments during the delivery of their own transformation programmes. It will be important for the Department to manage this further pressure to service delivery.
27. The early focus and completion of its Tt2021 transformation programme has also enabled Corporate Resources to fully support the County Council and its partner organisations in their continuing responses to and recovery from the Covid-19 pandemic. IT and connectivity have never been more critical. Credit is due to IT colleagues who have been focussed on significantly speeding up the roll out of new technologies and IT hardware which are now supporting our new ways of working, particularly Teams and external calling. Without this move the organisation would not be in such a strong position, particularly regarding working from home.
28. Whilst our people are now getting used to 'new ways of working' and the broader situation in which we all find ourselves there continues to be a wider range of 'people' issues surfacing and requiring attention. As part of our recovery work, we have established a 'People and Organisational Health and Effectiveness' workstream which is led by the Assistant Director for HR and WFD. The overall aim of the workstream is to both understand the issues

being faced by our Departments, in order to ensure HR and WFD support is available as necessary and appropriate, and to identify common issues across the organisation to support organisational learning and the sharing of good practice.

29. In other areas of Corporate Resources, staff have adapted well and where appropriate, reviewed approaches and priorities to ensure continued delivery of services to the County Council, its partner organisations, suppliers and customers. Despite the ongoing impact for our staff it remains true that our staff are demonstrating the best of themselves in these difficult times.

Transformation and Governance

30. Transformation and Governance comprises:

- Legal Services
- Governance, including Emergency Planning, Corporate risk management and health and safety
- Strategic Procurement
- Transformation Practice

31. Significant progress has been made across all service areas towards the Tt2021 target of £630,000. The savings programme includes a range of measures including digital transformation, operating model changes and income generation. During 2020/21, the requirement to direct staff resource to support Covid-19 response and recovery has impacted the ability to fully develop the income streams planned within Law and Governance. Consequently, an extended timeline is needed for these and the interim financial pressure can be covered by drawing on the surplus income generated in previous years that was set aside.

32. Supporting the Covid-19 response and recovery activity within the County Council and also through the Local Resilience Forum (LRF) has been a significant focus for the Department. This has included:

- Rapid implementation and on-going support of the Gold Command emergency planning approach to manage the response and recovery activity.
- Timely and effective changes to governance arrangements and successful implementation of virtual committee meetings.
- Procurement support for the County Council and on behalf of the LRF particularly in obtaining prompt and sufficient supplies of personal protective equipment and onward supply to third party service providers and other agencies.

Customer Engagement Service

33. The Customer Engagement Service comprises Marketing and Advertising, Corporate Communications and Insight and Engagement (including public consultation and engagement, behaviour change research, corporate performance, and a range of strategic partnerships and policy agendas - such as the Armed Forces, the Voluntary Sector, community safety and equalities). These support services sit alongside the Chief Executive's and Leader's offices and together provide a range of core support functions to departments and Councillors, as well as several external public facing services.
34. The Department has achieved its Tt2021 savings target of £121,000 having adjusted the staffing structure and other reductions in non-pay expenditure. Attention is now turning to the savings programme for 2023.
35. Since the beginning of the coronavirus pandemic, the department's focus has been to prioritise effective communications and engagement which is targeted across external and internal audiences to ensure the delivery of proactive, planned, and consistent information. This is in support of the County Council's Local Outbreak Strategy, government guidance and shared priorities with partners - together seeking and securing the best outcomes for Hampshire residents in these on-going challenging times.

Other Corporate Budgets

36. The Corporate Services budget also includes provision for Members Support costs and a range of grants to the voluntary and community sectors. This includes Members' devolved budgets at £5,000 per Member. This is in line with the reduced value agreed in 2017/18 in line with the approved Transformation to 2017 (Tt2017) Programme savings. However, given the importance of the grants and the wider services that they support across many communities, it was subsequently agreed that they be retained at the £8,000 level until the end of 2020/21, to coincide with the May 2021 elections, by drawing from reserves.

Section F: 2020/21 Revenue Budget

37. Enhanced financial resilience reporting, which looks not only at the regular financial reporting but also at potential pressures in the system and the achievement of savings being delivered through transformation, has continued through periodic reports to the Corporate Management Team (CMT) and to Cabinet.
38. The anticipated business as usual outturn forecast for 2020/21 is a budget saving of £3.08m. The majority of this saving relates to early achievement of Tt2021 savings. This saving will be transferred to the Cost of Change Reserve at year end and may be used to fund investment required to secure future savings. This position does not include the in-year pressures relating to Covid-19 response and recovery. These continue to be monitored and are included in the financial update reports to Cabinet.

39. The budget for Corporate Services has been updated throughout the year and the revised budget is shown in Appendix 1. The revised budget shows an increase of £4.54m made up of:
- 2020/21 pay award + £2.03m.
 - Temporary increase to members' grants + £0.35m.
 - Approved reserve funding for the leadership management development programme + £0.32m.
 - Approved reserve funding for the Transformation Practice + £0.64m.
 - Corporate contribution to support HC3S trading units +£0.93m.
 - Corporate contribution to support Local Resilience Forum (LRF) + £0.92m.
 - Transfer to other departments to reflect the changed operating model for customer contact (formerly Hantsdirect) - £0.7m.
 - Other changes + £0.05m.

Section G: Revenue Savings Proposals

40. Savings targets for 2021/22 were approved as part of the MTF5 by the County Council in September 2018. Proposals to meet these targets have been developed through the Tt2021 Programme and were approved by Executive Members, Cabinet and County Council in October and November 2019.
41. For Corporate Services, the target was £4.568m. It is now anticipated that full year savings of £4.33m will be achieved in 2021/22 with the shortfall against the target being made up from the cost of change reserve until the full savings are achieved.
42. The shortfall relates to a delay in income generation for law and governance services. This results from the requirement to re-direct staff resource to support the Covid-19 response and recovery and has impacted the ability to fully develop the income streams planned. Revised plans expect the savings target to be met in full by 2022/23.
43. Rigorous monitoring of the delivery of the programme will continue during 2021/22, to ensure that the Department is able to stay within its cash limited budget as set out in this report.
44. This early action in developing and implementing the savings programme for 2021/22 means that the County Council is in a strong position for setting a balanced budget in 2021/22 and that no new savings proposals will be considered as part of the budget setting process for the next financial year.

Section I: Budget Summary 2021/22

45. The budget update report presented to Cabinet on 24 November 2020 included provisional cash limit guidelines for each department. The cash limit for Corporate Services in that report was £52.518m, a £1.7m decrease on the previous year. The decrease comprised:
- Tt2021 savings - £4.5m
 - Inflation + £3.9m
 - Transfers to other departments - £0.9m
 - Changes in specific grants - £0.2m
46. Appendix 1 sets out a summary of the proposed budgets for the service activities provided by Corporate Services for 2021/22 and shows that these are within the cash limit set out above.
47. In addition to these cash limited items there are further budgets which fall under the responsibility of Corporate Services, which are shown in the table below:

| | 2021/22 | |
|--|----------------|----------------------|
| | £'000 | £'000 |
| Cash Limited Expenditure | 96,978 | |
| Less Income (Other than Government Grants) | (44,460) | |
| Net Cash Limited Expenditure | | 52,518 |
| Less Government Grants: | | |
| • Local reform and community voice | (579) | |
| • Vulnerable Persons relocation scheme | (148) | |
| Total Government Grants | | <u>(727)</u> |
| Total Net Expenditure | | <u>51,791</u> |

Section J: Conclusion

48. The proposed budget for 2021/22 for Corporate Services, including other non-departmental corporate budgets, as set out in this report, is in accordance with the cash limit guideline set by Cabinet. It incorporates the Tt2021 savings approved by the County Council in November 2019. The only other changes are of a technical nature to take account of inflation and minor budget transfers to reflect changes in responsibility of Directors and Executive Members. Similarly, the changes in the revised budget for 2020/21 reflect technical adjustments and approved draws from reserves.

REQUIRED CORPORATE AND LEGAL INFORMATION:

Links to the Strategic Plan

| | |
|---|-----------------|
| Hampshire maintains strong and sustainable economic growth and prosperity: | Yes / No |
| People in Hampshire live safe, healthy and independent lives: | Yes / No |
| People in Hampshire enjoy a rich and diverse environment: | Yes / No |
| People in Hampshire enjoy being part of strong, inclusive communities: | Yes / No |

Other Significant Links

| Links to previous Member decisions: | |
|---|---|
| <u>Title</u> | <u>Date</u> |
| Transformation to 2021 – Revenue Savings Proposals (Executive Member for Policy and Resources) https://democracy.hants.gov.uk/documents/s38408/2019-09-24%20RPT%20EMPR%20Budget%20Report%20Tt2021%20FINAL.pdf | 24 September 2019 |
| Medium Term Financial Strategy Update and Transformation to 2021 Savings Proposals http://democracy.hants.gov.uk/ieIssueDetails.aspx?Ild=22267&PlanId=0&Opt=3#A122852 | Cabinet – 15 October 2019 / County Council – 7 November 2019 |
| Medium Term Financial Strategy Update https://democracy.hants.gov.uk/ieListDocuments.aspx?CId=134&MId=6499&Ver=4 | Cabinet – 14 July 2020 / County Council – 16 July 2020 |
| Budget Setting and Provisional Cash Limits 2021/22 https://democracy.hants.gov.uk/documents/s60700/Nov%202020%20Financial%20Update%20Budget%20Setting%20-%20Cabinet%20FINAL.pdf | Cabinet – 24 November 2020 / County Council – 3 December 2020 |
| 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 | |

EQUALITIES IMPACT ASSESSMENT:

1. Equality Duty

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 by or under the Act with regard to the protected characteristics as set out in section 4 of the Act (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation);
- Advance equality of opportunity between persons who share a relevant protected characteristic within section 149(7) of the Act (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic within section 149(7) of the Act (see above) and persons who do not share it.

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

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

2. Equalities Impact Assessment:

The budget setting process for 2021/22 does not contain any proposals for major service changes which may have an equalities impact. Proposals for budget and service changes which are part of the Transformation to 2021 Programme were considered in detail as part of the approval process carried out in October and November 2019 and full details of the Equalities Impact Assessments relating to those changes can be found in Appendices 5 to 8 in the October Cabinet report linked below:

<http://democracy.hants.gov.uk/mgAi.aspx?ID=21194#mgDocuments>

Budget Summary 2020/21 and 2021/22 – Corporate Services

| Service Activity | Original Budget 2020/21 £'000 | Revised Budget 2020/21 £'000 | Proposed Budget 2021/22 £'000 |
|---|--|---------------------------------------|--|
| Corporate Resources | | | |
| Finance | 3,694 | 4,021 | 3,958 |
| HR and WFD | 2,905 | 3,563 | 2,971 |
| IT | 24,316 | 25,235 | 24,255 |
| Audit | 713 | 780 | 761 |
| IBC | 6,044 | 5,544 | 5,276 |
| Corporate Resources Transformation | 1,157 | 1,490 | 893 |
| Corporate Resources Other | (13) | (689) | (831) |
| Total Corporate Resources | 38,816 | 39,944 | 37,283 |
| Transformation and Governance | | | |
| Strategic Procurement | 1,742 | 1,800 | 1,740 |
| Legal Services | 3,019 | 3,189 | 3,168 |
| Transformation Practice | 1,788 | 2,513 | 1,822 |
| Governance | 3,097 | 3,189 | 2,718 |
| Total Transformation and Governance | 9,646 | 10,691 | 9,448 |
| Customer Engagement Service | | | |
| Communication, Marketing & Advertising | 648 | 700 | 729 |
| Insight & Engagement | 746 | 781 | 612 |
| Chief Executive's Office & Leadership Support | 569 | 588 | 596 |
| Total Customer Engagement Service | 1,963 | 2,069 | 1,937 |
| Total Corporate Services Departments | 50,425 | 52,704 | 48,668 |

| Service Activity | Original Budget 2020/21 £'000 | Revised Budget 2020/21 £'000 | Proposed Budget 2021/22 £'000 |
|--|--|---|--|
| Corporate Non-Departmental Budgets (Direct) ¹ | | | |
| Corporate & Democratic Representation | 66 | 66 | 66 |
| Grants to Voluntary Organisations | 237 | 201 | 217 |
| Grants & Contributions to Voluntary Bodies | 765 | 765 | 776 |
| Local Resilience Forum Support | 0 | 922 | 0 |
| Members Devolved Budgets | 390 | 780 | 390 |
| Other Miscellaneous | 374 | 432 | 400 |
| | 1,832 | 3,166 | 1,849 |
| Corporate Non-Departmental Budgets (Central) ¹ | | | |
| Members Support Costs | 1,621 | 1,621 | 1,674 |
| Contribution to Trading Units | 0 | 931 | 0 |
| Audit Fee | 128 | 128 | 150 |
| Subscriptions to LGA etc | 182 | 182 | 175 |
| Other Miscellaneous | 30 | 23 | 2 |
| | 1,961 | 2,885 | 2,001 |
| Total Other Corporate Budgets | 3,793 | 6,051 | 3,850 |
| Total Corporate Services & Other Corporate budgets | 54,218 | 58,755 | 52,518 |
| Government Grants: | | | |
| Local reform and Community Voice | (569) | (579) | (579) |
| Vulnerable Persons Relocation Scheme | (378) | (378) | (148) |
| Total Government Grants | (947) | (957) | (727) |
| Net expenditure Corporate Services | 53,271 | 57,798 | 51,791 |

¹ Original Budget restated to reflect changes in Executive Member portfolios

HAMPSHIRE COUNTY COUNCIL

Front Cover Report

| | |
|---------------------|---|
| Committee: | Policy and Resources Select Committee |
| Date: | 19 January 2021 |
| Title: | 2021/22 Revenue Budget Report for Culture, Communities and Business Services |
| Report From: | Director of Culture, Communities and Business Services and Deputy Chief Executive and Director of Corporate Resources |

Contact name: Felicity Roe
Sue Lapham

Tel: 01962 847876
0370 7794503

Email: felicity.roe@hants.gov.uk
sue.lapham@hants.gov.uk

Purpose of this Report

1. The purpose of this report is to set out proposals for the 2021/22 budget for in accordance with the Councils Medium Term Financial Strategy (MTFS).
2. The Executive Member for Commercial Strategy, Human Resources and Performance is requested to approve the proposals for submission to Cabinet and County Council in February 2021. The Select Committee is being asked to consider recommendations proposed in the report to the Executive Member for Commercial Strategy, Human Resources and Performance and to agree and make recommendations accordingly.

Recommendations

That, in regard to the 2021/22 Revenue Budget for Culture, Communities and Business Services, the Select Committee either:

supports the recommendations being proposed to the Executive Member for Commercial Strategy, Human Resources and Performance

Or:

agrees any alternative recommendations to the Executive Member for Commercial Strategy, Human Resources and Performance, with regards to the proposals set out in the attached report.

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HAMPSHIRE COUNTY COUNCIL

Report

| | |
|------------------------|---|
| Decision Maker: | Executive Member for Commercial Strategy, Human Resources and Performance |
| Date: | 19 January 2021 |
| Title: | 2021/22 Revenue Budget Report for Culture, Communities and Business Services |
| Report From: | Director of Culture, Communities and Business Services and Deputy Chief Executive and Director of Corporate Resources |

Contact name: Felicity Roe
Sue Lapham

Tel: 01962 847876
0370 7794503

Email: felicity.roe@hants.gov.uk
sue.lapham@hants.gov.uk

Section A: Purpose of this Report

1. The purpose of this report is to set out proposals for the 2021/22 budget for the Culture, Communities and Business Services (CCBS) areas that fall within the Commercial Strategy, Human Resources and Performance (CSHRP) portfolio (CCBS Transformation & Business Management and Property Services & Facilities), in accordance with the Councils Medium Term Financial Strategy (MTFS) approved by the County Council in November 2019 and updated subsequently in July 2020 to reflect the financial impact of the Covid-19 crisis and the County Council's response.

Section B: Recommendation(s)

To approve for submission to the Leader and the Cabinet:

2. The revised revenue budget for 2020/21 as set out in Appendix 1.
3. The summary revenue budget for 2021/22 as set out in Appendix 2.

Section C: Executive Summary

4. The Medium Term Financial Strategy (MTFS) update presented to Cabinet and County Council in July 2020 sought to assess the medium term impact of

Covid-19 on the financial sustainability of the County Council. It explained that we were treating the medium term impact of Covid-19 as a one off financial impact that we aimed to address through a financial response package of Council resources and further government support and concluded that further government funding of £52.4m was required to ensure that the Council was financially sustainable in the medium term.

5. An update was presented to Cabinet in November and County Council in December which reaffirmed that a minimum level of government support of at least £50m was still required to help balance the deficit after the application of the financial response package.
6. The aim of the approach to Covid-19 was to place the County Council in the same financial position it would have otherwise been in if Covid-19 had not happened in order to ensure that the tried and tested financial strategy which the County Council operates could be protected and retained.
7. This strategy works on the basis of a two year cycle of delivering departmental savings targets to close the anticipated budget gap. This provides the time and capacity to properly deliver major savings programmes every two years, with deficits in the intervening years being met from the Budget Bridging Reserve (BBR) and with any early delivery of resources retained by departments to use for cost of change purposes or to cash flow delivery and offset service pressures. The model has served the authority well.
8. In line with this strategy, the Transformation to 2021 (Tt2021) Programme has been in place for some time to develop the £80m of savings required to balance the budget for 2021/22. Detailed savings proposals for each department were approved by the County Council in November 2019, in order to allow more time for delivery of the savings; including the requirement to undertake a second stage of service specific consultations where necessary.
9. Since the transformation programme is already in place to deliver approved departmental savings, there are no new savings proposals to be considered as part of the 2021/22 budget setting process. The anticipated delay to delivery of some aspects of the transformation programmes has been factored into our financial planning and sufficient one-off funding exists both corporately and within departments to meet any potential gap over the period.
10. The report also provides an update on the business as usual financial position for the current year. The outturn forecast for the CCBS Department (of which the services included within this report are a part) for 2020/21, excluding the financial impact of Covid-19, is a budget under spend of £5.2m. It should be noted that business as usual activities have been affected by resources being diverted to deal with the Covid-19 response and recovery and that the Department has also been mindful of the need to avoid non-essential spending in the light of the County Council's overall financial position resulting from the pandemic response.

11. The proposed budget for 2021/22 analysed by service for CCBS as a whole is shown in Appendix 1, and the CCBS services within the portfolio of the Executive Member for Commercial Strategy, Human Resources and Performance (CSHRP) are shown in Appendix 2.
12. This report seeks approval for submission to the Leader and Cabinet of the revised budget for 2020/21 and detailed service budgets for 2021/22 for the CCBS services within the portfolio of the Executive Member for CSHRP. The report has been prepared in consultation with the Executive Member and will be reviewed by the Policy and Resources Select Committee. It will be reported to the Leader and Cabinet on 9 February 2021 to make final recommendations to County Council on 25 February 2021.

Section D: Contextual Information

13. The Medium Term Financial Strategy (MTFS) update presented to Cabinet and County Council in July explained that we were treating the medium term impact of Covid-19 as a one off problem that we aimed to address through a financial response package of Council resources and further government support.
14. The report concluded that further government funding of £52.4m was required to ensure that the Council was financially sustainable in the medium term and an update, presented to Cabinet in November and County Council in December, reaffirmed that a minimum level of government support of at least £50m was still required to help balance the deficit after the application of the financial response package.
15. The aim of the approach to Covid-19 was to place the County Council in the same financial position it would have otherwise been in if Covid-19 had not happened in order to ensure that it still had sufficient fire power in its reserves to address the business as usual deficits of at least £40m per annum predicted after the current Transformation to 2021 (Tt2021) Programme has been implemented and in line with the strategy being adopted to manage the financial impact of Covid-19 as a separate one off issue.
16. The current financial strategy which the County Council operates works on the basis of a two year cycle of delivering change to release resources and close the anticipated budget gap. This provides the time and capacity to properly deliver major transformation programmes every two years, with deficits in the intervening years being met from the Budget Bridging Reserve (BBR) and with any early delivery of resources retained by departments to use for cost of change purposes or to cash flow delivery and offset service pressures. The model has served the authority well.
17. The County Council's action in tackling its forecast budget deficit and providing funding in anticipation of further reductions placed it in a very strong position to produce a 'steady state' budget for 2020/21, giving itself the time and capacity to develop and implement the Tt2021 Programme to deliver the next phase of savings totalling £80m. This also avoids the worst effects of sudden and

unplanned decisions on service delivery and the most vulnerable members of the community.

