

Public Document Pack



NOTICE OF MEETING

Meeting	Policy and Resources Select Committee
Date and Time	Thursday, 17th November, 2022 at 10.00 am
Place	Ashburton Hall, Ell Podium, The Castle, Winchester
Enquiries to	members.services@hants.gov.uk

Carolyn Williamson FCPFA
Chief Executive
The Castle, Winchester SO23 8UJ

FILMING AND BROADCAST NOTIFICATION

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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 27 October 2022.

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. HAMPSHIRE COMMUNITY SAFETY STRATEGY GROUP (Pages 9 - 36)

To consider a report from the Director of Adults', Health and Care on the Hampshire Community Safety Strategy Group and to receive a joint presentation on Restorative Justice.

7. HAMPSHIRE COUNTY COUNCIL'S APPRENTICESHIP LEVY PROGRAMME (Pages 37 - 44)

To receive an update from the Director of Children's Services on the County Council's Apprenticeship Levy Programme.

8. SCRUTINY PROTOCOL, PLANNING AND RESOURCE ALLOCATION (Pages 45 - 56)

To consider a report of the Chief Executive seeking approval of a scrutiny protocol and allocation of available resources to each select committee.

9. WORK PROGRAMME (Pages 57 - 64)

To review and approve the current work programme for the Policy and Resources Select Committee.

ABOUT THIS AGENDA:

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

ABOUT THIS MEETING:

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

County Councillors attending as appointed members of this Committee or by virtue of Standing Order 18.5; or with the concurrence of the Chairman in

connection with their duties as members of the Council or as a local County Councillor qualify for travelling expenses.

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Public Document Pack Agenda Item 3

AT A MEETING of the Policy and Resources Select Committee of HAMPSHIRE COUNTY COUNCIL held at The Castle, Winchester on Thursday, 27th October, 2022

Chairman:

* Councillor Jonathan Glen

- * Councillor Rod Cooper
- * Councillor Graham Burgess
- * Councillor Adrian Collett
- * Councillor Alex Crawford
- * Councillor Tim Davies
- * Councillor Zoe Huggins
- * Councillor Wayne Irish
- * Councillor Peter Latham
- * Councillor Derek Mellor
- * Councillor Rob Mocatta
- * Councillor Neville Penman
- * Councillor Jackie Porter
- * Councillor Bill Withers Lt Col (Retd)

*Present

Also present with the agreement of the Chairman: Councillor Rob Humby, Leader of the Council, Councillor Steve Forster, Executive Member for Commercial Strategy, Estates and Property and Councillor Stephen Philpott.

61. APOLOGIES FOR ABSENCE

All Members were present.

62. 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.

63. MINUTES OF PREVIOUS MEETING

The minutes of the last meeting were reviewed and agreed.

Matters arising:

Minute 57 – Broadband Update. The Committee requested that it be kept informed on Broadband matters when timely.

64. DEPUTATIONS

No deputations were received for this meeting.

65. CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed Councillors Rob Humby, Steve Forster and Stephen Philpott to the meeting.

66. 2021/22 - END OF YEAR FINANCIAL REPORT

The Committee received a report of the Director of Corporate Operations on the 2021/22 – End of Year Financial Report (Item 6 in the Minute Book).

The Director highlighted the main points of the report and in doing so drew Members' attention to continued strong financial stewardship and the early achievement of SP23 savings by departments. The County Council's work with the NHS had led to them funding in the region of £15m for the hospital discharge programme in this financial year and the announcement by the Government of £500m nationally to continue funding this programme over the winter months was welcomed. The County Council's scale, capacity and its reserves had enabled it to cope with the Covid bill of circa £72m and the Committee extended their thanks to officers for their hard work during the pandemic.

Members concerns regarding inflation and the impact this might have on the County Council's reserves were expressed. The Leader and Executive Member both advised that prudent budgeting had enabled the release of circa £15m at year end to fund some important one-off initiatives and add to the Budget Bridging Reserve (BBR).