18. Consequently, the majority of the decisions in respect of major changes to the budget were taken early. However other factors will still affect the budget, such as council tax decisions and inflation.
19. Members will be aware that following previous delays in the Comprehensive Spending Review (CSR) it was hoped that a three year CSR would be announced in November this year. Following increasing rates of Covid-19 throughout October and the uncertainty over the long term economic impacts of Covid-19 the Chancellor announced that only a single year Spending Review would be put in place.
20. The Spending Review announcement took place on 25 November 2020 and the key elements were as follows:
 - For salaries set by the Government (such as teachers and police) there will be a public sector pay freeze in 2021/22. The exceptions are for those earning less than £24,000 (who will receive a minimum £250 increase) and the NHS. The Government does not set pay for most council staff, although it is likely to set grant levels at amounts which assume a pay freeze.
 - Councils with social care responsibilities will be allowed to increase council tax by up to 5% in 2021/22 without holding a referendum. This consists of 2% for main council tax and 3% for the adult social care precept.
 - The business rates multiplier will be frozen in 2021/22 (with local authorities fully compensated for the lost income). Further Covid-19 business rates reliefs may be announced in the new year.
 - The Government expects to provide local authorities with over £3bn more to help with Covid-19 pressures in 2021/22. It comprises:
 - £1.55bn to help with expenditure pressures.
 - £670m additional funding for council tax support schemes (which reduce council tax bills for households on low incomes).
 - £762m (estimate) to compensate local authorities for 75% of council tax and business rates losses resulting from 2020/21.
 - Extending the Covid-19 sales, fees and charges reimbursement scheme for three months until the end of June 2021.
 - An additional £300m for adults' and children's social care (£1.2m for Hampshire) and continuation of the existing £1bn annual grant put into social care previously will be maintained, along with £2.1bn provided through the improved Better Care Fund (pooled with the NHS). Proposals for reforming adults' social care will be brought forward next year.

- The New Homes Bonus scheme will continue for a further year, with no new legacy payments. Reforms to the New Homes Bonus will be consulted on shortly, with a view to implementing changes in 2022/23.
 - The Chancellor also announced how the Government would deliver the next stages of its infrastructure investment plans to drive the UK's recovery with £100bn of capital spending next year and a £4bn Levelling Up Fund.
21. The provisional Local Government Finance Settlement has not been announced at the time of writing this report but is anticipated during the week commencing 14 December 2020. This will provide more clarity as to the impact of the Spending Review on Hampshire County Council and details will be provided in a separate briefing to members and within the Policy and Resources Select Committee Briefing presentation in January 2021.
22. The final grant settlement for 2021/22 is not due out until January / February 2021 and should there be any changes to the figures that are released in December 2020 these will be reflected in the final budget setting report to County Council.
23. The Culture, Communities and Business Services (CCBS) Department, which includes the services within the portfolio of the Executive Member for Commercial Strategy, Human Resources and Performance (CSHRP), has been developing its service plans and budgets for 2021/22 and future years in keeping with the County Council's priorities. The key issues, challenges and priorities for the Department are set out below.

Section E: Departmental Challenges and Priorities

24. The CCBS Department delivers a wide range of services with gross expenditure in the region of £111m a year and income streams of around £69m, leaving a cash limit of £42m. In addition, the Department is responsible for the Coroners Service, three business units, and the River Hamble Harbour Authority budgets, all of which sit outside the cash limit. The diversity of the Department is illustrated below:
- Business units with a combined turnover of £57.8m.
 - Managing the repairs and maintenance of the corporate estate (£8.1m).
 - Service level agreements with c.460 schools (£13.7m).
 - HM Coroner Service in Hampshire (£2.4m).
 - The relationship with various major Trusts including the Hampshire Cultural Trust.
25. The whole range of CCBS services already rely on income and recharges to fund 61% of the cost of service delivery. Maintaining and developing new external sources of funding remains a high but challenging priority for the department.

26. The financial impacts of Covid-19 on the County Council have been comprehensively covered in the regular update reports to Cabinet so will not be repeated here but are significant for CCBS with a particular pressure on the income generating services such as HC3S, the Council's catering service, which saw significant reductions in turnover while schools were closed in the initial period of lockdown; Hampshire Outdoor Centres where postponements or full refunds were offered for bookings cancelled due to lockdown and on-going restrictions; and the Countryside Service where events and indoor catering have been significantly impacted. The net pressure on all CCBS activities this year including business units is expected to be £16.3m and will be met corporately in line with the strategy set out in the Cabinet report.
27. Services have taken significant steps to ensure as far as possible that service provision to the public and the County Council has continued in a safe way in accordance with latest Government guidance. For example:
- The Library Service has expanded its range of eBooks and introduced 'click and collect' borrowing (Ready Reads).
 - The Registration Service established a phone-only Death Registration service following the initial lockdown and more recently worked for fourteen hours on the Sunday immediately after the lockdown announcement to reschedule planned wedding ceremonies to take place where possible in the remaining three working days before the lockdown commenced.
 - Construction and maintenance activity within Property Services has now broadly returned to a business as usual position.
 - The Facilities Management team has supported HCC and Partner Estates to re-energise building systems in buildings 'hibernated' during lockdown.

Section F: 2020/21 Revenue Budget

28. Enhanced financial resilience reporting, which looks not only at the regular financial reporting but also at potential pressures in the system and the achievement of savings being delivered through transformation, has continued through periodic reports to the Corporate Management Team (CMT) and to Cabinet.
29. Given the diverse nature of the services provided by CCBS reporting of the overall CCBS budget has always been split across more than one Executive Member portfolio. A review of where individual CCBS budgets are reported has been undertaken this year with the aim of reducing the number of detailed budget areas reported to the Executive Member for Policy and Resources. As a result, the original budget set in February 2020 has been re-stated to show the original and adjusted allocations across the Executive Member for CSHRP and the Executive Member for Recreation, Heritage, Countryside and Rural Affairs. This is set out in Appendix 1 with Appendix 2 showing the service budgets now reported to the Executive Member for CSHRP.

30. The anticipated business as usual outturn forecast for CCBS for 2020/21 is a saving against the budget (excluding the net impact of Covid-19 referred to in Section E) of £5.2m. It should also be noted that business as usual activities have been affected by resources being diverted to deal with the Covid-19 response and recovery and that the Department has been mindful of the need to avoid non-essential spending in the light of the County Council's overall financial position resulting from the pandemic response. The £5.2m is made up as follows:
- £1.856m (36%) from planned early Tt2021 and other savings (including what is now looking like sustainable over-achievement of earlier Transformation to 2019 (Tt2019) saving plans).
 - Vacancy management and other support cost savings across a range of services totalling £1.248m (24%).
 - Savings on direct service provision of £1.043m (20%) for example, delayed book purchases in the Library Service and grant savings after allowing for payments to support the transition to independent community libraries.
 - Planned savings against the Strategic Land budget of £1.233m (24%), which will be used to offset spend in future years.
 - Pressures totalling £211,000 (-4%) including a shortfall in printing recharges to other Departments as a result of reduced usage, which will be funded from the specific Printsmart reserve.
31. The budget for the CCBS services within the portfolio of the Executive Member for CSHRP has been updated throughout the year and the revised budget is shown in Appendices 1 and 2. The revised budget for CCBS as a whole, of which the CCBS services within the portfolio of the Executive Member for CSHRP are a part, shows an increase of £10.7m made up of:
- £3.311m temporary funding from the CoC reserve to support the delivery of transformation savings programmes and other priority projects e.g. the Library Service restructure, the refurbishment of the Empire Rooms at the Royal Victoria Country Park, investment in improved IT systems, and temporary staff posts to manage the transformation programme.
 - £3.757m drawn down from the funding agreed by Cabinet to support the Strategic Land Programme in 2020/21 together with additional one-off funding from the Manydown project of £1.23m.
 - £700,000 drawdown from the funding agreed by Cabinet for strategic school planning fees.
 - A net increase of £141,000 from transfers between departments including funding for the transfer of the relevant HantsDirect services.
 - A net increase of £257,000 for minor changes and technical adjustments (for example to reflect the financial impact of re-procuring a facilities management contract).
 - An increase of £1.352m for pay inflation.

Section G: 2021/22 Revenue Budget Pressures and Initiatives

32. A key priority for the Department is to understand the medium to long term changes resulting from the pandemic and their impact on service delivery and operating models including identifying a sustainable financial basis for future operation.
33. This work will need to inform the 2023 Savings Programme requirement for CCBS to deliver a further £3.239m of savings by April 2023 as agreed by the County Council on 3 December. To achieve further ongoing savings after over a decade of austerity will be challenging and the need for the savings to be fully delivered in cash flow terms by April 2023 underlines the scale of the challenge. Preliminary work is underway to identify options.
34. Repairs and maintenance pressures in the County Council built estate continue to grow. As part of the on-going response a package of essential capital works to improve the useful life of some of the properties has been prioritised as reported to Cabinet in November 2020 and funding from the 2021/22 repairs and maintenance revenue budget has been transferred to the CCBS capital programme as a result.
35. Corporate funding for implementing Rural Broadband has been reduced as planned in the 2021/22 budget and a review of future arrangements will be brought forward in due course.

Section H: Revenue Savings Proposals

36. Savings targets for 2021/22 were approved as part of the MTFs by the County Council in September 2018. Proposals to meet these targets have been developed through the Tt2021 Programme and were approved by Executive Members, Cabinet and County Council in October and November 2019.
37. The CCBS savings target for Tt2021 is £3.382m. Despite the challenges of Covid-19 response and recovery, the Department remains on track to deliver these savings in full by 2021/22. Of this total, £1.193m is expected to be achieved early.
38. Progress has also been made against the one outstanding Tt2019 saving for CCBS relating to Office Accommodation where spend is impacted by decisions of all departments of the County Council. A modest balance of £160,000 remains to be achieved and options are being considered by the Corporate Office Accommodation Board to deliver the remaining sum.
39. Rigorous monitoring of the delivery of the programme will continue during 2021/22, to ensure that the Department is able to stay within its cash limited budget as set out in this report.
40. This early action in developing and implementing the savings programme for 2021/22 means that the County Council is in a strong position for setting a

balanced budget in 2021/22 and that no new savings proposals will be considered as part of the budget setting process for the next financial year.

Section I: 2021/22 Revenue Budget Other Expenditure

41. The budget includes some items which are not counted against the cash limit. For CCBS these are the Coroners Service and the four business units, including the River Hamble, as shown in Appendix 1. Detailed business plans for the three business units excluding the River Hamble will be reported to the Executive Member for CSHRP on 23rd March 2021 for approval. The 2021/22 Revenue Budget for the River Hamble Harbour Authority will be reported to the River Hamble Harbour Board on 8th January 2021 for approval.

Section J: Budget Summary 2021/22

42. The budget update report presented to Cabinet on 24 November 2020 included provisional cash limit guidelines for each department. The cash limit for the CCBS Department in that report was £43.1m, a £0.4m decrease on the previous year resulting from:
- £3.382m permanent reduction reflecting full removal of the Tt2021 savings from the base budget.
 - £2.567m increase covering the full year effect of pay and non-pay inflation.
 - A net increase of £435,000 from transfers and technical adjustments including the full year effect of the transfer of some HantsDirect services to CCBS.
43. At that stage, the cash limit guidelines did not include the following item which has now been added (and will be included in the February budget report) reducing the cash limit to £42.1m:
- The technical adjustment to transfer £1.003m from the 2021/22 revenue repairs and maintenance budget to the CCBS capital programme referred to in paragraph 34
44. Appendix 2 sets out a summary of the proposed budgets for the service activities provided by the CCBS Department within the portfolio of the Executive Member for CSHRP for 2021/22 and shows that these are within the cash limit set out above.
45. In addition to these cash limited items there are further budgets which fall under the responsibility of the CCBS Department, which are shown in the table below:

| | 2021/22 | |
|--------------------------|----------------|--------------|
| | £'000 | £'000 |
| Cash Limited Expenditure | 111,132 | |

| | | |
|--|----------|---------------------------|
| Less Income (Other than Government Grants) | (69,019) | <hr/> |
| Net Cash Limited Expenditure | | 42,113 |
| Trading Units Net (Surplus) / Deficit | | (890) |
| Coroners | | 2,391 |
| Total Net Expenditure | | <hr/> 43,614 <hr/> |

REQUIRED CORPORATE AND LEGAL INFORMATION:

Links to the Strategic Plan

| | |
|---|-----------------|
| Hampshire maintains strong and sustainable economic growth and prosperity: | Yes / No |
| People in Hampshire live safe, healthy and independent lives: | Yes / No |
| People in Hampshire enjoy a rich and diverse environment: | Yes / No |
| People in Hampshire enjoy being part of strong, inclusive communities: | Yes / No |

Other Significant Links

| Links to previous Member decisions: | |
|---|---|
| <u>Title</u> | <u>Date</u> |
| Transformation to 2021 – Revenue Savings Proposals (Executive Member for Policy and Resources) https://democracy.hants.gov.uk/documents/s38408/2019-09-24%20RPT%20EMPR%20Budget%20Report%20Tt2021%20FINAL.pdf | 24 September 2019 |
| Medium Term Financial Strategy Update and Transformation to 2021 Savings Proposals http://democracy.hants.gov.uk/ieIssueDetails.aspx?Id=22267&PlanId=0&Opt=3#A122852 | Cabinet – 15 October 2019 / County Council – 7 November 2019 |
| Medium Term Financial Strategy Update https://democracy.hants.gov.uk/ieListDocuments.aspx?CId=134&MId=6499&Ver=4 | Cabinet – 14 July 2020 / County Council – 16 July 2020 |
| Budget Setting and Provisional Cash Limits 2021/22 https://democracy.hants.gov.uk/documents/s60700/Nov%202020%20Financial%20Update%20Budget%20Setting%20-%20Cabinet%20FINAL.pdf | Cabinet – 24 November 2020 / County Council – 3 December 2020 |
| 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 | |

EQUALITIES IMPACT ASSESSMENT:

1. Equality Duty

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 by or under the Act with regard to the protected characteristics as set out in section 4 of the Act (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation);
- Advance equality of opportunity between persons who share a relevant protected characteristic within section 149(7) of the Act (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic within section 149(7) of the Act (see above) and persons who do not share it.

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

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

2. Equalities Impact Assessment:

The budget setting process for 2021/22 does not contain any proposals for major service changes which may have an equalities impact. Proposals for budget and service changes which are part of the Transformation to 2021 Programme were considered in detail as part of the approval process carried out in October and November 2019 and full details of the Equalities Impact Assessments relating to those changes can be found in Appendices 5 to 8 in the October Cabinet report linked below:

<http://democracy.hants.gov.uk/mgAi.aspx?ID=21194#mgDocuments>

For proposals where a Stage 2 consultation was required the EIAs were preliminary and were to be updated and developed following this further consultation when the impact of the proposals could be better understood.

Executive Member for Recreation and Heritage Decision Day 28 July 2020:
Library Service Transformation – Strategy to 2025, Appendix 6
<https://democracy.hants.gov.uk/mgAi.aspx?ID=27968#mgDocuments>
<https://democracy.hants.gov.uk/documents/s54663/Library%20Service%20Transformation%20-%20Appendix%206.pdf>

Budget Summary 2021/22 – Culture, Communities and Business Services

| Service Activity | Original Budget 2020/21 £'000 | Revised Budget 2020/21 £'000 | Proposed Budget 2021/22 £'000 |
|--|-------------------------------------|------------------------------------|-------------------------------------|
| <u>CCBS Cash Limited Services</u> | | | |
| Transformation | 577 | 1,031 | 997 |
| Rural Broadband | 307 | 314 | 130 |
| CCBS IT Budget | 80 | 80 | 81 |
| Business Development Team | 610 | 762 | 671 |
| Regulatory Services | 924 | 948 | 815 |
| Community Grants | 938 | 1,002 | 862 |
| Energise Me Grant (Sport) | 133 | 133 | 116 |
| Library Services | 11,553 | 11,580 | 10,356 |
| Business Support | 454 | 577 | 634 |
| Scientific Services | 123 | 152 | 177 |
| Asbestos | 25 | 43 | 111 |
| Countryside – Country Parks, Countryside Sites, Nature Reserves | 1,717 | 2,080 | 1,967 |
| Countryside – Rights of Way | 1,001 | 970 | 848 |
| Outdoors Centres | 377 | 440 | 474 |
| Arts and Museums (including HCT grant) | 2,434 | 2,434 | 2,326 |
| Archives | 689 | 761 | 659 |
| Risk, Health and Safety | 27 | 0 | 0 |
| Rural Affairs | 275 | 259 | 268 |
| Corporate Estate | (205) | (205) | (205) |
| County Farms | (495) | (495) | (493) |
| Development Account | (346) | (346) | (345) |
| Sites for Gypsies and Travellers | 29 | 37 | 39 |
| Property Services | 3,579 | 4,724 | 3,816 |
| Facilities Management and the Great Hall | 3,371 | 3,562 | 3,757 |
| Hampshire Printing Services | (50) | (35) | (14) |
| Total | 28,127 | 30,808 | 28,047 |

| Service Activity | Original Budget 2020/21 £'000 | Revised Budget 2020/21 £'000 | Proposed Budget 2021/22 £'000 |
|--|--|---|--|
| Net Contribution to / (from) Cost of Change | 1,498 | 4,495 | 638 |
| CCBS Cash Limited Budget ⁽¹⁾ | 29,625 | 35,303 | 28,685 |
| <u>CCBS Managed Services</u> | | | |
| Sports Bursaries | 18 | 18 | 18 |
| Manydown and other miscellaneous | (36) | (36) | (23) |
| Feasibility | 1,035 | 1,035 | 1,035 |
| Strategic Land | 1 | 4,988 | 0 |
| Strategic Land disposal of sites | 228 | 228 | 231 |
| Office Accommodation ⁽¹⁾ | 3,990 | 3,896 | 4,040 |
| Repairs & Maintenance | 8,635 | 8,812 | 8,127 |
| CCBS Managed Services Budget | 13,871 | 18,941 | 13,428 |
| CCBS Cash Limited and Managed Services Budget | 43,496 | 54,244 | 42,113 |
| Coroners | 1,998 | 2,294 | 2,391 |
| River Hamble | 8 | (44) | (53) |
| County Supplies | (460) | (476) | (407) |
| HC3S | 374 | 374 | (410) |
| Hampshire Transport Management | (29) | (13) | (20) |
| Trading Units | (107) | (159) | (890) |

⁽¹⁾ Office Accommodation had previously been included within the CCBS cash limited services, but the original budget above is restated to show this within the CCBS managed services.