RESOLVED:

That the Policy and Resources Select Committee notes the content of the 2021/22 – End of Year Financial Report.

67. DEVELOPING A MEDIUM TERM FINANCIAL STRATEGY

The Committee considered a report of the Director of Corporate Operations on developing a Medium Term Financial Strategy (Item 7 in the Minute Book).

The Director highlighted the main points of the report and drew Members attention to the severe financial position the County Council faced.

During the debate, the Executive Member highlighted that the County Council was in the strong position it was in now due to prudent financial management, building up its reserves and the careful use of them.

The Leader commented that the financial position was the result of a Local Government funding system that was no longer fit for purpose, particularly in the face of ever-growing social care costs. He advised that the County Council was stepping up its lobbying and will engage with Government to push for fundamental changes to secure its future financial sustainability.

Members acknowledged the difficulty of the Council's position and noted with concern the contents of this report. They thanked officers for their hard work and due diligence to make the savings so far, particularly during the pandemic.

RESOLVED:

That the Policy and Resources Select Committee notes with concern the contents of the Medium-Term Financial Strategy (MTFS) to 2025/26 report.

68. **SCRUTINY PROTOCOL, PLANNING AND RESOURCE ALLOCATION**

The Committee considered a report of the Chief Executive seeking approval of a scrutiny protocol and the allocation of available resources to each Select Committee (Item 8 in the Minute Book).

Members were given details of the proposal to establish a protocol, which would provide a framework for the operation of Select Committees, including guidance on selecting topics for scrutiny, the operation of working groups and the operation of call-In powers. It would also contribute to the good governance of the County Council and aid future agenda planning.

During discussion, the Committee was broadly in agreement of the protocol but asked for minor changes to be made to the identified topics suitable for scrutiny. It was agreed that suggested changes be brought to the attention of the Head of Legal Services and a revised report would be brought to the next meeting.

RESOLVED:

That this item be deferred to enable minor revisions to be made to the protocol and a report be brought back for consideration at the next meeting.

69. **WORK PROGRAMME**

The Committee received the current work programme for review and approval (Item 9 in the Minute Book).

The Committee were content with the work programme and no amendments were suggested.

RESOLVED:

That the current work programme be agreed.

Chairman,

HAMPSHIRE COUNTY COUNCIL

Decision Report

Committee:	Policy and Resources Select Committee
Date:	17 November 2022
Title:	Hampshire Community Safety Strategy Group
Report From:	Director of Adults' Health and Care

Contact name: Robert Ormerod

Tel: 0370 779 6752 Email: Robert.ormerod@hants.gov.uk

Purpose of this Report

1. The purpose of this report is to provide an update on the work of the Hampshire Community Safety Strategy Group during 2022.

Recommendation

2. That the Policy and Resources Select Committee notes the progress on the work of the Hampshire Community Safety Strategy Group (HCSSG), including the role in providing oversight and assurance of collaborative arrangements at the Hampshire county-level to address community safety priorities.

Executive Summary

3. This report provides an update on progress of the work of the Hampshire Community Safety Strategy Group in ensuring effective collaborative arrangements at the county level to address strategic community safety priorities.

Contextual information

4. The role of the Hampshire Community Safety Strategy Group (HCSSG) is to prepare a Community Safety Agreement based on a strategic assessment for the area which gathers evidence to inform strategic priorities relating to current and emerging risks and vulnerabilities. The HCSSG oversees county-level collaborative arrangements for addressing these priorities and how the responsible authorities under community safety legislation might otherwise work together to reduce crime and disorder or combat substance misuse.
5. The HCSSG is chaired by the Director of Adults' Health and Care and meets quarterly. It is well attended by wide range of senior representatives from community safety partner agencies.

Hampshire Strategic Assessment for Community Safety and Hampshire Community Safety Agreement.

6. The HCSSG agreed the updated County Agreement presented in draft to Cabinet in December 2021, including the revised strategic assessment and updated priorities:
 - Exploitation, serious violence and drug related harm through organised crime.
 - Intimidation violence and abuse of women and girls.
 - Hate related offences and violent extremism
 - Promoting community wellbeing and cohesion
7. Throughout 2022, the Group has received assurance reports from sponsors on the partnership arrangements supporting these priorities and looked holistically at the emerging risks and opportunities for enhanced collaboration. This has included sharing local responses to a number of related national initiatives including:
 - the introduction of a new statutory duty on serious violence
 - the response to the national strategy for violence against women and girls
 - the response to the new 10 year drugs plan to cut crime and save lives: “From Harm to Hope”.
 - The establishment of the new Probation services
8. The Board also considers shared risks, opportunities and responses which cut across these priorities for example:
 - the role of on-line safety in preventing exploitation, abuse, hatred and tackling organised crime
 - the role of restorative justice in meeting the needs of victims, serving penalties, preventing re-offending, and reducing harm (**See Para 12**)
 - the legacy impacts of covid for vulnerable people and communities compounded by current cost of living challenges
 - the further development of trauma informed practice across all agencies

Priority 1: Exploitation, serious violence and drug related harm through organised crime.

9. A new Serious Violence Duty introduced in the Police, Crime, Sentencing and Courts Act 2022 is expected to come into force in 2023 with statutory guidance awaited shortly in time to prepare profiles and plans for 2024. It requires local authorities, the police, fire and rescue authorities, specified criminal justice agencies and health authorities to work together to formulate an evidence-based analysis of the problems associated with serious violence in a local area, and then produce and implement a strategy detailing how they will respond to those particular issues. Prisons, youth custody agencies and educational authorities may also need to work with these core partners.

10. With annual funding from the Home Office via the Police and Crime Commissioner, the County Council has been working with partners since 2019 to form a multi-agency Violence Reduction Unit to improve multi-agency working with young people at risk including protecting young people from the continued threat of county-lines activities; to establish a shared evidence base; and to use annual Home Office funding to commission a range of interventions which in 2021 engaged 680 young people. From 2021-22, recorded serious violence has continued to rise nationally and this is mirrored in all districts in Hampshire except Fareham. Havant, Gosport, Rushmoor and Basingstoke have the highest rates of serious violence. Serious violence specifically involving young people (under 25) and including the use of a knife is highest in the urban centres of Basingstoke, Andover, Farnborough and Eastleigh.
11. Organised crime is a key driver for serious violence especially in the drug supply market as well as other harms including exploitation and fraud. This is a priority for Hampshire Constabulary working with regional, national and local partners to reduce harm in Hampshire and national partners. At the same time, and consistent with the national 10-year drugs plan, it is important to ensure access to effective drugs treatment and recovery services through Public Health led partnerships, and to address the demand for recreational drug use. The HCSSG provides a vehicle to ensure that the partnerships addressing the respective elements of this priority are aligned and connected in promoting a whole system approach.

Priority 2: Intimidation violence and abuse of women and girls (VAWG).

12. During 2022, multiagency work has developed at pace on this agenda following the publication of the national VAWG strategy. The overall approach is co-ordinated by the Police and Crime Commissioner through a multi-agency VAWG Task Force. This work is focusing on the themes of prevention; building confidence in reporting; expediting the legal process; managing offenders; and data analysis. Key objectives are to rebuild trust and confidence in policing; address (up to 80%) under-reporting of violence against women; defining the problem through evidence led analysis; addressing societal problems including behavioural norms; a shift towards a perpetrator focus; quicker justice; addressing desensitisation and normalisation including with children; addressing additional challenges for marginalised groups; understanding long-lasting health impacts and trauma; and increasing capacity for domestic abuse perpetrator services.
13. Work is underway to create a problem profile, with a call for evidence by the PCC conducted in March 2022. The CPS have made rape and serious sexual offences (RASSO) a priority and doubled the number of specialist lawyers who deal with these cases. A tri-force action plan for Wessex region has been produced for domestic abuse to address the conviction rate and to offer further support to victims in the justice system. Training is being provided for licensed premises on sexual violence.