Budget Summary 2021/22 – CCBS Transformation & Business Management and Property Services & Facilities

| Service Activity | Original Budget 2020/21 £'000 ⁽¹⁾ | Revised Budget 2020/21 £'000 | Proposed Budget 2021/22 £'000 |
|--|---|---------------------------------|----------------------------------|
| <u>CCBS CSHRP Cash Limited Services</u> | | | |
| Transformation | 577 | 1,031 | 997 |
| Rural Broadband | 307 | 314 | 130 |
| CCBS IT Budget | 80 | 80 | 81 |
| Business Development Team | 610 | 762 | 671 |
| Corporate Estate | (205) | (205) | (205) |
| County Farms | (495) | (495) | (493) |
| Development Account | (346) | (346) | (345) |
| Sites for Gypsies and Travellers | 29 | 37 | 39 |
| Property Services | 3,579 | 4,724 | 3,816 |
| Facilities Management and the Great Hall | 3,371 | 3,562 | 3,757 |
| Hampshire Printing Services | (50) | (35) | (14) |
| Total | 7,457 | 9,429 | 8,434 |
| Net Contribution to / (from) Cost of Change | (25) | 359 | (25) |
| CCBS CSHRP Net Cash Limited Budget | 7,432 | 9,788 | 8,409 |
| <u>CCBS CSHRP Managed Services</u> | | | |
| Manydown and other miscellaneous | (36) | (36) | (23) |
| Feasibility | 1,035 | 1,035 | 1,035 |
| Strategic Land | 1 | 4,988 | 0 |
| Strategic Land disposal of sites | 228 | 228 | 231 |
| Office Accommodation | 3,990 | 3,896 | 4,040 |
| Repairs & Maintenance | 8,635 | 8,812 | 8,127 |

| Service Activity | Original Budget 2020/21 £'000 ⁽¹⁾ | Revised Budget 2020/21 £'000 | Proposed Budget 2021/22 £'000 |
|--|---|---|--|
| CCBS CSHRP Managed Services Budget | 13,853 | 18,923 | 13,410 |
| Total CCBS CSHRP Budget | 21,285 | 28,711 | 21,819 |
| CCBS Policy & Resources Services | 642 | 0 | 0 |
| CCBS Recreation, Heritage, Countryside & Rural Affairs Services | 21,569 | 25,533 | 20,294 |
| Total CCBS | 43,496 | 54,244 | 42,113 |
| Coroners | 1,998 | 2,294 | 2,391 |
| County Supplies | (460) | (476) | (407) |
| HC3S | 374 | 374 | (410) |
| Hampshire Transport Management | (29) | (13) | (20) |
| Total CCBS CSHRP Trading units | (115) | (115) | (837) |
| River Hamble | 8 | (44) | (53) |
| Other CCBS Trading units | 8 | (44) | (53) |
| Total CCBS Trading units | (107) | (159) | (890) |

⁽¹⁾ These budgets were previously reported directly to the Executive Member for Policy and Resources.

HAMPSHIRE COUNTY COUNCIL

Front Cover Report

| | |
|---------------------|---|
| Committee: | Policy and Resources Select Committee |
| Date: | 19 January 2021 |
| Title: | 2021/22 to 2023/24 Capital Programme Report for CCBS |
| Report From: | Director of Culture, Communities and Business Services and Deputy Chief Executive and Director of Corporate Resources |

Contact name: Steve Clow

Tel: 0370 779 8845

Email: Steve.Clow@hants.gov.uk

Purpose of this Report

1. For the Policy and Resources Select Committee to pre-scrutinise the Culture, Communities and Capital Programme 2021/22 to 2024/24.
2. The Executive Member for Commercial Strategy, Human Resources and Performance is requested to approve the proposals for submission to Cabinet and County Council in February 2021. The Select Committee is being asked to consider recommendations proposed in the report to the Executive Member for Commercial Strategy, Human Resources and Performance and to agree and make recommendations accordingly.

Recommendations

That in regard to the Culture, Communities and Capital Programme 2021/22 to 2024/24, the Select Committee either:

supports the recommendations being proposed to the Executive Member for Commercial Strategy, Human Resources and Performance

Or:

agrees any alternative recommendations to the Executive Member for Commercial Strategy, Human Resources and Performance, with regards to the proposals set out in the attached report.

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HAMPSHIRE COUNTY COUNCIL

Decision Report

| | |
|------------------------|---|
| Decision Maker: | Executive Member for Commercial Strategy, Human Resources and Performance |
| Date: | 19 January 2021 |
| Title: | 2021/22 to 2023/24 Capital Programme Report for CCBS |
| Report From: | Director of Culture, Communities and Business Services and Deputy Chief Executive and Director of Corporate Resources |

Contact name: Steve Clow

Tel: 0370 779 8845

Email: Steve.Clow@hants.gov.uk

Purpose of the Report

1. This report seeks approval for submission to the Leader and Cabinet of the proposed capital programme for Policy and Resources for 2021/22 to 2023/24 and the revised capital programme for 2020/21.

Recommendations

To approve for submission to the Leader and the Cabinet:

2. The capital programme for 2021/22 to 2023/24 as set out in Appendix 1.
3. The revised capital programme for 2020/21 as set out in Appendix 2 including the addition of £26.9M Solar PV and Windows Replacement programmes funded in full from the award of Government Decarbonisation Fund monies. These projects support the Council's commitment to the Climate Change Emergency.
4. Approval by the Executive Member to spend £26.9M decarbonisation grant funding for 2020/21 as set out in the project appraisals for Solar PV (scheme value £6.75M) and Windows Replacement (scheme value £20.2M) in Appendix 4a and 4b.
5. The carry forward of resources of £15.3M from 2020/21 to 2021/22 as set out in paragraph 23.
6. Approval by the Executive Member to increase the values of two 2020/21 Schools Condition Allocation (SCA) named schemes: £349,500 for Wavell School (scheme total now £2.65M), and £291,250 for Crestwood School (scheme total now £2.04M)
7. Approval by the Executive Member to add a new named scheme to the Schools Condition Allocation 2020/21 programme for Netley Abbey Infants School (scheme total £300,000) funded from within the existing SCA grant funding, with approval to spend £300,000 grant funding as set out in the project appraisal in Appendix 3.
8. An Executive Member recommendation to Cabinet that an increased value of £757,250 is approved, for addition to the existing named scheme for Testbourne school in 2020/21, funded from the Schools Condition Allocation grant (scheme total now £3.26M).
9. Approval by the Executive Member to increase the value of the Uplands Development Infrastructure project by £391,000 (scheme total now £28.541M), using the part of the Covid-19 capital identified in the July 2020 Medium Term Financial Strategy.

Executive Summary

10. This report seeks approval for submission to the Leader and Cabinet of the proposed capital programme for CCBS for 2021/22 to 2023/24.
11. The report has been prepared in consultation with the Executive Member and will be reviewed by the Policy and Resources Select Committee. It will be reported to the Leader and Cabinet on 9 February 2021 to make final recommendations to County Council on 25 February 2021.
12. In accordance with the provisional capital guidelines approved by Cabinet in November 2020, the report considers the schemes which it is proposed to include in the capital programmes for 2021/22, 2022/23 and 2023/24. The report also presents the revised programme for 2020/21.
13. The proposals contained within this report are derived from the departmental service plans which have been developed to support the 'Serving Hampshire - Strategic Plan 2017 – 2021'.

Contextual information

14. Executive Members have been asked to prepare proposals for:
 - a locally resourced capital programme for the three-year period from 2021/22 to 2023/24 within the guidelines used for the current capital programme including the third year, 2023/24, at a similar level to 2022/23
 - a programme of capital schemes in 2021/22 to 2023/24 supported by Government grants as announced by the Government.
15. The capital guidelines are determined by the medium-term financial strategy which is closely linked to the 'Serving Hampshire - Strategic Plan 2017 – 2021' and departmental Service plans to ensure that priorities are affordable and provide value for money and that resources follow priorities.
16. This first three-year capital programme report to the Executive Member for Commercial Strategy, Human Resources and Performance (EMCSHRP) replaces the report previously taken to the Executive Member for Policy and Resources. This change recognises that the majority of the on-going Policy and Resources capital programme, both in value and number of schemes, is delivered by the Culture, Communities and Business Services (CCBS) Department however, from time to time, the three-year programme report may also need to include one-off proposals from Corporate Services / Corporate Resources.
17. CCBS services are reported to different Executive Members and individual project appraisals for schemes within the approved programme will be taken to the appropriate Executive Member depending on the service bringing the project forward.

Locally resourced capital programme

18. The cash limit guidelines for the locally resourced capital programme for the Policy and Resources portfolio service set by Cabinet are as follows:

| | £'000 |
|---------|-------|
| 2021/22 | 4,559 |
| 2022/23 | 4,559 |

19. Executive Members may vary the guidelines between years provided their total three-year guideline is not exceeded and bunching of payments in any one year or front-loading is avoided.
20. Executive Members may propose supplementing their capital guidelines under the 'prudential framework' agreed by Cabinet at its meeting on 24 November 2003, as amended by Cabinet in February 2006. From 2009/10, Hampshire Transport Management (HTM) has used prudential borrowing to fund the purchase of vehicles instead of leasing them to generate savings. The allocation for this scheme is included within the guidelines above.

Revised 2020/21 capital programme

21. The resources for the revised 2020/21 capital programme for CCBS are shown below and total £99.3 million. The changes since the capital programme was approved in February 2020 are summarised below with further details shown in Appendix 2:

| | 2020/21 |
|---|----------------|
| | £'000 |
| Approved programme | 28,467 |
| Allocations carried forward from previous years | 49,812 |
| Adjustment to Government grant | -14 |
| Addition SCA grant allocation | 8,087 |
| Share of 2019/20 capital receipts | 1,610 |
| Developers contributions | 91 |
| CPT Additional Funding | 70 |
| Carry forward to 2021/22 | -15,258 |
| SCA Grant transferred to Children's Services | -247 |
| Net transfers between capital and revenue and other technical adjustments to meet accounting requirements | -660 |
| Public Sector Decarbonisation Fund - Solar PV | 6,750 |
| Public Sector Decarbonisation Fund – Windows replacement | 20,200 |
| Botley (Uplands) Additional funding | 391 |
| | 99,299 |

22. The schemes carried forward from previous years of £49.812m were agreed by Cabinet on 14 July 2020. Significant additions to the programme include a one-off additional School Condition Allocation grant of £8.087M and the Public Sector Decarbonisation Fund grant of £26.9M detailed in paragraphs 46 - 50.

Resources and projects proposed to be carried forward to 2021/22

23. The following table outlines the projects and resources that for reasons set out below, it is proposed to defer and carry forward to 2021/22:

| Project | Cost of Projects & Resources carried forward £'000 |
|---|---|
| Office Accommodation capital projects | 1,850 |
| County Farms | 2,339 |
| Countryside Rights of Way | 330 |
| School Condition Allocation (building improvements) | 10,739 |
| Total | 15,258 |

24. Capital receipts from previous rationalisation of the office accommodation portfolio have been amalgamated and retained in the capital programme. The capital funding will be used to address essential condition related maintenance works in the retained office portfolio. Investment will also be made to improve and adapt workspaces to facilitate new ways of working and enable further rationalisation of the estate. The total funding of £1.850M including the capital receipt from Aldershot Old Town Hall will be allocated once priorities are determined. These will be identified within the existing principles for management of the corporate office estate, which include ensuring assets support and respond to changes in departmental operating models to underpin organisational effectiveness; seeking opportunities to realise savings through asset rationalisation or to generate income through leasing surplus space in our assets; and investing in our estate where it facilitates more effective use of assets, or wider changes to the estate. In addition, the forward programme will need to take into account future requirements for accommodation post Covid-19. Work is ongoing to assess what service and departmental requirements are for future working arrangements and thereby how the office estate will be configured in the future. It is certain that it will not be a return to the same situation before the pandemic. Opportunities will be taken to rationalise and reduce costs where it is appropriate to do so.
25. In accordance with the strategy for the County Farms estate, capital receipts from the sale of farmland and buildings are accrued and earmarked for future investment in County Farms. Minor improvements are required to a number of farms. These include the relocation and refurbishment of some farm buildings, but mainly comprise drainage and infrastructure improvements to ensure compliance with Nitrate Vulnerable Zone (NVZ) regulations. Some schemes already identified in the 2020/21 programme and requiring completion this winter have been expanded, although individually no scheme exceeds £250,000.
26. Two improvement projects have been identified as named schemes for 2021/22, with a combined value of £1.1M to be funded from existing capital receipts. Lyde Green Farm, Rotherwick, requires considerable investment in slurry storage in order to comply with slurry storage and NVZ regulations. The existing lagoon is insufficient to take the slurry and dirty water quantities generated by the farm and is also poorly situated close to residential properties. A new lagoon is to be provided at a different location, which will resolve all risk

and compliance issues. Hollam Hill Farm buildings consist largely of a range of timber-framed portal buildings that are costly to maintain and no longer considered to be safe or structurally viable. These are to be replaced with modern steel portal frame buildings which will be fitter for purpose and much less costly to repair.

27. In addition to the two named schemes, a further £265,000 of minor capital works has been identified across the County Farms estate for delivery in 2021/22.
28. Works identified by the Countryside service cover essential improvements to the road through River Hamble Country Park that provides access to Manor Farm. This critical structural resurfacing scheme is required to avoid closure of the road, associated reputational damage and loss of income. The damage to the road is a result of extreme adverse weather conditions. Funding in previous years has been provided for storm damage in the countryside estate and will be supplemented with the balance from the 2020/21 capital programme.
29. The Countryside service has a statutory duty to maintain the Rights of Way network to ensure it remains safe and accessible for the public. Works identified for 2021/22 represent the most essential priorities in order for the County Council to fulfil its statutory responsibilities. Schemes identified by the Countryside service represent essential health and safety and improvement works to assets such as bridges, where structural issues have been identified during inspections. These schemes also address public Rights of Way which require surfacing and drainage works to ensure that the network is kept open, and to address issues where temporary closures have had to be put in place to ensure public safety. Funding is drawn from the proposed carry forward from 2020/21 of £328,000 minor capital works and £2,000 capital programme contingency.
30. There is a need to increase funding on three previously named Schools Condition Allocation projects within the 2020/21 programme and to add a new named scheme into the current year's programme. The SCA grant is used to improve the schools estate on a priority basis based upon existing condition data and local knowledge. Increases required are as follows: £349,500 for Wavell school; £291,250 for Crestwood school; and £757,250 for Testbourne school. The additional named scheme is Netley Abbey Infants (total scheme value £300,000). The increased funding is required to deliver additional work identified during the detailed scoping process, as well as being a result of cost impacts directly linked to the Covid crisis including extended time to facilitate Covid-secure delivery as well as the associated cost in materials driven by manufacturing challenges. The additional funding for these schemes totals £1.7M. The additional funding will be drawn from the Schools Condition Allocation grant.
31. Finally, there is a need to increase the funding for the Uplands Development Infrastructure (UDI) project which will see the provision of the servicing arrangements (highways and utilities) to support the delivery of Deer Park School and housing on the County Council owned Woodhouse Lane site at Hedge End. The Executive Member for Policy and Resources approved a project appraisal for the UDI works in March 2020. Following a recent tender exercise there is a cost increase associated with Covid-19 and an extension to the construction contract period due to social distancing and other operational issues. Approval is sought to add a further £391k to the P&R capital programme in 2020/21 using the part of the Covid-19 capital reserve identified in the July 2020 Medium Term Financial Strategy. An updated Project Appraisal approval will be secured from the Executive Member for Policy and Resources separately.

Proposed capital programme 2021/22 to 2023/24 – locally resourced schemes

32. The programme proposed for 2021/22 to 2023/24 is detailed in Appendix 1.
33. The largest allocation is £3.4 million per annum for vehicle purchases by Hampshire Transport Management (HTM). An increase of £0.4m per annum from 2020/21 was approved by County Council in February 2020 to enable HTM to respond to growing business for electric vehicles. The cost of these purchases is recovered through business unit charges to customers.
34. The 2021/22 programme also includes improvements to retained library facilities, following a public consultation on the service in 2020. Specifically, £500,000 has been allocated for a comprehensive programme of internal improvements to Winchester Discovery Centre.
35. The 2021/22 cash limit guideline is supplemented by contributions from departmental revenue budgets and cost of change reserves and capital receipts to fund specific schemes.
36. Capital improvement schemes totalling £1.003M have been identified as part of the annual programme of essential repairs and maintenance for the corporate estate in 2021/22. Individual schemes will be approved under officer delegations in line with agreed priorities. These schemes can be funded by revenue contributions to capital, using the repairs and maintenance budget in 2021/22.
37. The 2021/22 capital programme also includes the proposal to carry forward funding from the 2020/21 programme in respect of schemes that for a variety of reasons summarised from paragraph 23 will not start in the current financial year. The total of locally resourced funding proposed to be carried forward is £4.5M. The augmented locally resourced programme totals are shown in the table below:

| | 2021/22 | 2022/23 | 2023/24 |
|---|---------------|--------------|--------------|
| | £'000 | £'000 | £'000 |
| Guideline set by Cabinet | 4,559 | 4,559 | 4,559 |
| Departmental revenue and reserve contributions to capital | 1,003 | | |
| Carry forward from 2020/21 | 4,519 | | |
| Proposed locally resourced programme | 10,081 | 4,559 | 4,559 |

Proposed capital programme 2021/22 to 2023/24 supported by Government allocations

38. The Government has allocated all its support for the capital programme in the form of capital grants (Schools Condition Allocation), and not as borrowing allocations. This allocation is used to improve the operational efficiency and quality of the learning environment in the schools estate. The grant is welcome and is used to improve the performance of the school estate which also enhances the environment for teaching and learning.
39. The Secretary of State has not yet announced details of individual local authority capital allocations for 2021/22, 2022/23 and 2023/24. However, for planning purposes, a continuation of 2020/21 allocations is assumed. 15 named schemes, totalling £13.2M, have been provisionally identified for 2021/22, along with various programmes of work below the threshold for named schemes, totalling the balance of the anticipated grant funding, plus a carry forward of additional grant funding received in-year in 2020/21.

40. In 2020/21, the Government announced a SCA grant of £17,412,044 for local authority schools and Sure Start early years centres. This is similar to the allocation for 2019/20 and is indicative of allocations that can be assumed for future years, although these will be adjusted for any changes in the size of the Hampshire school estate. In addition, a one-off grant of £8,086,478 was received in 2020/21. It is not assumed that this one-off additional grant funding will be repeated in future years.
41. Schemes identified support the County Council's statutory responsibilities for schools and reduce the maintenance backlog liability through targeted risk-based investment. The most significant maintenance challenge in the schools' portfolio remains the high proportion of 'system buildings' including the SCOLA system used extensively throughout the 1950s to the 1970s. SCOLA buildings represent 40% of the floor area of the school estate in Hampshire and named schemes continue to progress modernising the SCOLA Mark 2 buildings. Recladding SCOLA schools addresses maintenance backlog issues. It also significantly improves the internal building environment and energy efficiency and in providing a new external envelope protects the overall structure of these buildings, extending their life.
42. Beyond the continuation of the SCOLA programme, there is a need to continue to address the wider maintenance liabilities across the schools' estate. Named projects address both mechanical and building fabric related liabilities (predominantly linked to the external envelope) including windows and roofs. In 2021/22 there is a need to carry forward £10.7M funding from the 2020/21 programme. This reflects the in-year £8M SCA grant and the named schemes for Marnel and Wavell Schools, less the increased spend on the four schools that feature as amendments to the current 2020/21 programme (cited in recommendations 6 – 8).
43. The full grant is added to the CCBS Capital Programme cash limit to allow the funding to be prioritised to ensure that school buildings are kept safe and in good working order. Priorities are jointly agreed with Children's Services.
44. The cash limit guidelines for this part of the capital programme are as follows:

| Capital grant | 2021/22 | 2022/23 | 2023/24 |
|--|----------------|----------------|----------------|
| | £'000 | £'000 | £'000 |
| Assumed | 17,412 | 17,412 | 17,412 |
| Carry forward from 2020/21 | 10,739 | | |
| Proposed programme funded by Govt grant | 28,151 | 17,412 | 17,412 |

45. Close working between Property Services and Children's Services staff ensures maximum impact is achieved from the Schools Condition Allocation funding. A detailed programme of work will be developed to ensure targeted risk-based investment alongside the revenue funded maintenance strategies.
46. The Public Sector Decarbonisation Scheme (PSDS) announced at the end of September 2020 is a Government scheme offering grants for public sector bodies to fund energy efficiency and heat decarbonisation measures. The £1 billion scheme is part of the Chancellor's 'Plan for Jobs 2020' commitment, which aims to boost the UK's economic recovery from Covid-19 as well as the Government's net zero and clean growth goals, supporting skilled jobs in the low carbon and energy efficiency sectors. 100% grant funding is available.