14. The HCSSG provides an overview across this newly focused strand of work; the established multi-agency arrangements led by the Director of Public Health on domestic abuse; and the important contribution of work led by the County Council to support schools in addressing prejudicial language and behaviour.

Priority 3: Hate related offences and violent extremism.

15. The HCSSG has received reports from the Hampshire Prevent Partnership Board and assurance around the multi-agency arrangements. This work is detailed in a separate report to Cabinet.
16. PREVENT is concerned with pre-criminal justice interventions to prevent radicalisation and the risk of undertaking or supporting acts of violent extremism. The HCSSG provides a forum to draw this work together with a broader view of hatred and its impact on community safety. It is important to continue to promote the reporting of all hate-related offences and to continue to build an understanding of the harmful impacts of such offences as well as the wider lifelong experiences of groups with protected characteristics.
17. The acknowledged challenges in under-reporting of hate-related offences mirror those for VAWG. This requires building increased confidence in reporting and enabling different ways to report, including anonymously. The multiagency approach has continued during 2022 to creating and promoting more third-party reporting centres across Hampshire. The work to support schools on prejudicial language and behaviour referenced under VAWG is also important in this priority and the County Council has a strong compliance from schools with the offered incident reporting framework. The HCSSG will be considering ways to build a stronger shared understanding of these aspects of harm.

Priority 4: Promoting community wellbeing and cohesion.

18. Whilst the first 3 priorities focus on aspects of harm, this priority is concerned with opportunities to support safer communities through cohesion and mutual support across Hampshire's communities. It provides a helpful opportunity to hear more perspectives from across the voluntary, community and faith sector members of the HCSSG and to consider how community and voluntary organisations can work together better with public sector partners to identify risks and work together on solutions.
19. The group has considered progress on the re-establishment of voluntary and community support services, including the challenges of re-building the volunteer base and financial resilience of many organisations following the pandemic measures. This role of the sector and active communities is critical in supporting the community safety priorities as well as many other outcomes for vulnerable people.
20. The HCSSG has considered some key areas of focus for the voluntary and community and faith sector working with public sector partners including activities to address anti-social behaviour, youth mentoring schemes and

early interventions for young people's mental wellbeing. The HCSSG has promoted further voluntary sector involvement with the key partnerships to ensure the challenges and contributions of the sector are better understood and to ensure commissioning processes are better connected to support effective and sustainable provision from the sector.

Restorative Justice

21. The Committee have requested an update on the work of partners relating to restorative justice. The Committee will receive detailed presentations at the meeting as follows:

- **Restorative Justice in the Youth Justice System** – Nikki Shave, Head of Service, Hampshire Youth Offending Team
- **Restorative Justice for Adult Offenders** – Lisa Allam, Commissioning and Contracts Manager, Office of the Police and Crime Commissioner for Hampshire and the Isle of Wight
- **Community Payback** - Matthew Simpson, Manager for Unpaid Work Programmes, Probation Service

Climate Change Impact Assessment

22. Hampshire County Council utilises two decision-making tools to assess the carbon emissions and resilience impacts of its projects and decisions. These tools provide a clear, robust, and transparent way of assessing how projects, policies and initiatives contribute towards the County Council's climate change targets of being carbon neutral and resilient to the impacts of a 2°C temperature rise by 2050. This process ensures that climate change considerations are built into everything the Authority does.

23. This is an annual report providing an update on the work of the Hampshire Community Safety Strategy Group, so therefore no Climate Change assessment has been undertaken.

Conclusion

24. This report demonstrates continued progress in the work of the Hampshire Community Safety Strategy Group in providing assurance around effective collaborative arrangements to address the strategic priorities, and in supporting effective links between the respective partnerships to promote whole systems working and efficient use of resources.

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	
<p>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.)</p>	
<u>Document</u>	<u>Location</u>
Document Location	
Hampshire Community Safety Strategic Assessment and Hampshire Community Safety Agreement	

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:

<http://intranet.hants.gov.uk/equality/equality-assessments.htm> No adverse impacts

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Restorative Justice in Hampshire Youth Offending Team

Nikki Shave – Head of Service

What is Restorative Justice?

- Restorative justice is an approach used in the criminal justice system with both adults and children.
- Enables children to understand the impact of their behaviour on others, take responsibility and make amends
- Harmed persons to feel more empowered.
- Positive impact on children's reoffending
- Involves direct or indirect communication between parties
- It is a voluntary process using skills of the worker to encourage children and harmed people to engage

How it is used in HYOT

- HYOT employs 6 Restorative Justice Officers (RJOs) overseen by a Team Lead.
- They contact all harmed people during the child's assessment stage.
- Simultaneously engage with the child to identify what they work they will do.
- Any agreed activity then goes into their plan.
- Can involve shuttle mediation, reparation, a letter of apology and direct contact.
- If the Harmed Person declines the team can still work with the child.

Finance and performance

- HYOT has a budget which comes from partnership contributions. This is both, cash and people
- Main contributors are central government via the Youth Justice Board and Hampshire Childrens Services
- RJ services are financed via this budget, this includes both staff and any registration requirements
- Not subject to national indicators but local targets
- 100% of victims are contacted about 20% want to be involved
- Last year the RJ team worked with 361 children

Links to the Restorative Justice Council

- Currently HYOT has the RJ quality mark, however the council has recently changed its registration process and we are required to become a registered provider
- Currently we are involved in collating the evidence to be a provider.
- Recently there has been a number of changes in the team and we are investing in upskilling our staff.

Evidence and case studies

- In 2001 the Government launched a 7 year research programme into the effectiveness of RJ in adults who offended.
- Found that those who participated had an 85% victim satisfaction rate and a 14% reduction in the frequency of reoffending.
- Currently an all Party Parliamentary Group for RJ looking at: raising practitioner standards, opening universal access to restorative justice in the criminal justice sector, building evidence and identifying other arenas where it can be used.

Using RJ more broadly

- Looking at how we can support children's residential placements.
- Offering support to staff in alternative education provision
- Increasing awareness with our police partners.

Questions?

D O N N A J O N E S

MORE POLICE
SAFER STREETS

H A M P S H I R E & I S L E O F W I G H T

Restorative Justice across Hampshire and the Isle of Wight

Lisa Allam

Commissioning and Contracts Manager

17th November 2022

Police and Crime Plan – ‘More Police Safer Streets’

Police and Crime Commissioner launched her Police and Crime Plan in November 2021 and made the following commitments:

- **Tackle Anti-Social Behaviour** – *‘Explore increased use of Restorative Justice for victims of Anti-Social behaviour’*
- **Improved outcomes for victims** – *‘Ensure that all victims are given the opportunity to benefit from Restorative Justice’ and ‘Fund and deliver Restorative Justice Services’.*
- *‘Ensure the Criminal Justice System delivers better outcomes for Victims’.*
- *‘Work with offenders to support them in making better choices to reduce reoffending’.*

Current situation

- Until April 2022, PCCs received annual grant from the Ministry of Justice – Victim Services Fund
 - Following three year spending review – Victim Services Fund now until 31st March 2025
 - MOJ grant agreement dictates RJ must be funded but amount is not ring-fenced
- Page 27
- Current contract started 1st April 2018 – ends 31st March 2023
- Annual budget - £375,000 (£325,000 MOJ Victims Grant, £50,000 general commissioning budget)
- Previously MOJ Victims Grant was exclusively for victim initiated RJ
 - Additional £50,000 was to enable Police to refer low level neighbourhood dispute cases with no identified harmed/harmer and for offender initiated RJ