47. The fund is awarded against a list of defined criteria which cannot be delivered using other existing Salix schemes and is therefore intended to deliver harder to achieve carbon saving measures. The primary metric for successful applications is achieving an investment per saving criteria of <£500/tCO₂ saved per measure. Sites identified for inclusion in the grant applications to central government were defined by their ability to meet the PSDS criteria. Overseen by the Department for Business, Energy and Industrial Strategy (BEIS), using Salix as their established delivery team, public sector bodies can submit bids for the fund until January 11th 2021. The Government's ambition is that works are delivered by 31st March 2021, with a final delivery deadline of 30th September 2021. Reporting for successful programmes will be monthly during the delivery period, and monitoring data will be required for the following 3 years post installation. Any underspend or unspent funding must be returned to Salix and any overspend cannot be claimed.
48. Hampshire County Council has always been proactive in managing the energy use and carbon reduction across its estate buildings and supporting its partners by delivering solutions and installing low-cost measures that have allowed the authority to gradually reduce its energy consumption and consequent carbon footprint. However, without investing in significant energy efficiency measures across all the County Council's estate, it is unlikely to meet targets to be carbon neutral by 2050.
49. Aligned to the County Council's declaration of a Climate Emergency in 2019, which reinforced its commitment to continuing to mitigate climate change through reducing carbon emissions, Property Services have submitted five grant applications to the PSDS, with schemes covering solar PV on the corporate and schools' estates; single to double glazing window replacements to increase energy efficiency; projects to transition corporate and school sites from oil to gas; and the implementation of heating controls in schools. These grant applications total £33M.
50. Following a detailed technical appraisal the first two grant applications for solar PV and windows upgrade schemes have been confirmed as successful, resulting in a grant of £26.9M. This is a significant success and makes a positive contribution to the stated objective of the Council to be carbon neutral by 2050 and supports the Climate Emergency declared in 2019. The outcomes of the remaining three grant applications are expected by January 2021 and will be reported to Cabinet in February 2021. The Project Appraisals for the solar PV and window upgrade programmes are attached as Appendices 4a and 4b.

Capital programme summary

51. On the basis of the position outlined above, the total value of the capital programmes submitted for consideration for the three years to 2023/24 are:

| | Schemes within locally resourced guidelines | Schemes supported by Government allocations | Total |
|---------|--|--|--------------|
| | £'000 | £'000 | £'000 |
| 2021/22 | 10,081 | 28,151 | 38,232 |
| 2022/23 | 4,559 | 17,412 | 21,971 |

| | | | |
|---------|-------|--------|--------|
| 2023/24 | 4,559 | 17,412 | 21,971 |
|---------|-------|--------|--------|

Revenue implications

52. The on-going service and maintenance implications of the proposed capital programme are funded from within the revenue budget. Some schemes are of an invest to save nature and thus have a positive impact on the revenue budget.
53. In line with proper accounting practice, the asset value resulting from capital expenditure is depreciated over the expected life of the asset with a corresponding charge to the income and expenditure account. However, this accounting adjustment does not directly impact the cash limited budget of services. The estimated depreciation arising from the proposed capital programme is as follows:

| | Full year cost |
|--------------|-----------------------|
| | £'000 |
| 2021/22 | 1,023 |
| 2022/23 | 698 |
| 2023/24 | 698 |
| Total | 2,419 |

Conclusions

54. The proposed capital programme for Policy and Resources as summarised in paragraph 51 is in line with the guidelines set by Cabinet. In addition, it plans to use the allocated Government grants in full. The main priority of the programme continues to be structural maintenance and improvement of the County's built and rural estate, and cultural facilities and the purchase of vehicles to support service delivery across the County Council. The programme supports the delivery of services countywide and contributes to the strategic aims:

- Hampshire maintains strong and sustainable economic growth and prosperity
- People in Hampshire live safe, healthy and independent lives
- People in Hampshire enjoy a rich and diverse environment
- People in Hampshire enjoy being part of strong, inclusive communities.

REQUIRED CORPORATE AND LEGAL INFORMATION:**Links to the Strategic Plan**

| | |
|---|-----|
| Hampshire maintains strong and sustainable economic growth and prosperity: | Yes |
| People in Hampshire live safe, healthy and independent lives: | Yes |
| People in Hampshire enjoy a rich and diverse environment: | Yes |
| People in Hampshire enjoy being part of strong, inclusive communities: | Yes |

Other Significant Links

| Links to previous Member decisions: | |
|---|------------------|
| <u>Title</u> | <u>Date</u> |
| Budget Setting and Provisional Cash Limits 2021/22 (Cabinet) https://democracy.hants.gov.uk/documents/s60700/Nov%202020%20Financial%20Update%20Budget%20Setting%20-%20Cabinet%20FINAL.pdf | 24 November 2020 |
| Medium Term Financial Strategy (Cabinet) https://democracy.hants.gov.uk/documents/s53375/MTFS%20-%20Cabinet%20FINAL.pdf | 14 July 2020 |
| Direct links to specific legislation or Government Directives | |
| <u>Title</u> | <u>Date</u> |
| Climate Change Action Plan 2020-25 (Cabinet) https://democracy.hants.gov.uk/documents/s57477/Climate%20Change%20Action%20Plan%202020-2025-2020-09-29-Cabinet%20Report.pdf | |
| Climate Change Strategy (Cabinet) https://democracy.hants.gov.uk/documents/s53569/Climate%20Change%20Strategy.pdf | |

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

EQUALITIES IMPACT ASSESSMENT:

1. Equality Duty

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 by or under the Act with regard to the protected characteristics as set out in section 4 of the Act (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation);
- Advance equality of opportunity between persons who share a relevant protected characteristic within section 149(7) of the Act (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic within section 149(7) of the Act (see above) and persons who do not share it.

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

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

2. Equalities Impact Assessment:

Equalities impact assessments will be considered when individual project appraisals are developed.

Policy and Resources

| Ref | Project | Construct- ion Works | Fees | Furniture Equipment Vehicles Grants | Total Cost (excluding sites) | Revenue Effect in Full Year | |
|---|--|----------------------------|-------|--|---------------------------------------|--------------------------------|--------------------|
| | | | | | | Running Costs | Capital Charges |
| | | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 |
| 2021/22 Schemes | | | | | | | |
| Schemes Supported from Local Resources | | | | | | | |
| Culture, Communities and Business Services | | | | | | | |
| 1 | Vehicles for Hampshire Transport Management # | - | - | 3,400 | 3,400 | - | 340 |
| 2 | Winchester Discovery Centre | 429 | 71 | - | 500 | - | 10 |
| 3 | County Farms - Lyde Green Farm | 381 | 63 | - | 444 | - | 9 |
| 4 | County Farms - Hollam Hill Farm | 564 | 93 | - | 657 | - | 13 |
| 5 | Country Farms Improvement Projects | 1,063 | 175 | - | 1,238 | - | 25 |
| 6 | Corporate Estate | 861 | 142 | - | 1,003 | - | 20 |
| 7 | Office Accommodation | 1,588 | 262 | - | 1,850 | - | 37 |
| 8 | Rights of Way | 283 | 47 | - | 330 | - | 7 |
| Corporate Services | | | | | | | |
| 9 | Contingency | 13 | - | - | 13 | - | - |
| Total Programme Supported by Local Resources | | 5,182 | 853 | 3,400 | 9,435 | - | 460 |
| | | | | | | | |

Capital Programme - 2021/22

| Site Position | Contract Start | | Remarks | Ref |
|------------------|-------------------|----------|---|-----|
| | Date | Duration | | |
| | Qtr | Months | | |
| N/A | - | - | Continuing programme of replacing vehicles | 1 |
| N/A | 1 | 12 | Planned Improvements at Winchester Discovery Centre | 2 |
| N/A | 1 | 12 | Planned Building Upgrade at Lyde Green Farm | 3 |
| N/A | 1 | 12 | Planned Building Upgrade at Hollam Hill Farm | 4 |
| N/A | 1 | 12 | Planned improvements across the County Farms Estate | 5 |
| N/A | 1 | 12 | Planned improvements across the Corporate Estate | 6 |
| N/A | 1 | 12 | Planned improvements to Office Accommodation | 7 |
| N/A | 1 | 12 | Planned improvements to Rights of Way | 8 |
| N/A | - | - | | 9 |

Policy and Resources

| Ref | Project | Construct- ion Works | Fees | Furniture Equipment Vehicles Grants | Total Cost (excluding sites) | Revenue Effect in Full Year | |
|-----|--|----------------------------|-------|--|---------------------------------------|--------------------------------|--------------------|
| | | | | | | Running Costs | Capital Charges |
| | | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 |
| | 2021/22 Schemes (continued) | | | | | | |
| | Schemes Supported by the Government | | | | | | |
| | Schools Condition Allocation (SCA) | | | | | | |
| 10 | Hart Plain Junior School, Waterlooville | 750 | 124 | - | 874 | - | 17 |
| 11 | Nightingale Primary, Eastleigh | 1,300 | 215 | - | 1,515 | - | 30 |
| 12 | Crookhorn College, Waterlooville | 1,200 | 198 | - | 1,398 | - | 28 |
| 13 | St John the Baptist, Waltham Chase | 250 | 41 | - | 291 | - | 6 |
| 14 | Henry Beaufort, Winchester | 1,250 | 206 | - | 1,456 | - | 29 |
| 15 | Cranborne School, Basingstoke | 1,550 | 256 | - | 1,806 | - | 36 |
| 16 | Hiltingbury Junior School, Eastleigh | 1,327 | 219 | - | 1,546 | - | 31 |
| 17 | Warblington School, Havant | 1,570 | 259 | - | 1,829 | - | 37 |
| 18 | Horndean College, Horndean | 250 | 41 | - | 291 | - | 6 |
| 19 | Swanmore College, Swanmore | 330 | 54 | - | 384 | - | 8 |
| 20 | Redbarn Primary, Fareham | 601 | 99 | - | 700 | - | 14 |
| 21 | Wavell School, Farnborough | 250 | 41 | - | 291 | - | 6 |
| 22 | Vyne Community School, Basingstoke | 225 | 37 | - | 262 | - | 5 |
| 23 | Portchester Community School, Portchester | 225 | 37 | - | 262 | - | 5 |
| 24 | Marnel Junior School, Basingstoke | 1,202 | 198 | - | 1,400 | - | 28 |
| 25 | Wavell School, Farnborough | 2,275 | 375 | - | 2,650 | - | 53 |
| 26 | Samuel Cody Sports College, Farnborough | 250 | 41 | - | 291 | - | 6 |

Capital Programme - 2021/22

| Site Position | Contract Start | | Remarks | Ref |
|------------------|-------------------|----------|--------------------|-----|
| | Date | Duration | | |
| | Qtr | Months | | |
| Owned | - | - | - SCOLA Recladding | 10 |
| Owned | - | - | - SCOLA Recladding | 11 |
| Owned | - | - | - SCOLA Recladding | 12 |
| Owned | - | - | - Window Upgrade | 13 |
| Owned | - | - | - SCOLA Recladding | 14 |
| Owned | - | - | - SCOLA Recladding | 15 |
| Owned | - | - | - SCOLA Recladding | 16 |
| Owned | - | - | - Recladding | 17 |
| Owned | - | - | - Boiler Upgrade | 18 |
| Owned | - | - | - External Works | 19 |
| Owned | - | - | - Upgrade Roof | 20 |
| Owned | - | - | - Boiler Upgrade | 21 |
| Owned | - | - | - Boiler Upgrade | 22 |
| Owned | - | - | - Boiler Upgrade | 23 |
| Owned | - | - | - SCOLA recladding | 24 |
| Owned | - | - | - SCOLA recladding | 25 |
| Owned | - | - | - Roof Upgrade | 26 |

Policy and Resources

| Ref | Project | Construct- ion Works | Fees | Furniture Equipment Vehicles Grants | Total Cost (excluding sites) | Revenue Effect in Full Year | |
|-----|--|----------------------------|-------|--|---------------------------------------|--------------------------------|--------------------|
| | | | | | | Running Costs | Capital Charges |
| | | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 |
| | 2021/22 Schemes (continued) | | | | | | |
| 27 | Schools Condition Allocation (costing less than £250,000) | 9,361 | 1,544 | - | 10,905 | - | 218 |
| | Total Schemes Supported by the Government | 24,164 | 3,987 | - | 28,151 | - | 563 |
| | Total Excluding Land | | | | 37,586 | | 1,023 |
| | Advance and Advantageous Land Purchases | | | | 646 | | |
| | Total Programme | | | | 38,232 | | 1,023 |

Capital Programme - 2021/22

| Site Position | Contract Start | | Remarks | Ref |
|------------------|-------------------|---------------|--|-----|
| | Date | Duration | | |
| | <i>Qtr</i> | <i>Months</i> | | |
| Owned | - | - | Major improvements to school buildings | 27 |

Policy and Resources

| Ref | Project | Construct- ion Works | Fees | Furniture Equipment Vehicles Grants | Total Cost (excluding sites) | Revenue Effect in Full Year | |
|-----|---|----------------------------|-------|--|---------------------------------------|--------------------------------|--------------------|
| | | | | | | Running Costs | Capital Charges |
| | | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 |
| | 2022/23 Schemes | | | | | | |
| | Schemes Supported from Local Resources | | | | | | |
| | Culture, Communities and Business Services | | | | | | |
| 28 | Vehicles for Hampshire Transport Management # | - | - | 3,400 | 3,400 | - | 340 |
| 29 | CCBS Capital | 328 | - | - | 328 | - | 7 |
| 30 | Contingency | 185 | - | - | 185 | - | 3 |
| | Total Programme Supported by Local Resources | 513 | - | 3,400 | 3,913 | - | 350 |
| | Schemes Supported by the Government | | | | | | |
| 31 | Schools Condition Allocation | 14,946 | 2,466 | - | 17,412 | - | 348 |
| | Total Schemes Supported by the Government | 14,946 | 2,466 | - | 17,412 | - | 348 |
| | Total Excluding Land | | | | 21,325 | | 698 |
| | Advance and Advantageous Land Purchases | | | | 646 | | |
| | Total Programme | | | | 21,971 | | 698 |

Capital Programme - 2022/23

| Site Position | Contract Start | | Remarks | Ref |
|------------------|-------------------|----------|--|-----|
| | Date | Duration | | |
| | Qtr | Months | | |
| N/A | - | - | Continuing programme of replacing vehicles | 28 |
| N/A | 1 | 12 | Provision of minor works across the department including Library and Countryside services | 29 |
| N/A | - | - | | 30 |
| Owned | - | - | Major improvements to school buildings | 31 |
| | | | # controlled on an accrued expenditure basis | |

Policy and Resources

| Ref | Project | Construct- ion Works | Fees | Furniture Equipment Vehicles Grants | Total Cost (excluding sites) | Revenue Effect in Full Year | |
|-----|---|----------------------------|-------|--|---------------------------------------|--------------------------------|--------------------|
| | | | | | | Running Costs | Capital Charges |
| | | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 |
| | 2023/24 Schemes | | | | | | |
| | Schemes Supported from Local Resources | | | | | | |
| | Culture, Communities and Business Services | | | | | | |
| 32 | Vehicles for Hampshire Transport Management # | - | - | 3,400 | 3,400 | - | 340 |
| 33 | CCBS Capital | 328 | - | - | 328 | - | 7 |
| 34 | Contingency | 185 | - | - | 185 | - | 3 |
| | Total Programme Supported by Local Resources | 513 | - | 3,400 | 3,913 | - | 350 |
| | Schemes Supported by the Government | | | | | | |
| 35 | Schools Condition Allocation | 14,946 | 2,466 | - | 17,412 | - | 348 |
| | Total Schemes Supported by the Government | 14,946 | 2,466 | - | 17,412 | - | 348 |
| | Total Excluding Land | | | | 21,325 | | 698 |
| | Advance and Advantageous Land Purchases | | | | 646 | | |
| | Total Programme | | | | 21,971 | | 698 |

Capital Programme - 2023/24

| Site Position | Contract Start | | Remarks | Ref |
|------------------|-------------------|----------|--|-----|
| | Date | Duration | | |
| | Qtr | Months | | |
| N/A | - | - | Continuing programme of replacing vehicles | 32 |
| N/A | 1 | 12 | Provision of minor works across the department including Library and Countryside services | 33 |
| N/A | - | - | | 34 |
| Owned | - | - | Major improvements to school buildings | 35 |
| | | | # controlled on an accrued expenditure basis | |

Policy and Resources 2020/21 capital programme

| | |
|---|---------------------------|
| 1 Latest programme limit: | £'000 |
| Approved programme | 28,467 |
| Allocations carried forward from previous years | 49,812 |
| Additional approved prudential borrowing | |
| Draw down of approved corporate funding | |
| Salix interest free loan funding | |
| Adjustment to Government grant | -14 |
| Addition SCA grant allocation | 8,087 |
| Share of 2019/20 capital receipts | 1,610 |
| Developers contributions | 91 |
| CPT Additional Funding | 70 |
| Carry forward to 2021/22: | -15,258 |
| Transfer to Children's Services | -247 |
| Net transfers between capital and revenue and other technical adjustments to meet accounting requirements | -660 |
| Public Sector Decarbonisation Fund - Solar PV | 6,750 |
| Public Sector Decarbonisation Fund – Windows replacement | 20,200 |
| Botley (Uplands) Additional Funding | 391 |
| | <hr/> 99,299 <hr/> |

**2 Analysis of 2020/21 programme including carry forwards from 2019/20:
£'000**

CCBS Programme

| | |
|---|---------------------|
| Vehicles for Hampshire Transport Management (HTM) | 3,400 |
| Schemes controlled on an expenditure basis: | <u>3,400</u> |
| Capital repairs - Schools Condition Allocation (SCA): | |
| Other SCA works | 12,815 |
| Top ups to named schemes: | |
| Wavell School | 350 |
| Crestwood School | 291 |
| Testbourne Community School | 757 |
| Additional Schemes | |
| Netley Abbey | 300 |
| Testbourne Community School – (Developer contribution) | 650 |
| Corporate Estate Capital projects: | |
| - EII South Fire precaution works | 714 |
| - County Supplies, Warehouse | 672 |
| - 2020/21 projects individually under £250k | 440 |
| Facilities Management schemes | 205 |
| Hampshire Transport Management (HTM) – Vehicle Workshop Refurbishment | 600 |
| Botley (Uplands Development) – Infrastructure and Utility Works (provisional allocation) | 28,541 |
| Energy Performance Programme: | |
| - EPP5 - Battery Storage Technology | 700 |
| - EPP6 – Solar PV, building fabric and heating improvements | 1,000 |
| - EPP6 – battery storage for buildings with Photo Voltaic (PV) installations, bulk storage of grid electricity | 200 |
| Decarbonisation funding - Solar PV | 6,750 |

| | | |
|---|---------------|---------------|
| Decarbonisation funding – Windows replacement | | 20,200 |
| CCBS Capital | | 283 |
| Country Parks Transformation (Phase 2): | | |
| - Royal Victoria Country Park | | 1,470 |
| Other Countryside projects | | 91 |
| Outdoor Centres | | 190 |
| Basingstoke Canal: | | |
| - Crookham Deeps Embankment lining | | 230 |
| - Swan Cutting | | 335 |
| Footway Improvements | | 15 |
| County Farms | | 537 |
| Schemes controlled on a starts basis | | 78,336 |
| <hr/> | | |
| CCBS Capital Programme 2020/21 | | 81,736 |
| Investment in Hampshire | 1,849 | |
| Rural Broadband | 1,000 | |
| Strategic land purchase | 10,000 | |
| Advance and Advantageous Land/ Programme contingency | 4,714 | |
| Schemes controlled on a starts basis: | 81,736 | 17,563 |
| CCBS Capital Programme 2020/21: | 81,736 | |
| P&R Capital Programme 2020/21 | 17,563 | |
| <hr/> | | |
| Policy and Resources Capital Programme 2020/21 | | 17,563 |

Total Revised Capital Programme 2020/21

99,299

Project Appraisal for Netley Abbey Infants School

Netley Abbey Infant School, Netley – Heating system upgrade 2020/21 Schools Condition Allocation

Netley Abbey Infant School was originally constructed in 1991 in traditional load-bearing masonry under a pitched roof. The existing heating is provided through a single gas boiler located at high level and the heat is distributed through blown air fan convectors

The heating system upgrade works are necessary as a number of the components are reaching the end of their useful life, the system is unreliable and prone to regular failures leading to closure of the school.