Scope of current contract

- Connection to Hampshire Police Force area – either the victim/offender lives in Hampshire, Isle of Wight, Portsmouth or Southampton (HIPS) or offence committed in HIPS
- No time limits – oldest case was over 40 years ago
- Victims of offences committed by those aged 18+ unless outside of scope of YOT
- Any offence type*
- Justice Select Committee 2016 - *While Restorative Justice will not be appropriate in every case, it should not be excluded simply by reason of the type of offence committed*. The APPG Inquiry report supports this and states that *'decisions based on risk avoid situations where harmed parties are disempowered if decisions are made on their behalf'*.
- APPG Inquiry 2021 - The report highlights that disparities in the type of offence considered appropriate for Restorative Justice presents further barriers to equal access for victims and evidence presented to the enquiry suggests that these decisions are often made by individuals who do not necessarily have the appropriate experience or knowledge of Restorative Justice to make an informed decision about its suitability.

Scope of current contract cont:

- Quality service delivery – Restorative Justice Council – Quality Mark
- Raise awareness and understanding of the service and its potential benefits
- Innovative elements - Development of RJ DA training and a partnership policy for the safe management of sensitive and complex RJ cases

“I feel like I offloaded everything in that meeting and gave it back to him. My first feeling as the meeting ended was one of relief – I’d got through it and come out the other side. But then I started to feel as if the huge, filthy grey cloud I’d had hanging over me for 40-odd years had finally gone away”. Restorative Justice Participant Wendy.

DONNA JONES

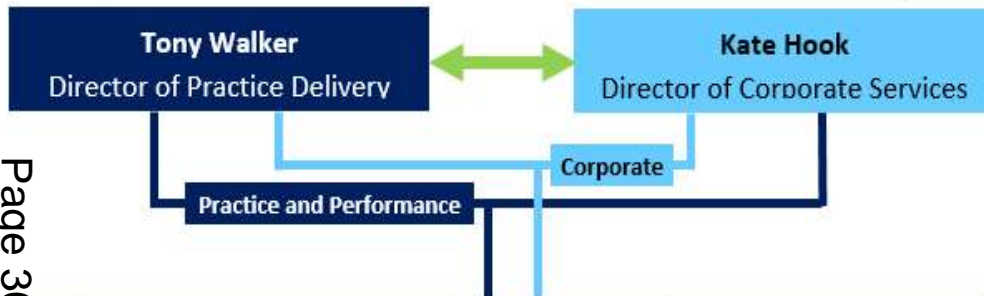
**MORE POLICE
SAFER STREETS**

HAMPSHIRE & ISLE OF WIGHT

Hampshire and IOW Service Model



Hampshire Contract Management Structure



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No.	Job Role	Hours	Area
1 x	Service Delivery Manager	Full Time	Hampshire
1 x	Referrals and Data Coordinator	Full Time	Hampshire
6 x	RJ Lead Practitioners	Full Time	South East and Western Hants
		Full Time	Western Hants
		0.8 Week	Northern Hants
		0.6 Week	Northern and Western Hants
		0.4 Week	South West Hants
		0.4 Week	IOW (Subcontracted by AgeUK)

- All HIOW RJ staff have achieved or working towards Restorative Justice Council (RJC) Practitioner Registration
- HIOW RJ Service has achieved Registered Service Provider status with RJC
- Staff supported by a team of volunteers (15 currently)
- Staff and volunteers working on serious and complex cases have specific and accredited training
- Table below shows in 2021/22 service had on average 86% more active cases open per quarter, than it did in 2018-2019
- Lead practitioner has an average of 14 active cases at any one time which fluctuates

Active Cases, 2018 – 2019	Q1	22	Q2	37	Q3	29	Q4	37
Active Cases, 2021 – 2022	Q1	51	Q2	67	Q3	46	Q4	63

DONNA JONES

**MORE POLICE
SAFER STREETS**

HAMPSHIRE & ISLE OF WIGHT

MORE POLICE SAFER STREETS

Key outputs over the last four years

RJ Referrals

With the exception of 2020-2021 (Covid impact) each contract year has shown an increase in referrals to the RJ Service.