It is proposed that the heating system upgrade works will include:

Provision of new boiler plant comprising 2 boilers and new boiler controls, to be located in a new plant room at ground level to improve access for maintenance. The provision of an additional boiler will provide resilience to the system to help prevent school closures in the future and the new boilers and controls will be energy efficient reducing the schools carbon footprint. In addition, the gas supply meter will be renewed and the internal gas infrastructure will be renewed.

The existing mains services (water, gas and electricity) and drainage infrastructure to the site will be unaffected by the works and are sufficient.

It is not anticipated that a planning application will be needed for the work

Work on site is anticipated to commence on site in the summer term of 2021 and complete in Autumn 2021.

The school site will remain in use during the construction period and local management arrangements will be put in place to manage the health and safety impact to all users.

It is proposed that the works be procured through the Minor Works Construction Framework, mechanical engineering lot.

Design risk assessments, pre-construction health & safety information and a Health & Safety File will be produced and initiated in accordance with the Construction Design and Management Regulations for the proposed scheme.

The project will incorporate the following sustainability features:

Highly efficient boiler plant and associated pumps and controls

This report therefore requests that the scheme is added to the Schools Capital Programme, funded by the Schools Capital Allocation (SCA) and approval to spend in 2020/21 is granted.

| Financial Provision for Total Scheme | Buildings £ | Fees £ | Total Cost £ |
|--|----------------|-----------|-----------------|
| P&R School Condition Allocation (SCA) | 250,000 | 41,250 | 291,250 |
| Total | 250,000 | 41,250 | 291,250 |

Project Appraisal for Public Sector Decarbonisation Fund - Solar PV

| | |
|--|---|
| Decision Maker / Committee / Panel: | Executive Member for Commercial Strategy, Human Resources and Performance |
| Date: | 19 January 2021 |
| Title: | Solar PV Programme |
| Report From: | Director of Culture, Communities and Business Services |

Contact name: Paul Roebuck

Tel: 07725 445011

Email: paul.roebuck@hants.gov.uk

Purpose of this Report

The purpose of this report is to seek spend approval for a Solar Photo Voltaic (PV) programme across the Schools and Corporate Estate funded through the Public Sector Decarbonisation Scheme Grant.

Recommendations

That the Executive Member for Commercial Strategy, Human Resources and Performance grants spend approval to the proposal for a Solar PV programme at the total cost of £6.75m

Executive Summary

In September, The Government announced a new £1 billion Public Sector Decarbonisation Scheme (PSDS) providing grant funding for De-Carbonisation of buildings. This is a scheme offering 100% funded grants for public sector organisations to fund energy efficiency and heat decarbonisation projects across their estates. The scheme is part of the Chancellor's 'Plan for Jobs 2020' commitment, which aims to boost the UK's economic recovery from Covid-19, as well as the Government's net zero and clean growth goals, aimed at supporting skilled jobs in the low carbon and energy efficiency sectors.

Hampshire County Council (HCC) has always been proactive in managing the energy use and Carbon reduction across its estate buildings and supporting its partners by delivering solutions and installing low-cost measures that have allowed the authority to gradually reduce its energy and Carbon consumption. However, without investing in significant energy efficiency measures across all the County Council's estate, it is unlikely to meet targets to be carbon neutral by 2050.

The County Council's recent declaration of a Climate Emergency on 7 June 2019 has reinforced its commitment to continuing to mitigate climate change through reducing carbon emissions and reflects the work undertaken through the Hampshire 2050 commission.

Hampshire County Council's corporate and school's estate carries a significant energy bill. With the expectation of fuel prices' continuing to increase consistently in the future, the emphasis on efficiency and savings is increasing.

A PSDS grant application had been submitted for Solar Photovoltaic (PV) installations and has been approved and successful. The grant will allow solar PV to be installed to approximately 328 HCC Primary Schools, 30 HCC Secondary Schools and 12 Corporate Sites with an overall programme value of £6.75m.

This PV proposal creates an opportunity to realise energy savings and reduce carbon. It also looks to further improve carbon credentials in conjunction with the works already carried out and future carbon reduction projects.

Site locations have been identified based on those currently without solar PV and will be confirmed further for viability. All installations will individually be below the £250k threshold for project appraisals and therefore this report is for the overall programme.

It is anticipated the works will commence in March 2021 and complete by 30 September 2021.

Once completed, this programme is expected to save 2,064 tonnes of carbon per year and reduce the Councils overall electricity costs.

The anticipated costs and funding for this scheme are as follows:

| Funding | Buildings £ | Fees £ | Total Cost £ |
|--------------------------------------|---------------------|-------------------|------------------|
| Public Sector Decarbonisation Scheme | 5,793,991.00 | 956,009.00 | 6,750,000 |
| Total | 5,793,991.00 | 956,009.00 | 6,750,000 |

Project Appraisal for Public Sector Decarbonisation Fund – Window replacement programme

| | |
|--|---|
| Decision Maker / Committee / Panel: | Executive Member for Commercial Strategy, Human Resources and Performance |
| Date: | 19 January 2021 |
| Title: | Window Replacement Programme |
| Report From: | Director of Culture, Communities and Business Services |

Contact name: Max Whitlock

Tel: 07718 146371

Email: Max.whitlock@hants.gov.uk

Purpose of this Report

The purpose of this report is to seek spend approval for a window and door replacement programme across the Schools and Corporate Estate funded through the Public Sector Decarbonisation Scheme Grant.

Recommendations

That the Executive Member for Commercial Strategy, Human Resources and Performance grants spend approval to the proposal for a Scola and Corporate Estate Window and Door Replacement programme at the total cost of £20,211,265.

Executive Summary

In September, The Government announced a new £1 billion Public Sector Decarbonisation Scheme (PSDS) providing grant funding for De-Carbonisation of buildings. This is a scheme offering 100% funded grants for public sector organisations to fund energy efficiency and heat decarbonisation projects across their estates. The scheme is part of the Chancellor's 'Plan for Jobs 2020' commitment, which aims to boost the UK's economic recovery from Covid-19, as well as the Government's net zero and clean growth goals, aimed at supporting skilled jobs in the low carbon and energy efficiency sectors.

Hampshire County Council (HCC) has always been proactive in managing the energy use and Carbon reduction across its estate buildings and supporting its partners by delivering solutions and installing low-cost measures that have allowed the authority to gradually reduce its energy and Carbon consumption. However, without investing in significant energy efficiency measures across all the County Council's estate, it is unlikely to meet targets to be carbon neutral by 2050.

The County Council's recent declaration of a Climate Emergency on 7 June 2019 has reinforced its commitment to continuing to mitigate climate change through reducing carbon emissions and reflects the work undertaken through the Hampshire 2050 commission.

Hampshire County Council's corporate and school's estate carries a significant energy bill. With the expectation of fuel prices' continuing to increase consistently in the future, the emphasis on efficiency and savings is increasing.

A PSDS grant application submitted for a Window Replacement programme has been approved and is successful. This programme will be split into 2 workstreams.

One workstream will allow windows to be replaced in all single storey SCOLA Mk 3 buildings to be installed to 39 HCC Primary Schools, 8 HCC Secondary Schools. 2 HCC SEND Schools and 4 Corporate Sites with an overall programme cost of £14.834m.

The SCOLA 3 system was used in Hampshire between 1972 and 1979 and so are all in excess of 40 years old. The buildings in the programme have the original single glazed windows and as well as being poorly insulated the windows are coming to the end of their life and have issues with the ironmongery and locking systems.

The second workstream will focus on the Corporate estate looking at single and 2 storey buildings currently single glazed and poorly insulated. Surveys of the estate are in the process of being carried out. At this point, all schemes within this workstream are expected to be below the £250k for named schemes and therefore this appraisal is for the overall programme. However, this is subject to the outcome of site surveys and, if necessary, further details of these schemes will be reported at the next available opportunity.

The works will include the replacement of existing single glazed windows and doors together with any fixed panels within the overall window frame. The new windows and doors will be thermally efficient aluminium frames with double glazing incorporating solar reflective glass and highly insulated panels. As the windows on SCOLA Mk3 are to a standard size this allows us to effectively manufacture and install a large number of windows in the short timescale that the grant allows. The Corporate estate is more diverse so will comprise of a smaller programme to meet the timescale required.

The new doors and windows will be modern, fit for purpose and low maintenance as well as significantly improving insulation levels and will have the added benefits of better security and improving the building environment.

It is anticipated the works will commence in March 2021 and complete by 30 September 2021.

Once completed, this programme is expected to save 1,690 tonnes of carbon per year and will significantly reduce the Councils overall energy costs.

The anticipated costs and funding for this scheme are as follows:

| Funding | Buildings £ | Fees £ | Total Cost £ |
|--------------------------------------|----------------------|---------------------|----------------------|
| Public Sector Decarbonisation Scheme | 17,348,725.00 | 2,862,540.00 | 20,211,265.00 |
| Total | 17,348,725.00 | 2,862,540.00 | 20,211,265.00 |

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HAMPSHIRE COUNTY COUNCIL

Cover Report

| | |
|---------------------|---|
| Committee: | Policy and Resources Select Committee |
| Date: | 19 January 2021 |
| Title: | <i>Serving Hampshire – 2020/21 Half Year Performance Report</i> |
| Report From: | Assistant Chief Executive |

Contact name: Antonia Perkins, Senior Programme Lead

Tel: 03707 797390

Email: antonia.perkins@hants.gov.uk

Purpose of this Report

1. The purpose of this item is for the Policy and Resources Select Committee to monitor performance against the Serving Hampshire Strategic Plan for 2017-2021. This fulfils the Committee's role to scrutinise 'how effectively is crosscutting/corporate policy developed, implemented and performance evaluated and improved' (as per the scrutiny responsibilities outlined in Part two of Chapter five of the Constitution).

Recommendation(s)

2. It is recommended that Policy and Resources Select Committee:
 - a) notes the County Council's performance for 2020/21 to date;
 - b) notes progress to advance inclusion and diversity; and
 - c) notes the determination of the LGSCO.

Contextual information

3. The Cabinet is due to consider the attached report providing oversight of the County Council's performance during the first half of 2019/20 when it meets on 9 February 2021.
4. The Policy and Resources Select Committee is invited to consider the report, and whether to add any items to the Select Committee work programme as a result.

REQUIRED CORPORATE AND LEGAL INFORMATION:

Links to the Strategic Plan

| | |
|---|-----|
| Hampshire maintains strong and sustainable economic growth and prosperity: | YES |
| People in Hampshire live safe, healthy and independent lives: | YES |
| People in Hampshire enjoy a rich and diverse environment: | YES |
| People in Hampshire enjoy being part of strong, inclusive communities: | YES |

Other Significant Links

| | |
|--|--------------|
| Links to previous Member decisions: | |
| <u>Title</u> | <u>Date</u> |
| Serving Hampshire - Strategic Plan for 2017-2021 | 19 June 2017 |
| 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:

Equality Duty

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 to:

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

Equalities Impact Assessment:

The County Council has a programme of work in place to advance inclusion and diversity in line with its corporate Equality Objectives. This includes undertaking both internal and external assessment of its performance to identify areas of strength and for improvement. This report reviews past performance - the activities and services that are described were subject to appropriate equality impact assessment in accordance with this programme.

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HAMPSHIRE COUNTY COUNCIL

Decision Report

| | |
|------------------------|---|
| Decision Maker: | Cabinet |
| Date: | 09 February 2021 |
| Title: | <i>Serving Hampshire – 2020/21 Half Year Performance Report</i> |
| Report From: | Assistant Chief Executive |

Contact name: Antonia Perkins, Senior Programme Lead

Tel: 03707 797390

Email: antonia.perkins@hants.gov.uk

Purpose of this Report

1. The purpose of this report is to:

- *provide strategic oversight of the County Council's performance during the first half of 2020/21 against the Serving Hampshire Strategic Plan for 2017-2021 – taking into account the impact of COVID-19;*
- *outline ongoing work and achievements to advance inclusion and diversity; and*
- *report for consideration by Cabinet a determination by the Local Government and Social Care Ombudsman (LGSCO) under Section 30 of the Local Government Act 1974.*

Recommendation(s)

2. It is recommended that Cabinet:

- a) notes the County Council's performance for 2020/21 to date;
- b) notes progress to advance inclusion and diversity; and
- c) consider the determination of the LGSCO.

Executive Summary

3. Overall performance measured against Serving Hampshire has been assessed as good during Q1 and Q2, as services have remained resilient, with improvement in most measures and the County Council is on track to meet target in half of its corporate performance measures. Sustaining this performance is an extraordinary feat – given the severe pressures and constraints caused by one of the greatest global crises in recent history, compounded by the *once in a generation* event that is the country's exit from the European Union. The impact of the COVID-19 pandemic and uncertainty resulting from EU Exit continues to be felt across all services in the County Council, and it has been through a combination of sound stewardship, strong public support, and the exceptional commitment and flexibility of staff – that these high levels of performance have been maintained.
4. The full impact and legacy of COVID-19 and EU Exit on County Council services and performance is likely to be evidenced throughout 2020-21 and beyond. Cabinet have received regular reports on the County Council's response to the pandemic, including the financial implications and impact on services. The most recent update is set out in the report to Cabinet on 24 November.
5. Reporting formally to the County Council for consideration within three months of a determination of the LGSCO pursuant to Section 30 of the Local Government Act 1974, is a statutory requirement. According to this requirement, a report is attached at Appendix three for consideration by Cabinet.

Contextual information

Current Performance reporting arrangements

6. The County Council's Performance Management Framework (PMF) provides the governance structure for performance management and reporting to Cabinet. The PMF specifies that Cabinet receives bi-annual reports on the County Council's performance against the strategic priorities set out in the Serving Hampshire Strategic Plan. The four strategic aims set out in the Plan are:
 - Hampshire maintains strong and sustainable economic growth and prosperity;
 - People in Hampshire live safe, healthy and independent lives;
 - People in Hampshire enjoy a rich and diverse environment;
 - People in Hampshire enjoy being part of strong, inclusive communities.

7. To report progress against Serving Hampshire, departments are asked to rate performance against a core set of performance metrics on a quarterly basis. For each measure, a risk-based 'red, amber, green' rating is applied, informed by the most recent data and management information.
8. Departments also provide an overview of key achievements and risks/issues against agreed the priorities, as well as the results of any recent external assessments and resident feedback. Appendix one sets out the sources of external validation of the County Council's performance during Q1 and Q2 of 2020/21. Cabinet will note that this diverse range of evidence, provides significant independent and ongoing endorsement of service performance.
9. Performance information on children's and adults' safeguarding, major change programmes, including Transformation to 2021, and the County Council's financial strategy are reported separately to Cabinet.

Future arrangements

10. The current Serving Hampshire Strategic Plan is due to be refreshed in 2021, and work is underway to develop an updated Plan which will cover the period 2021 to 2025. The revised draft Plan will include strategic priorities identified by the Hampshire 2050 Commission of Inquiry, and proposed activity to support Hampshire's recovery and restoration from the COVID-19 pandemic.
11. The updated draft Plan will be considered by the County Council's Cabinet in June 2021 and will be accompanied by a revised corporate Performance Management Framework which will govern the monitoring of the new strategic plan.

Performance

Performance against targets and improvement trend

12. Overall, the majority of corporate performance measures were reported as either low or medium risk, with a small minority identified as high.
13. Nearly half of targets were met, or were on track, as set by the relevant department at the end of September 2020/21. The majority of measures were showing improved or maintained performance during Q1 and Q2 2020/21.
14. In the cases where targets were not met, departmental improvement plans are in place. Similarly, where measures were reported as medium or high risk, mitigating actions are being undertaken by relevant services.

Impact of COVID-19 on Hampshire County Council performance

15. Three measures were reported as high risk by departments during Q1 and Q2 of 2020/21, attributable to the severe impact of COVID-19 on the service areas. Cabinet has received separate, regular updates on the impact of COVID-19, as part of the established reporting mechanisms – the most recent being on 24 November.
16. The three *high risk* areas identified by departments, for the first half of the year, were:
 - the uptake of school meals at primary schools, which at 28.8% was lower than target (57.8%) as a result of school closures, due to COVID-19. However, uptake, which reduced to 9.0% in Q1 2020/21, is now returning to normal levels. In November 2020, meal uptake was 48.4% which is a positive result given the number of classes isolating, and the closure of several schools for up to two weeks. This figure rose to an average of 52.5% in the first two weeks of December.
 - CCBS external income, fell to £27.7m, compared with £35.0m reported at the same point in the previous year. A new Commercial Strategy has been developed by the Department to provide mitigation for this shortfall.
 - the percentage of waste landfilled in Household Waste and Recycling Centres, increased from the baseline of 15.2% (2019/20) to 23.5% at Q2 2020/21. This was caused by a reduction of services to treat waste because of the COVID-19 pandemic. The service, in collaboration with Veolia, is looking into methods to improve the reuse of waste including changes to communication and behavioural change strategies

Impact of EU Exit on Hampshire County Council performance

17. **Departments have also raised the following risks related to the UK's departure from the European Union (EU), including:**
 - changes to legislation, as the UK's regulatory frameworks change without a clear idea of future requirements that will need to be adopted and appropriately resourced;
 - staffing pressures in frontline services, particularly those in which the labour force traditionally employs staff from the EU, or where locally held skills are in short supply – for example frontline social care staff;
 - costs and availability of supplies for services; and
 - strain on the road network, resulting from HGV congestion and disruption on Hampshire's and Portsmouth's road network.

Performance highlights:

18. Performance highlights during the period of April to September 2020 were as follows:

Protected Hampshire's vulnerable residents:

- launching a Coronavirus Hampshire Helpline (Hants Help 4 Vulnerable), signposting residents to information, advice and relevant services to support with issues related to finances, mental health, domestic abuse, bereavement, and substance misuse;
- opening the Clarence Unit in Gosport in August, providing 885 beds for short-term care to free up hospital beds at the Queen Alexandra Hospital whilst longer term service needs can be assessed and arranged;
- working with partners from the voluntary and community sector to harness and co-ordinate voluntary support for vulnerable residents during Covid-19, such as linking people directly to locally co-ordinated practical support with shopping and medicine delivery; and
- providing extra support to local communities in response to COVID-19, awarding £100,000 to 20 community organisations as part of the Local Authority's Supporting Families Programme, and increasing County Councillor's devolved grant budget to £10,000 for 2020/21 to support local projects, initiatives and organisations.

Supported local economic growth and employment:

- securing an award of almost £1million from the Department for Education's (DfE) Construction Skills Fund and the Construction Industry Training Board (CITB) and a further £1 million in European Social Funding to fund training opportunities for people in Hampshire looking for a career in construction;
- loaning mopeds for travel to work, or vocational training, via the Wheels to Work loan scheme, enabling more than 40 young people to access employment, training, and apprenticeships; and
- approving 91 apprenticeship levy applicants as part of the apprenticeship levy and encouraging other local organisations to offer apprenticeships to vulnerable people.

Invested in a sustainable future for Hampshire:

- adopting a Climate Change Strategy and Action Plan and committing to work with partners to make Hampshire carbon neutral by 2050;

- securing £1,937,800 of National Lottery funding, as part of the Watercress and Winterbournes Landscape Partnership Scheme, to enhance and protect the unique chalk headwater streams of the Test and Itchen rivers;
- providing an additional £1 million of investment to ‘top-up’ the Government’s existing Gigabit Broadband Voucher Scheme (GBVS) and help improve broadband for people in hard-to-reach locations; and
- supporting local schools to achieve above (national) average levels of attendance during 2020. The week ending 18 September 2020 saw 91% of primary aged children attending Hampshire schools compared to 86% nationally; and 92% of secondary aged pupils compared to 88% nationally.

Recognition for delivering positive service and innovation:

- obtaining two Modeshift National Sustainable Travel Awards for the ‘Walktober’ and Transition Time scheme projects that helped encourage sustainable journeys to school;
- achieving a ‘positive’ report following joint inspection of Hampshire’s Special Educational Needs and Disability (SEND) services by Ofsted and the Care Quality Commission (CQC);
- receiving commendation in the 2020 Municipal Journal Achievement Awards for social workforce investment and transformation which allowed social workers to spend more time working directly with children and families;
- attaining a gold award for Sir Harold Hillier Gardens in the annual South and South East in Bloom Awards for the sixth year in a row, with praise for planned new developments, including a new restaurant and a ‘frontier garden’ featuring plants at the limits of outdoor hardiness in the British environment; and
- winning the Public Sector Infrastructure Strategy of the Year for the 2020 Electric Vehicle Innovation and Excellence Awards, for the County Council’s Central Southern Regional Electric Vehicle Charging Infrastructure Framework.

19. A more extensive list of key performance achievements is included in **Appendix two.**

Equality update

20. The Equality Act 2010 places a duty on local authorities to prepare and publish one or more measurable and specific equality objective(s).
21. The section below provides an overview of specific activities undertaken between April 2020 – October 2020, aligned to the County Council's equality objectives. These actions are predominantly internally focused to maintain and strengthen the organisation's position as an inclusive employer. Key activities included:
 - publication of the County Council's Modern Slavery Statement, requiring all key services to assess and log status against the statement;
 - an online programme of events for Black History Month, including a strong statement of support and endorsement from the Chief Executive;
 - a series of 'Let's Talk Race' interventions, which provided colleagues with the opportunity to share and reflect on their personal and workplace experiences;
 - an online programme of events for National Inclusion Week, which engaged 127 staff in webinars and online activities.
 - compulsory I&D e-learning for all line managers and supervisors;
 - the introduction of COVID-19 self-assessment toolkits to safeguard all colleagues at work, particularly those in frontline and social care roles, with a specific assessment tailored for Black, Asian, and Minority Ethnic colleagues;
 - a comprehensive offer of health and wellbeing support to staff, encompassing physical and mental health in addition to resources that support personal development and maintaining contact with people whilst working from home.

Local Government and Social Care Ombudsman Determination

22. On 6 November 2020 the Local Government and Social Care Ombudsman (LGSCO) issued a report under Section 30 of the Local Government Act 1974 (Act) regarding determination of an investigation against the County Council. A copy of the report is attached at Appendix three. The report sets out details of the complaint, findings, conclusions and recommendations of the LGSCO.
23. Where a report is issued by the LGSCO under Section 30 of the Act, the County Council is required to formally consider the report within 3 months of the date of issue and confirm to the LGSO the action it has taken or proposes to take. Whilst we are not clear as to the specific circumstances as to why the LGSCO has chosen to issue a report under Section 30 of the Act, we fully accept that we did get things wrong in this case, and lessons have been learned and actions undertaken.

24. All the recommendations of the LGSCO as contained in the report have now been completed.

Conclusions

25. During the first half of the year, the County Council's overall performance has been assessed as good. Sustaining this performance, across a range of core public services, at a time of a major global pandemic, exit from the European Union and severe economic and financial uncertainty - represents an extraordinary feat. It is testament to the sound stewardship of the County Council, strong public support, and the exceptional commitment and flexibility of staff.
26. Good progress also continues to be made to advance inclusion, diversity and wellbeing, supporting the County Council's overarching equality objectives.
27. As per requirements under Section 30 of the Local Government Act 1974 (Act), this report also provides for Cabinet details of an investigation against the County Council.

REQUIRED CORPORATE AND LEGAL INFORMATION:

Links to the Strategic Plan

| | |
|---|-----|
| Hampshire maintains strong and sustainable economic growth and prosperity: | YES |
| People in Hampshire live safe, healthy and independent lives: | YES |
| People in Hampshire enjoy a rich and diverse environment: | YES |
| People in Hampshire enjoy being part of strong, inclusive communities: | YES |

Other Significant Links

| | |
|--|--------------|
| Links to previous Member decisions: | |
| <u>Title</u> | <u>Date</u> |
| Serving Hampshire - Strategic Plan for 2017-2021 | 19 June 2017 |
| 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:

Equality Duty

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 to:

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

Equalities Impact Assessment:

The County Council has a programme of work in place to advance inclusion and diversity in line with its corporate Equality Objectives. This includes undertaking both internal and external assessment of its performance to identify areas of strength and for improvement. This report reviews past performance - the activities and services that are described were subject to appropriate equality impact assessment in accordance with this programme.

Appendix one: Sources of internal and external validation

The following table sets out the results of external and internal assessments and validations which apply to the County Council at half year 2020/21.

| Assessment title | Area | External/internal | Latest judgement |
|---|---|--|--|
| Children's Services | | | |
| Inspection of Local Authority Children's Services | Full children's social care inspection | External – Ofsted | Hampshire was judged as <i>Outstanding</i> across all areas in June 2019 |
| Inspection of children's homes | Residential care homes inspection | External – Ofsted | Six children's homes (out of ten in total) are graded Outstanding or Good. Ofsted suspended inspections in April 2020 due to the COVID-19 pandemic. Inspections have been replaced by 'Assurance Visits' from September 2020 which do not lead to a judgement / grade although requirements may still be made. Five of the seven homes that are open have been visited |
| School Inspections | Inspections of schools | External – Ofsted | As at the end of March 2020, 93.3% of schools were judged to be <i>Good</i> or <i>Outstanding</i> by Ofsted. Ofsted inspections were suspended from March through to September |
| Social care self-assessment | Self-evaluation is an integral element of inspection of the local authority children's services (ILACS) framework | Internal and external – shared with Ofsted prior to annual conversation with the Director of Children's Services | The 2019 Social Care Self-Assessment was sent to Ofsted ahead of the annual conversation which took place in July 2020, having been postponed from March due to COVID-19 |

| Assessment title | Area | External/internal | Latest judgement |
|---|---|---|--|
| Inspection of Hampshire youth offending services | YOT inspection | Her Majesty's Inspectorate of Probation | Overall <i>Good</i> 2018. The inspectorate considered the arrangements for organisational delivery, the quality of court disposals, and out-of-court disposals work when making its judgement www.justiceinspectorates.gov.uk/hmiprobation/inspections/hampshireyos/ |
| Restorative Justice Council's Restorative Services Quality Mark | Youth Offending Team | External – Restorative Justice Council | Restorative Services Quality Mark awarded in April 2016 and applies until March 2023 |
| Adults' Health and Care | | | |
| Adult Social Care Services Inspection | Inspection of in house provided residential and nursing homes | External – Care Quality Commission | 22 in-house care providers are rated <i>Good</i> (including the four Community Response Teams that deliver reablement to clients at home) |
| Gold Standards Framework | Residential and nursing homes | External - National Gold Standards Framework (GSF) Centre in End of Life Care | Four of the County Council's residential and nursing homes have maintained their Platinum accreditation with the Gold Standards Framework: <ul style="list-style-type: none"> • Emsworth House • Fleming House • Malmesbury Lawn • Westholme |
| Economy, Transport and Environment | | | |

| Assessment title | Area | External/internal | Latest judgement |
|---|--|---|---|
| Accreditation to ISO9001:2015 – Quality Management | Economy, Transport & Environment (ETE) Department – whole department | External – British Standards Institute (BSI) | Usually assessed every May and November. Last visit (July 2020, delayed due to COVID restrictions) resulted in accreditation being successfully maintained. The next assessment is due in December 2020 |
| Culture, Communities and Business Services | | | |
| UKAS Accreditation | Hampshire Scientific and Asbestos Management services following an annual assessment | External – UKAS (UK Accreditation Service) | <p>UKAS provide accreditation that Hampshire’s scientific testing and inspection activities are conducted to the standard set out in ISO 17020 and 17025 and comply with the Forensic Regulators Code of Practice</p> <p>UKAS audit Hampshire Scientific Service annually for compliance and the last assessment was in May 2020 - accreditation was maintained</p> |
| Adventure Activities Licensing Services (AALS) Inspection | Hampshire Outdoor Centres | External – Adventure Activities Licensing Authority | <p>Calshot Activities Centre: Validation expires July 2021</p> <p>Hampshire and Cass Foundation Mountain Centre: Validation expires July 2022</p> |
| Learning Outside the Classroom (LOtC) | Hampshire Outdoor Centres | External - Council for Learning Outside the Classroom (CLOtC) | <p>Calshot Activities Centre: Validation expires June 2021</p> <p>Runway’s End Outdoor Centre: Validation expires February 2021</p> <p>Tile Barn Outdoor Centre: Validation expires Aug 2022</p> |

| Assessment title | Area | External/internal | Latest judgement |
|---|--|---|---|
| Adventuremark | Hampshire Outdoor Centres | External - Adventure Activity Industry Advisory Committee (AAIAC) | Calshot Activities Centre: Validation expires June 2021 Runway's End Outdoor Centre: Validation expires February 2021 Tile Barn Outdoor Centre: Validation expires Aug 2022 |
| National Indoor Climbing Award Scheme (NICAS) | Hampshire Outdoor Centres | External - ABC Training Trust | Calshot Activities Centre: Validation expires at the end of Sept 2021 |
| Royal Yachting Association (RYA) Recognised Training Centre | Hampshire Outdoor Centres | External - Royal Yachting Association (RYA) | Calshot Activities Centre – Recognised Training Centre – expires January 2021 |
| Royal Yachting Association (RYA) Sailability accreditation | Hampshire Outdoor Centres | External - Royal Yachting Association (RYA) | Calshot Activities Centre – Recognised Training Centre – expires January 2021 to provide accessible shore-based facilities for sensory, physical or other disabilities |
| British Canoeing Quality Mark (BC) | Hampshire Outdoor Centres | External - British Canoeing | Calshot Activities Centre achieved the Quality mark – expires December 2020 |
| Green Flag Awards | Outdoor accreditation for a variety of areas | External - Keep Britain Tidy | Green Flag awarded in 2020 to Lepe, Royal Victoria and Queen Elizabeth Country Parks. Royal Victoria Country Park has also been awarded the Green Heritage Award |

| Assessment title | Area | External/internal | Latest judgement |
|--|--|---|---|
| Ease of Use Survey | Volunteer survey of the Rights of Way network | External | Audits a minimum of 5% of the network each year (2.5% twice a year, in May and November), based on a set methodology. In May 2020 68% of surveys rated rights of way as 'compliant', consistent with the general expectation of 60%-70% |
| Sites of Special Scientific Interest (SSSIs) | Countryside sites in Hampshire, as part of UK wide assessment | External – Natural England | Natural England assesses the condition of SSSIs using Common Standards Monitoring (CSM) ¹ , developed by the Joint Nature Conservation Committee (JNCC) for the whole of the UK, with 88% of sites assessed as 'favourable' or 'recovering' |
| Rural Payment Agency (RPA) Inspections | Countryside sites with Pillar 1 and Pillar 2 common agricultural agreements in place | External - Rural Payment Agency (RPA) | The Rural Payments Agency (RPA) inspects a percentage of agreements each year on behalf of Natural England. The inspections check agreement holders are meeting the schemes' terms and conditions. There are no 'None Compliance Notices' active on the land managed by the HCC Countryside Service |
| Animal and Plant Health Agency (APHA) checks | Inspect animal health and welfare | External - Animal and Plant Health Agency | Spot check countryside sites for animal health and welfare and plant disease. There are no outstanding actions following APHA inspections on HCC Countryside locations |

| Assessment title | Area | External/internal | Latest judgement |
|--|--|---|--|
| Food Hygiene Ratings | Countryside Country Park cafes | Environmental Health Officer | Current ratings: 5-star ratings at Manor Farm, Staunton Farm, Titchfield Haven, Royal Victoria, Lepe Country Parks and 4-star ratings at Queen Elizabeth Country Park |
| General Register Office (GRO) – Stock and Security Audit | Registration – provides assurance to the GRO Compliance and Performance Unit | External - General Register Office | Received positive high rating in 2016, Next assessment due November 2020 (4-year cycle for those with a high rating) (This will probably be delayed due to COVID-19 restrictions and impacts) |
| General Register Office (GRO) Annual Performance Report | Registration-provides assurance to the GRO on local performance against agreed KPIs and improvement plan | External - General Register Office | Last report submitted in May 2020 (one-month delay in submission due to COVID-19 impacts). Positive comments received regarding performance and development of service in light of pandemic impacts at that time |
| Hyperactive Children's Support Group's Highest Award for Excellence in School Catering | HC3S annual assessment to retain accreditation for removal of specific additives in primary school meals | External - Hyperactive Children's Support Group | Current accreditation has been extended to September 2020 due to COVID-19. New date for re-accreditation not yet confirmed |

| Assessment title | Area | External/internal | Latest judgement |
|----------------------------|--|-----------------------------------|---|
| Food Hygiene Rating Scheme | HC3S | External – Allergen Accreditation | EII Restaurant and Coffee Shop, SHHGA, secondary schools, Fareham Library, Winchester Discovery Centre, Eastleigh Borough Council Coffee Shop – annual re-accreditation was delayed due to COVID-19 but, as of September 2020 was being progressed |
| Annual kitchen audits | HC3S internal audit covering various aspects of catering operation i.e. health and safety, training, finance | Internal | Healthy Kitchen Assessments (HKA's) are undertaken throughout the year and records are held of all those completed per academic year, Sept to Aug. COVID-19 impacted access to schools for 2019/20 and 263 HKAs were completed (compared to 338 in the previous year) |
| Food for Life Served Here | HC3S | External - Soil Association | Bronze re-accreditation achieved in January 2020 having been assessed against their criteria as providing freshly made, locally sourced food |

| Assessment title | Area | External/internal | Latest judgement |
|---|--------------------------------------|---|---|
| European Notified body Status for measuring instruments and Non-automatic Weighing machines | Trading Standards | External - National Weights & Measures Laboratory (NWML) on behalf of the Secretary of State for BEIS | <p>Status maintained. Latest full external reassessment undertaken on 30 Jan 2020. Due for external surveillance audit between September and November 2020 (Reported to Regulatory Delivery at the Department for Business, Energy & Industrial Strategy)</p> <p>On 8 September 2020 the Council gave written notice of termination of this function to the Department for Energy Business and Industrial Strategy. Our status as a notified body will cease on 6 December 2020</p> |
| Institute of Road Transport Engineers (IRTE) Workshop and Technician Accreditation | Hampshire Transport Management (HTM) | External - Freight Transport Association (FTA) | HTM have an external accreditation and audit by the FTA every three years for the workshop and technicians to be IRTE accredited. All five workshops were audited and passed in February 2018. The duration is three years and is due again in February 2021. The technicians are assessed on a rolling three-year basis |
| Compliance with the Port Marine Safety Code | River Hamble Harbour Authority | External - Maritime and Coastguard Agency | Certification of compliance with the Port Marine Safety Code. Compliance at three yearly intervals. Expires March 2021 |

| Assessment title | Area | External/internal | Latest judgement |
|--|--------------------------------|--|--|
| Compliance with Merchant Shipping (Oil Pollution Preparedness Response and Co-operation Convention Regulations 1998) | River Hamble Harbour Authority | External - Maritime and Coastguard Agency | Endorsement of Oil Spill Contingency Plan. Compliance with Merchant Shipping (Oil Pollution Preparedness Response and Co-operation Convention Regulations 1998). 5 yearly intervals. Expires August 2023 |
| Compliance with the Merchant Shipping and Fishing Vessels' (Port Waste Reception Facilities) Regulations 2003 | River Hamble Harbour Authority | External - Maritime and Coastguard Agency | Endorsement of Port Waste Management Plan. Compliance with the Merchant Shipping and Fishing Vessels' (Port Waste Reception Facilities) regulations 2003. 3 yearly intervals. Expires September 2020. Currently working towards reaccreditation, nearing completion October 2020 |
| Corporate Services | | | |
| 2019 National Inclusion Standard | Corporate | External – Inclusive Employers | Participated in the 2019 Standard Assessment and awarded <i>Bronze</i> (September 2019) – accreditation remains valid in 2020/21 |
| Accreditation to ISO20000 Service Management and ISO27001 Information Security for IT services | IT services. | External - British Standards Institute (BSI) | Audited on compliance in September 2020, which was awarded with no areas of non-conformity |

| Assessment title | Area | External/internal | Latest judgement |
|--|-----------------|--|---|
| Public Sector Internal Audit Standards | Audit services | External - Institute of Internal Auditors | Fully compliant – awarded September 2020 (valid 2020-2025) |
| Shared Services infrastructure and business processes have been independently accredited to ISAE3402 | Shared Services | External – audit undertaken by Ernst and Young | ISAE3402 has been successfully achieved for 19/20 based on the design of the control environment. This enables all partner organisations to get independent assurance comfort to an external accredited standard on the overall control environment. In 2020/21, this assurance work will extend to both the design and operation of controls |
| Annual Payment Card Industry (PCI) Data Security Standard | Corporate | Internal audit | Self-assessment against an industry standard, but is subject to Independent Internal Security Assessor |

Appendix two: 2020/21 key performance achievements at half year

| Serving Hampshire priority | Achievement |
|--|--|
| <p>Outcome one: Hampshire maintains strong and sustainable economic growth and prosperity</p> | <p>Hampshire’s Highways teams began the annual programme of surface treatments in May during the COVID-19 lock down, so that work could be completed whilst traffic levels were reduced, during which time around 20% more road defects were identified and treated compared with the previous year</p> |
| | <p>The County Council’s Travel Planning Team has won two awards in the 2020 <i>Modeshift National Sustainable Travel Awards</i>, recognising its commitment to promoting sustainable school transport. These awards were:</p> <ul style="list-style-type: none"> • ‘Excellence in Walking’, for the Council’s Walktober project during October to celebrate International Walk to School Month; and • ‘Best Project under £1,000’ for the Transition Time scheme to help families to plan safe, clean and sustainable journeys to school as they move to a new setting |
| | <p>The County Council secured an award of almost £1million from the Department for Education’s (DfE) Construction Skills Fund and the Construction Industry Training Board (CITB) to fund new training opportunities for people in Hampshire looking for a career in construction</p> |
| | <p>An additional £1 million of investment has been provided by the County Council to ‘top-up’ the Government’s existing Gigabit Broadband Voucher Scheme (GBVS), to help improve broadband for people in hard-to-reach locations. Residents in these areas are eligible for vouchers worth up to £3,000 for each home connected</p> |
| | <p>Hampshire Futures and the Hampshire Careers Partnership launched a new website, <i>Flying Start Hampshire</i>, to support the county’s young people, with a focus on Year 11 students as they prepare to move on from secondary education to further and higher education, training or employment, having secured their GCSE results</p> |
| | <p>The web page is a central hub for a range of information and links to online sources of support, guidance and resources for young people, including new material to support students through the current COVID-19 pandemic. The initiative has been supported by the Southern Universities Network (SUN)</p> |

| Serving Hampshire priority | Achievement |
|---|---|
| | <p>The County Council has secured £1 million in European Social Funding for construction skills training for the unemployed to help 1,450 adults across Hampshire. The funding will allow people to undertake pre-employment training in a number of construction disciplines enabling them to enter apprenticeships, employment, and work experience</p> |
| <p>Outcome two: people in Hampshire live safe, healthy and independent lives</p> | <p>98% of parents were offered a reception year place for their child in one of their three preferred choice schools, with 91% allocated a place at their first choice of school, consistent with performance in 2019</p> |
| | <p>The County Council received a positive report, following a joint inspection of Hampshire's Special Educational Needs and Disability (SEND) services by Ofsted and the Care Quality Commission (CQC) in March 2020</p> |
| | <p>The <i>Wheels to Work</i> Loan Scheme, which enables young people to borrow mopeds so they can get to work or vocational training, is to be extended until 2023, beyond the original March 2021 contract. The scheme, funded by the County Council and district partners, currently operates in East Hampshire, New Forest, Test Valley and Winchester and has the capacity to loan out 28 mopeds across these four districts, with the new contract to also offer the service to young people over 25. Over the first half of 2020/21 the scheme supported 42 young people to travel 42,799 miles in order to access work, training or apprenticeships. Over the last year two thirds of service users have reported that they were able to find and sustain employment as a result of the scheme</p> |
| | <p>91 apprenticeship levy applicants have been approved in the care sector, of a total of 120 as part of the apprenticeship levy in 2020/21. As well as the care sector, local organisations able to request a share of the County Council's transferred levy fund, with priority given to small and medium enterprises, public bodies such as local councils, the emergency services and construction companies. Employers are encouraged to give the offer of an apprenticeship to those who are vulnerable, such as young people who are not in education or training, the long-term unemployed, care leavers and people with special educational needs and disabilities</p> |

| Serving Hampshire priority | Achievement |
|---|---|
| | <p>The Clarence Unit opened in Gosport in August, providing 885 beds for short-term care to free up hospital beds at the Queen Alexandra Hospital whilst longer term service needs can be assessed and arranged</p> <p>The Coronavirus Hampshire Helpline (Hants Help 4 Vulnerable) was launched, signposting residents to information, advice and relevant services to support with issues related to finances, mental health, domestic abuse, bereavement, substance misuse, volunteering, and local community support</p> <p>Approval has been given for the County Council to proceed with building 60 affordable units of Extra Care Housing in Gosport as part of the County Council's wider £45 million investment in the development of Extra Care accommodation for Hampshire residents. The units are expected to be developed by the end of 2022, along with facilities including a restaurant, café and hairdressing salon, and communal residents' lounge</p> <p>Attendance at Hampshire schools was above the national average during 2020. The week ending 18 September 2020 saw 91% of primary aged children attending Hampshire schools compared to 86% nationally; and 92% of secondary aged pupils compared to 88% nationally. Many absences were the result of the need to continue shielding because a pupil had a serious medical condition, or a pupil was sick for non-COVID-19 reasons</p> |
| <p>Outcome three: People in Hampshire enjoy a rich and diverse environment</p> | <p>The County Council's Wessex Film and Sound Archive's '100 days of film' online scheme, launched in August 2020, enabling people to enjoy local film archive footage spanning from the 1910s to the 1970s, as well as providing access to historical archives during the pandemic while the Hampshire Record Office has been closed</p> <p>Four Hampshire venues and buildings have been shortlisted for 2020's SPACES (Society for Public Architecture, Construction, Engineering and Surveying) national awards. These awards' results have been postponed to 2021, owing to the COVID-19 pandemic</p> <p>The Climate Change Strategy and Action Plan were adopted by the County Council's Cabinet in September. The Strategy commits the County Council to working with partners to make Hampshire carbon neutral by 2050</p> |

| Serving Hampshire priority | Achievement |
|---|--|
| | <p>The County Council's Central Southern Regional Electric Vehicle Charging Infrastructure Framework has won the category of Public Sector Infrastructure Strategy of the Year in the 2020 Electric Vehicle Innovation and Excellence Awards</p> <p>Sir Harold Hillier Gardens has won gold in the annual South and South East in Bloom Awards for the sixth year in a row. The award committee praised new developments, including a new restaurant planned to open in spring 2021 and the upcoming creation of a 'frontier garden' featuring plants at the limits of outdoor hardiness in the British environment</p> <p>The County Council, as part of the Watercress and Winterbournes Landscape Partnership Scheme, has secured £1,937,800 of National Lottery funding to enhance and protect the unique chalk headwater streams of the Test and Itchen rivers</p> |
| <p>Outcome four: people in Hampshire enjoy being part of strong, inclusive communities</p> | <p>The County Council has worked with partners from the voluntary and community sector to harness and co-ordinate voluntary support for vulnerable residents during Covid-19, such as linking people directly to locally co-ordinated practical support with shopping and medicine delivery</p> <p>Extra support has been provided to local communities in response to COVID-19, awarding £100,000 to 20 community organisations as part of the Local Authority's Supporting Families Programme, and increasing County Councillor's devolved grant budget to £10,000 for 2020/21 to support local projects, initiatives and organisations</p> <p>The County Council continued to demonstrate its commitment to supporting the Armed Forces by innovatively marking the 75th anniversary of VE Day, despite COVID-19 restrictions, with a specially recorded film featuring personal reflections from the Leader and the County Council's Armed Forces Champion, as well as the former Deputy Commander of the 11th Infantry Brigade, and the Dean of Winchester Cathedral</p> <p>Hampshire Archives and Local Studies and Wessex Film and Sound Archive is engaging with residents, documenting how lives have changed during the global pandemic, with the aim of providing a historic record of lives in 2020, to be shared in 2021 as part of the County Council's <i>Making History: Making Movies</i> project</p> |

| Serving Hampshire priority | Achievement |
|--|--|
| <p>The way we work:</p> <ul style="list-style-type: none"> • Develop accessible and efficient online services • Work closely with our partners • Use taxpayers' money wisely • Value people's differences • Keep improving | <p>Decision meetings at the County Council have moved online to enable the continuation of the democratic process during the pandemic, with the Authority's first ever virtual Annual General Meeting held in May 2020</p> <p>The ePermit system for Household Waste and Recycling Centres has been successfully rolled out across Hampshire in August 2020, allowing for the introduction of a cross border charge</p> <p>The Children's Services Department was a finalist, and was highly commended, in the 2020 Municipal Journal Achievement Awards, in the category of Workforce Transformation. The nomination takes note of investment in recruiting additional social workers and new technology to free up the social workers from many of the administrative tasks, allowing them in their role and allow them more time to spend more time working directly with children and families</p> |

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**Report by the Local Government and Social Care
Ombudsman**

**Investigation into a complaint against
Hampshire County Council
(reference number: 19 016 357)**

6 November 2020

The Ombudsman's role

For more than 40 years the Ombudsman has independently and impartially investigated complaints. We effectively resolve disputes about councils and other bodies in our jurisdiction by recommending redress which is proportionate, appropriate and reasonable based on all the facts of the complaint. Our service is free of charge.

Each case which comes to the Ombudsman is different and we take the individual needs and circumstances of the person complaining to us into account when we make recommendations to remedy injustice caused by fault.

We have no legal power to force councils to follow our recommendations, but they almost always do. Some of the things we might ask a council to do are:

- > apologise
- > pay a financial remedy
- > improve its procedures so similar problems don't happen again.

Section 30 of the 1974 Local Government Act says that a report should not normally name or identify any person. The people involved in this complaint are referred to by a letter or job role.

Key to names used

| | |
|-------|-----------------|
| Mrs F | The complainant |
| Mr G | Her relative |

Report summary

Adult Social Care – council assessment

Mrs F complains the Council has failed to assess Mr G's needs properly and has failed to provide him with a personal budget which is sufficient to meet his needs.

Finding

Fault found causing injustice and recommendations made.

Recommendations

We recommend the Council:

- within four weeks of the date of this report:
 - backdates Mr G's initial personal budget to the date Mrs F told the Council his capital had fallen below £23,250;
 - backdates the additional funding agreed for the morning call in 2020 to the middle of September 2019;
 - pays Mr G £200 to remedy the injustice caused by the failure to meet his need for help with housework and domestic tasks;
 - writes to Mrs F apologising for the failings we have identified and pays her £250 for the time and trouble it has put her to in pursuing the complaint;
 - reassess Mr G's needs addressing the need for help maintaining a habitable home and update his care and support plan;
- within eight weeks of the date of this report:
 - report to us the action it has taken to ensure:
 - more joined up working between departments so that when someone reports capital falling below £23,250 they are referred for an assessment;
 - assessments address the need for help achieving the outcome of maintaining a habitable home without taking account of the support already in place and people are provided with the support they need and not told to pay for it themselves;
 - officers always produce and retain a care and support plan when required.

The Council has accepted our recommendations.

The complaint

1. The complainant, whom we refer to as Mrs F, complains the Council has failed to assess Mr G's needs properly and has failed to provide him with a personal budget which is sufficient to meet his needs. This left Mr G having to pay for some of his care himself.

Legal and administrative background

2. We investigate complaints about 'maladministration' and 'service failure'. In this report, we have used the word fault to refer to these. We must also consider whether any fault has had an adverse impact on the person making the complaint. We refer to this as 'injustice'. If there has been fault which has caused an injustice, we may suggest a remedy. (*Local Government Act 1974, sections 26(1) and 26A(1), as amended*)
3. The Care and Support (Eligibility Criteria) Regulations 2014 set out the eligibility threshold for adults with care and support needs. The threshold is based on identifying how a person's needs affect their ability to achieve relevant outcomes, and how this impacts on their wellbeing. To have needs which are eligible for support, the following must apply.
 - The needs must arise from or be related to a physical or mental impairment or illness.
 - Because of the needs, the adult must be unable to achieve two or more of the following outcomes.
 1. Managing and maintaining nutrition.
 2. Maintaining personal hygiene.
 3. Managing toilet needs.
 4. Being appropriately clothed.
 5. Being able to make use of the adult's home safely.
 6. Maintaining a habitable home environment.
 7. Developing and maintaining family or other personal relationships.
 8. Accessing and engaging in work, training, education or volunteering.
 9. Making use of necessary facilities or services in the local community including public transport, and recreational facilities or services.
 10. Carrying out any caring responsibilities the adult has for a child.
 - Because of not achieving these outcomes, there is likely to be a significant impact on the adult's wellbeing.
4. Although councils can address any other outcomes they consider relevant, they must address all the outcomes identified in the Regulations. The Care and Support Statutory Guidance ("the Guidance") says "*there is no hierarchy of needs*" (paragraph 6.114).
5. Section 24(3) of the Care Act 2014 sets out the circumstances for giving someone an independent personal budget (a statement which specifies what the cost would be to a council of meeting the adult's eligible needs for care and support).

However, as this section of the Act has not been enacted, there is no duty to produce an independent personal budget.

How we considered this complaint

6. We have produced this report after examining the relevant files and documents, and discussions with Mrs F.
7. We gave Mrs F and the Council a confidential draft of this report and invited their comments. The comments received were taken into account before we completed the report.

What we found

8. Mr G has dementia. He lives alone.
9. The Council provided reablement care for Mr G in 2018, following a referral from his GP. It completed an assessment of his needs in October 2018. The assessment addresses Mr G's needs relating to:
 - physical wellbeing;
 - mental wellbeing;
 - medication;
 - daily living;
 - personal care;
 - meals and nutrition;
 - social inclusion;
 - environment;
 - mobility and transfers; and
 - money management.
10. For most of these issues the Council's assessment template invites the assessor to identify: the desired goal (outcome); possible risks; and the required actions. But it does not do this for daily living. The assessment says Mr G needs help with: medication; personal care; meals and nutrition; and money management. For daily living, it says family help with shopping, laundry and a private carer does some housework.
11. The assessment says Mr G has eligible care needs as he cannot achieve two or more of these outcomes without support:
 - managing and maintaining nutrition;
 - maintaining personal hygiene;
 - managing toilet needs;
 - being appropriately clothed; and
 - being able to make use of the home safely.
12. The assessment says Mr G needed help twice a day:
 - 45 minutes each morning to help with washing, dressing and medication; and
 - 30 minutes each evening to help with washing, undressing and medication.

-
13. The assessment says:
 - Mr G's family helped with shopping and laundry;
 - a private carer did some housework;
 - the family visited every afternoon to give him his tea and leave him with a snack; and
 - Mr G had meals on wheels most days but went to his family on Sundays.
 14. Mr G had capital over £23,250 so had to pay the full cost of his care. The assessment says:
 - Mr G and his family knew there would be a £296 one off fee and £6 weekly charge if he asked the Council to arrange his care;
 - the family decided to arrange Mr G's care and said they would want direct payments when his capital fell below £23,250;
 - the reablement team would continue to visit Mr G until the family arranged care was in place; and
 - the family knew the Council arranged care would become chargeable on 5 November.
 15. The Council did not produce a care and support plan or give Mr G a personal budget. It says this was not necessary as he was self-funding.
 16. Mrs F contacted the Council when Mr G's capital fell below £23,250. The Council did a financial assessment and found Mr G's capital fell below £23,250 on 9 May. As part of the assessment of Disability Related Expenditure, the Council allowed £14.88 a week for the cost of employing a domestic cleaner. It said Mr G would have to pay £68.38 a week towards the cost of his care.
 17. On 11 July Mrs F told the Council they were using a care agency which charged £25 to £26 an hour to care for Mr G for one hour each morning and evening (the agency's minimum call length is one hour). She asked if the Council would fund this via direct payments. It said it would need to assess Mr G first. It also said it would check if another care agency could meet Mr G's needs for less than £25 an hour. It said Mr G or his family could fund any shortfall if they wanted to continue with the same care agency. Mrs F asked if the Council would backdate funding to May. It said that was unlikely, although it would consider the request.
 18. The Council visited Mr G to assess him on 16 August. The assessment contains much of the information from the previous assessment and, overall, Mr G's needs remained as in 2018. However, in the section on meals and nutrition, it says Mr G's family visited three times a week at tea-time and paid a neighbour to visit the other days to prepare and prompt eating and drinking.
 19. The Council has provided a care and support plan for Mr G which it says is from August 2019. The plan says family visited three times a week and a neighbour four times a week to prepare and prompt eating and drinking. It says the Community Reablement Team had assessed the morning call to take 45 minutes. It summarises "*the services to be provided from 16 August 2019 to 31 August 2020*" which therefore includes changes agreed at later dates:
 - 11 July to 31 August 2019 £181.64 a week;
 - 1 September 2019 to 25 May 2020 £200.27 a week;
 - 26 May to 25 June 2020 £340.62 a week;

-
- 26 June to 31 August 2020 £402.99 a week.
20. Mrs F says the Council never sent her a copy of Mr G's care and support plan and just confirmed any changes to funding by e-mail.
21. The Council's case note for 16 September says it backdated the direct payments to 11 July, when Mrs F told the Community Team Mr G's capital fell below £23,250. It says the direct payments were to pay for 9 hours and 45 minutes of care a week:
- 45 minutes each morning to help with personal care;
 - 15 minutes four days a week to help with fluid and nutritional intake at tea-time; and
 - 30 minutes each evening to help with personal care.
- Assuming the Council paid £18.63 an hour (see paragraph 26 below), Mr G's personal budget will have been £181.64 a week.
22. On 19 September the care agency told the Council the morning call took an hour and a half as Mr G could be doubly incontinent overnight. This meant the carer would have to change the bed and clean the bathroom and floor. The care agency said the call did not include other domestic tasks or companionship. It said Mr G could be confused and anxious, requiring a lot of reassurance before completing tasks.
23. The Council visited Mr G on 23 September at 7am to observe his morning routine. The carer said she arrived at 6.45 and completed all the tasks by 8am. This included getting Mr G up, helping him to the toilet, washing him, dressing, providing breakfast, making the bed, prompting medication, cleaning the bathroom and kitchen, and turning the washing machine on. The carer said Mr G had his hair washed on Wednesday and his bed stripped on Fridays. She said some days a used pad may be left in the bathroom and the floor would need to be cleaned. The Council records say:
- Mr G needs 45 minutes to 1 hour;
 - extra time was needed to do housework and other domestic tasks, if this had been agreed the carers would need an hour and a quarter to an hour and a half;
 - carers were heating water in a kettle (which was slow to boil) because the immersion heater took 20 minutes to heat up.
24. Mrs F rang the Council on 4 November. She asked if the Council would increase Mr G's direct payment as:
- the tea-time call never took less than 30 minutes, as he needed prompting to eat and drink and can be incontinent;
 - the morning calls lasted between an hour and an hour and a half, if Mr G had soiled himself and the bed, bathroom and carpets needed cleaning.
25. The Council told Mrs F a Manager had been asked several times to consider her request but had not responded. Mrs F complained about the failure to respond to her concerns.
26. The Council replied to Mrs F's complaint on 18 December. It apologised for the delay in responding to her concerns. It said it had agreed to increase Mr G's personal budget to pay for 10 hours 45 minutes of care a week but failed to implement this. It said it would backdate the increase to 1 September. The

additional time (an hour a week) was to increase the length of the tea-time calls to 30 minutes. The Council said its hourly rate was £18.63 an hour, so this took Mr G's chargeable personal budget to £200.27 a week. It said the hourly rate was based on what it would cost the Council to commission Mr G's care.

27. The Council did not update Mr G's care and support plan to reflect this change.
28. The Council's case note for 23 December says the care agency's minimum call length is one hour. It says it had advised Mr G's family that "*certain things such as cleaning*" could be covered by benefits (e.g. Attendance Allowance).
29. Mrs F wrote to the Council on 27 December as she was unhappy with its response to her complaint. She asked why it was only providing support at tea-time four days a week, when Mr G needed help every day. She said the visit on 23 September had not been typical, as the carer did not have to clean the bathroom before helping Mr G wash and dress. She sent the Council copies of the carers' records of the visits from 1 August to 4 November 2019. She said these showed Mr G needed an hour visit in the morning, 30 minutes at tea-time and 30 minutes in the evening. Mrs F also questioned the hourly rate. She said she had only recently learned that the Council could negotiate lower hourly rates with care agencies than those on offer to people who contracted privately. She said no one would tell her how much Mr G would get when they first contacted the Council in 2018. She said they were reluctant to change care agency, given Mr G's dementia and the fact he has regular carers. She said they may have chosen a different care agency if they had known from the start how much Mr G would get.
30. The carers' records for 1 August to 4 November show the length of the morning calls ranged from an hour to an hour and 45 minutes. The average call length was 1 hour and 23 minutes. However, the earlier calls were mainly in the 1 hour and 15 minutes to 1 hour and 20 minutes range. Towards the end they were mainly around 1 hour and 30 minutes.
31. When the Council replied the same day, it said:
 - it provided funding for four tea-time calls because it understood the family was visiting three days a week;
 - it would fund services if family or community resources could not meet needs but had to look to them to meet needs as well;
 - it would reconsider the length of morning calls at the next review but the decision not to increase the length of the call in September was not just based on observation but also on experience;
 - it was sorry the hourly rate was not made clear at the start, but it could not commit to paying whatever a care agency charged. It was for the family to decide if they wanted to change care provider.
32. When Mr G came out of hospital on 26 May 2020, the Council agreed to fund an additional 30-minute call at lunchtimes, to support Mr G with eating and drinking. On 15 June the Council confirmed it would fund two and a half hours of care a day from 26 May:
 - one hour in the morning;
 - 30 minutes at lunchtime;
 - 30 minutes at tea-time; and

-
- 30 minutes at bedtime.

Mr G's care and support plan (see paragraph 19 above) says his personal budget is £340.62.

33. The Council's financial assessment says Mr G would have to pay up to £46.84 a week towards the cost of his care. This took account of disability related expenditure of £15.10 a week for domestic help.

Conclusions

34. In 2018 the Council had no duty to meet Mr G's needs as he had capital over £23,250 and his family did not ask it to arrange his care. Under the Care Act 2014, the Council did not therefore have to produce a care and support plan for Mr G, or give him a personal budget (see paragraph 5 above).
35. The Council knew Mr G's capital had fallen below £23,250 before Mrs F contacted it on 11 July 2019. The Council should have backdated Mr G's personal budget to the date that she told it his capital had fallen below £23,250. The failure to do so was fault by the Council. It needs to correct that error and make sure there is more joined up working between its departments in future.
36. The Council has not been able to provide a copy of Mr G's care and support plan from August 2019. It has only been able to provide an amalgamated document which reflects subsequent changes. It also failed to share the August 2019 plan with his family or subsequent updates to the plan. That is fault by the Council.
37. The Statutory Guidance says there is no hierarchy of needs (see paragraph 4 above). This means the need for help maintaining a habitable home is as important as the need for help managing and maintaining nutrition. The Council has failed to address Mr G's need for help maintaining a habitable home environment. Its assessments cursorily address issues relating to "daily living". They refer to the support provided by his family and a paid carer. However, the Guidance says: "*Authorities must only take consideration of whether the adult has a carer, or what needs may be met by a carer after the eligibility determination when a care and support plan is prepared*". Given the level of support Mr G needs in other areas, it seems likely he has an eligible need for support maintaining a habitable home. But the Council has failed to identify that need, which was fault. The Council needs to change the way it assesses people to make sure officers give proper consideration to the need for help maintaining a habitable home.
38. It appears the Council's usual practice is to tell people they should meet such needs by paying for support themselves (see paragraph 28 above). But the Council has a duty to meet eligible needs and cannot fulfil that duty by telling someone to pay for support themselves. A financial assessment is the mechanism which determines how much someone should contribute towards the cost of their care. The Council's failure to meet this need is fault. In 2019 the Council disregarded £14.88 for the cost of domestic help and £15.10 in 2020. While this reduced the impact of the Council's failure, it did not negate it as Mr G's personal budget provided for an hourly rate of £18.63. The Council needs to recompense Mr G for the extra costs incurred.
39. When the Council visited Mr G in September 2019 to watch his morning routine, his carer was with him for an hour and a quarter. The carer did nothing for him which he could have done for himself. However, the Council decided Mr G's needs could be met within 45 minutes to an hour, or an hour and a quarter to an hour and a half if there had been an agreement to fund housework and domestic

tasks. In December Mrs F provided evidence in the form of the carers' records, which showed Mr G's needs had increased by the middle of September, as they were spending longer with him. This should have triggered a review of Mr G's needs. But that did not happen until June 2020. This meant there was a delay in identifying the need for more time on the morning call. The Council therefore needs to backdate the additional funding to the middle of September 2019.

40. We cannot find fault with the Council for only providing funding for tea-time care four days a week in 2019. It is clear the Council had been told the family was providing support on the other three days. Nor can we find fault with the Council over its hourly rate. Under the Care Act, the personal budget must be "*the cost to the local authority*" of meeting the person's needs. The Council does not have to pay more than that if someone chooses a more expensive care provider. It can take account of costs and it has been established in the Courts that they do not have to pay more than it would cost them to meet someone's needs. There is not enough evidence to say Mrs F would have chosen a cheaper care agency if the Council had produced an independent budget at the start. This reflects the fact she chose an agency which had a one-hour minimum call length, despite knowing the Council had not assessed Mr G as needing calls of that length.
41. The Council's faults resulted in it not meeting all Mr G's eligible care needs. This left him paying for care which the Council should have been paying for.

Recommended action

42. The Council must consider the report and confirm within three months the action it has taken or proposes to take. The Council should consider the report at its full Council, Cabinet, or other appropriately delegated committee of elected members and we will require evidence of this. (*Local Government Act 1974, section 31(2), as amended*)
43. In addition to the requirements set out above, we welcome that the Council has agreed:
- within four weeks of the date of this report to:
 - backdate Mr G's initial personal budget to the date Mrs F told the Council his capital had fallen below £23,250;
 - backdate the additional funding agreed for the morning call in 2020 to the middle of September 2019;
 - pay Mr G £200 to remedy the injustice caused by the failure to meet his need for help with housework and domestic tasks;
 - write to Mrs F apologising for the failings we have identified and pays her £250 for the time and trouble it has put her to in pursuing the complaint;
 - reassess Mr G's needs addressing the need for help to maintain a habitable home and update his care and support plan;
 - within eight weeks of the date of this report:
 - reports to us the action it has taken to ensure:
 - more joined up working between departments so that when someone reports capital falling below £23,250 they are referred for an assessment;

-
- assessments address the need for help achieving the outcome of maintaining a habitable home without taking account of the support already in place and people are provided with the support they need and not told to pay for it themselves;
 - officers always produce and retain a care and support plan when required.

Decision

44. The Council was at fault because it:

- has failed to do a Care Act compliant assessment;
- delayed in implementing Mr G's personal budget;
- failed to review Mr G's needs in September 2019;
- either failed to produce or failed to retain a care and support plan for Mr G in 2019; and
- failed to identify and therefore meet Mr G's eligible need for help maintaining a habitable home.

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HAMPSHIRE COUNTY COUNCIL Report

| | |
|---------------------|---------------------------------------|
| Committee: | Policy and Resources Select Committee |
| Date: | 19 January 2021 |
| Title: | Annual IT Update |
| Report From: | Director of Corporate Resources |

Contact name: Simon Williams, Head of IT

Tel: 0370 779 7809

Email: Simon.williams2@hants.gov.uk

Purpose of this Report

1. The purpose of this report is to provide an annual IT update to committee members. It considers the main IT activity over the past year and summaries the priorities ahead.

Recommendation

2. It is recommended that this report is noted by the Committee.

Contextual information

3. As well as underpinning day-to-day business operations, IT activity has focussed on leading major transformational programmes of the County Council including Hantsnet Modern, Office 365, and Telephony Replacement, as well as supporting the development roadmap for the Shared Services partnership, and delivering numerous projects to support Transformation to 2019 and 2021 across the organisation.
4. IT Services has been critical in enabling the County Council, including the democratic process, to operate effectively during the Coronavirus pandemic. This has proven the value of the IT transformation undertaken in recent years and provides opportunities to reassess the workplace operating model post the pandemic.
5. IT Services successfully delivered a Tt2021 savings target of £2.188m ahead of March 2021.
6. IT and Data Security remains a key focus and IT has achieved recertification against appropriate national and international standards, including the Public

Service Network (PSN) Code of Connection, ISO270001 and the Payment Card Industry (PCI) Data Security Standards.

IT Finance

7. The following table summarises the IT internal cash limit budget;

| | 2019/20 actuals | Original 2020/21 budget | Proposed budget 2021/22 |
|-------------------------------------|----------------------------|--|--|
| | £000 | £000 | £000 |
| Net Expenditure = Cash Limit | 34,416 | 24,316 | 24,255 |

8. The high level of actuals in 19/20 was the result of IT projects funded from outside of the IT cash-limit. Planned additional funding was brought in at 19/20 year end as follows:

- Corporate Support for Business T19 & T21 projects: £5,826k
- Corporate Support for EPP: £1,198k
- Corporate Support for Digital 2.0 & other enabling infrastructure: £351k
- Partners Development Fund: £382k
- IT Reserves: £2,880k

9. The variance between the original 2020/21 budget and the proposed budget for 2021/22 is caused by savings and growth including:

- T21 savings (less Shared Services income): -£1,838k
- Inflationary growth: £1,517k
- De-centralisation of Learning & Development budget to IT: £180k
- Reserve changes: £85k

IT Performance Metrics

10. Traditional IT metrics are less relevant in a modern business where IT performance is measured by business outcomes more than unit costs of IT, system response times and availability of services. The following nonetheless give an indication of the underlying IT performance and scale of activity:

11. The 2021/22 staffing budget includes 341 permanent FTEs. IT also has 64 active contractors on its books and employs a further 48 temporarily funded staff posts at the time of writing. In the last year, the trend has been;

- a reduction in the capacity of IT, partly as a result of T21 savings and partly due to an overall reduction in project demand.
 - a move away from contractors to more cost-effective fixed term contract staff
12. The Service Desk was able to adapt and continued to provide a valued service, including telephone support, through-out the COVID-19 lockdown, during a period of significant change for both IT staff and our user base. An increase reliance on portable devices has meant that support calls have become more complex to triage. The IT Service Desk is currently receiving just under 8,000 incidents and 2,000 service requests per month, with around 51% (up from 36% last year) being raised via self-service. When contacting the Service Desk by phone, users have an average wait time of approximately 6 minutes.
 13. Overall IT customer satisfaction levels are monitored through a regular automated and randomised electronic survey on a quarterly basis. Satisfaction levels for most corporate IT systems remains high with an overall user satisfaction rating of 3.81 on a scale of 0–5. Services rated the highest include Microsoft Teams (4.13), Portable Devices (4.02) and IT Support (3.95). The lowest rated service was the Property Asset Management System (2.91), but the project to replace this service is currently in delivery.
 14. Despite dipping earlier in the year, 91.8% of all incidents are now resolved within Service Level Targets – the same rate as last year.
 15. The number of large projects in which IT are engaged has dropped slightly with over 68 projects in delivery and a further 43 in mobilisation (detailed planning) at the end of 2020. A review of remaining Tt2021 projects is currently underway.
 16. Whilst 36 large projects were completed in 2019, by 1st Dec 2020, IT had already closed 60 projects and are on target to double last year's total. 49 additional projects have been stopped during planning, demonstrating that rigorous checks are in place.
 17. During 2020, 82% of projects delivered and rated by the customer have been rated as 'Good' or 'Excellent'.

Main IT activities over the last 12 months

18. IT initiatives from the last 12 months are too numerous to list in detail. However, the following are listed by way of examples:

- **Telephony Replacement** – Completed migration from the legacy Avaya phone service to Microsoft Teams, and successful implementation of a contact centre system replacement.
- **Remote Working Equipment** - Enabled HCC staff to work at home during the COVID-19 lockdown. With assistance from FM, this project successfully distributed 22,763 new and existing items distributed to 6,245 staff in 8 weeks.
- **Office 365 Mobile Apps Deployment** – Implemented mobile versions of Microsoft Office 365 apps
- **Services Portal Phase 1** – Delivered a central portal where internal staff, Schools and 3rd party professionals can securely access subscribed / statutory / traded / free services which Hampshire County Council provides.
- **IT for Partners in Practice (PiP)** – Delivered a range of IT solutions required to support the new children’s social care operating model.
- **Mobile Catering Administration** – Provided devices, connectivity and re-engineered processes to H3CS Catering.
- **Payment to Providers** –The Care Provider Portal is an in-house development which enables organisations that provide care to Adults on behalf of Hampshire County Council to communicate with the council.
- **HCC Care Home Connectivity** –The provision of Wi-Fi in 49 HCC managed care locations, including residential Care and Nursing Homes and Day Centres to enable mobile working, supporting Telecare solutions and providing alternative internet connectivity for residents.
- **Support Plan Management System** – Completed the installation of the Nourish Care Support Plan Management System and rollout of mobile phones, to enable staff in HCC’s residential and nursing homes to record client details through an electronic Support Plan System.
- **AH&C Mobile Forms** - Delivered a mobile forms solution from Kirona to enable staff to complete electronic forms in the field without the need to return to the office.
- **Data driven decision making**– Developed a data strategy and migration roadmap for AH&C, for exploitation of HCC’s new data analytics platform
- **H2ST – Communications with schools and wider stakeholders** – Provided integration with the GOV.UK Notify service to send communications to schools, parents and other stakeholders for the Home to School Transport service
- The **Department IT T19 and T21 programmes** have delivered numerous additional projects supporting the delivery of T19 and T21 savings across HCC.
- Supporting the **SAP development programme** for the Shared Services Partnership (IBC).

- IT Services has been re-accredited against the following national and international standards:
 - **Public Service Network (PSN) Code of Connection**
 - **ISO20000** – International standard for IT Service Management
 - **ISO27001** - International standard for Information Security Management
 - **Payment Card Industry Data Security Standard (PCI DSS)**

Main Activities Looking Forward

19. The priorities for the coming year remain focussed on supporting the Council and its partners to deliver the maximum efficiency and productivity through the best use of IT. Key priorities, subject to funding being approved by County Council in February 2021 will include:
- Executing projects on the delivery plan in support of the final departmental Transformation to 2019 and Transformation to 2021 initiatives.
 - Working with departments to help them plan for the delivery of their Savings Programme to 2023 initiatives, although the expectation is that there will be far fewer projects than there have been for Transformation to 2019 and 2021.
 - In July, CMT approved the recommendations laid out in the Cyber Security Landscape paper in order to maintain a robust cyber security defence in an evolving security landscape – the strategies and tooling for which will be implemented during 2021.
 - Procurement and early implementation for HPSN3 – the replacement for HPSN2 which provides secure network and internet connectivity to all HCC offices, 90% of Hampshire Schools and several Public Sector partners. HPSN2 will be out of contract in December 2022.
 - Supporting the implementation of the new social care systems for Children’s Services and Adult Health & Care.
 - Significant expansion of the Care Provider Portal framework for Adult Services

Transformation to 2021 & Saving Programme to 2023

20. During 2020, IT have continued to support the organisation with its Transformation to 2021 initiatives whilst delivering its own savings.

21. IT was set a target of £2.19m for Transformation to 2021 savings.

22. These savings have been fully delivered through;

- Implementing operational efficiencies and removing surplus posts

- Review commercial contracts and management of licenses
- Continuing rationalisation and modernisation of desktop and data centre services
- Additional income generation following expansion of the Shared Services Partnership
- Over-achievement against T19 target

23. IT has been set an SP23 target of £2.35m. Planning is under way.

Consultation and Equalities

24. As this is an update report, no consultation has been undertaken.

REQUIRED CORPORATE AND LEGAL INFORMATION:

Links to the Strategic Plan

| | |
|---|-----|
| Hampshire maintains strong and sustainable economic growth and prosperity: | Yes |
| People in Hampshire live safe, healthy and independent lives: | Yes |
| People in Hampshire enjoy a rich and diverse environment: | Yes |
| 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

EQUALITIES IMPACT ASSESSMENT:

1. Equality Duty

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 by or under the Act with regard to the protected characteristics as set out in section 4 of the Act (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation);
- Advance equality of opportunity between persons who share a relevant protected characteristic within section 149(7) of the Act (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic within section 149(7) of the Act (see above) and persons who do not share it.

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

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

2. Equalities Impact Assessment:

Not Applicable – This is an update report.

HAMPSHIRE COUNTY COUNCIL

Report

| | |
|---------------------|--|
| Committee: | Policy and Resources Select Committee |
| Date: | 19 January 2021 |
| Title: | Work Programme |
| Report From: | Director of Transformation and Governance – Corporate Services |

Contact name: Louise Pickford, Democratic and Members Services

Tel: 0370 779 1898 **Email:** Louise.pickford@hants.gov.uk

Purpose of the Report

1. To review and agree the Work Programme for the Policy and Resources Select Committee.

Recommendation

2. That the Committee agrees the Work Programme as attached and makes any amendments as necessary.

REQUIRED CORPORATE OR LEGAL INFORMATION:

Links to the Strategic Plan

| | |
|---|-----|
| Hampshire maintains strong and sustainable economic growth and prosperity: | yes |
| People in Hampshire live safe, healthy and independent lives: | yes |
| People in Hampshire enjoy a rich and diverse environment: | yes |
| 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

EQUALITIES IMPACT ASSESSMENT:

1. Equality Duty

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

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

2. Equalities Impact Assessment:

This is a scrutiny review document setting out the work programme of the Committee. It does not therefore make any proposals which will impact on groups with protected characteristics.

WORK PROGRAMME – POLICY & RESOURCES SELECT COMMITTEE

| Topic | Issue | Reason for inclusion | Status and Outcomes | 19 Jan 2021 | 4 March 2021 | June 2021 | Sept 2021 | Nov 2021 |
|--------------------------|---|--|---|--------------------|---------------------|------------------|------------------|-----------------|
| Pre-scrutiny | 2021/22 Revenue Budget for Corporate Services | 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) | X | | | | |
| Pre-scrutiny | 2021/2022 Revenue and Capital budgets (CCBS) | To pre-scrutinise the budget proposals for the Commercial Services, Human Resources and Performance portfolio, prior to the approval of the Executive Member. | New for Jan 2021 | X | | | | |
| Budget Monitoring | | (a) End of Year Financial Report considered at summer meeting, to see how the budget was managed for the year compared to plan. (b) Medium Term Financial Strategy – considered when appropriate to provide longer term | (a) Last considered June 2019 (b) MTFS last considered Sept 2020. | | | x | | |

| Topic | Issue | Reason for inclusion | Status and Outcomes | 19 Jan 2021 | 4 March 2021 | June 2021 | Sept 2021 | Nov 2021 |
|---|---|---|---|-------------|--------------|-----------|-----------|----------|
| | | financial context | | | | | | |
| Overview | Covid-19 Financial Update | For the Committee to receive an update regarding the financial impact of the Covid-19 crisis. | presented at the June 2020 mtg and requested a further update in due course | | | | | |
| Overview | Serving Hampshire - 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 2020. Next update expected summer 2021. Mid-year update due Jan 2021. | x | | x | | |
| Overview (Annual Item) | 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 2020, next update due Jan 2021. | x | | | | |
| Crime & Disorder (Annual Item) | Duty to review, scrutinise, and report on the decisions | This duty passed from the Safe & Healthy People Select Committee to this | Request update on work of Hampshire Community Safety Strategy Group plus particular focus topic: | | | | | x |

| Topic | Issue | Reason for inclusion | Status and Outcomes | 19 Jan 2021 | 4 March 2021 | June 2021 | Sept 2021 | Nov 2021 |
|---|---|--|--|-------------|--------------|-----------|-----------|----------|
| for Nov mtg) | made, and actions taken by 'responsible authorities' under the Crime and Disorder Act. | committee in May 2014 | domestic abuse - Nov 2015 Prevent - Nov 2016 Supporting Troubled Families - Nov 2017 Child Exploitation - Nov 2018 Reducing Serious Violence - Nov 2019 No focus topic for Nov 2020 | | | | | |
| Collation of Annual Report of Select Committees activity (Annual Item) | 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 | Last considered at June meeting and submitted to Full Council in July 2020 | | | x | | |
| Overview (Regular updates) | Climate Change Strategy and Action Plan updates | Requested by Chairman | Last Strategy update received Sept 2020. Action plan to receive when timely. Retain for future meeting | | | | | |
| Overview | Local Enterprise Partnerships | Requested by Chairman | Introductory presentation Nov 2018. Chief Executive of both LEPs gave a presentation to Nov 2020 meeting. Retain for future meeting. | | | | | |

| Topic | Issue | Reason for inclusion | Status and Outcomes | 19 Jan 2021 | 4 March 2021 | June 2021 | Sept 2021 | Nov 2021 |
|----------------------------|---|---|--|-------------|--------------|-----------|-----------|----------|
| 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 | | | | | |
| Overview | Broadband matters | Requested by the Committee at its Sept 2020 mtg | Members to be updated on: <ul style="list-style-type: none"> • Gigabit Voucher Scheme • F20 Voucher Scheme | | X | | | |

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