Contract Year	2018-2019	2019-2020	2020-2021	2021-2022
RJ referrals received	185	215	192	315

Pro-active contact (on behalf of Police) to make victims aware of RJ

Contract Year	2018-2019	2019-2020	2020-2021	2021-2022
Victims identified from Taskbox	532	929	1176	1141
Victims spoken to directly	378 (71.1%)	455 (49%)	537 (45.7%)	458 (40.1%)
Victims who agreed to next step of RJ	59 (16.6%)	73 (16%)	105 (19.6%)	63 (13.8%)

Average conversion rate of 16% which has risen to 20% in Q1/Q2 of 2022/23 – 30% when Police victims taken out

Key outputs over the last four years cont:

Restorative Justice Processes

Contract Year	2018-2019	2019-2020	2020-2021	2021-2022
Cases closed and completed	203	224	191	339
Cases RJ process was facilitated	32 (15.8%)	90 (40.2%)	132 (69.1%)	278 (82%)
RJ discussions between victim and LP	5 (15.6%)	28 (31.1%)	87 (65.9%)	149 (53.6%)
Direct Restorative Process	15 (46.9%)	17 (18.9%)	5 (3.8%)	9 (3.2%)
Indirect Restorative Process (Shuttle RJ)	11 (34.4%)	45 (50%)	40 (30.3%)	50 (18%)
Indirect Restorative Communication (Letter)	1 (3.1%)	0 (0%)	0 (0%)	70 (25.2%)

Re-offending tracker

Contract Year	2018-2019	2019-2020	2020-2021	2021-2022
Number of restorative processes facilitated in corresponding reporting period of the previous year	21	30	63	43
Number of offenders who have not reoffended	20 (95.2%)	25 (83.3%)	43 (68.3%)	37 (86%)

Key outputs over the last four years cont:

Victim and Survivor Engagement

Contract Year	2018-2019	2019-2020	2020-2021	2021-2022
Cases closed and completed	203	224	191	339
Victims contacted by facilitator	159 (78.3%)	177 (79%)	162 (84.8%)	301 (88.8%)
Victims who received an initial RJ meeting in face/video/indirect method	68 (100%)	119 (96.7%)	101 (100%)	182 (100%)
Victims who agreed to RJ process after initial face/video/indirect meeting	50 (73.5%)	95 (79.8%)	69 (68.3%)	151 (83%)

Offender Engagement

Contract Year	2018-2019	2019-2020	2020-2021	2021-2022
Cases where the victim agreed to RJ process after initial meeting with LP	50	95	69	151
Offenders contacted by facilitator	48 (96%)	74 (77.9%)	57 (82.6%)	135 (89.4%)
Offenders who received an initial RJ meeting in face/video/indirect method	34 (70.8%)	62 (83.8%)	40 (70.2%)	127 (94.1%)
Offenders who agreed to RJ process after initial face/video/indirect meeting	24 (70.6%)	52 (83.9%)	40 (100%)	126 (99.2%)

Key outputs over the last four years cont:

Mediation Service

	2018/19	2019/20	2020/21	2021/22
Number of referrals made by the Police for neighbour disputes with no formal action taken	104	86	78	94
Total number of referrals made to the mediation services during the reporting period	61 (58.7%)	65 (75.6%)	60 (76.9%)	89 (94.5%)
Total number of direct mediation processes facilitated	8	5	2	6
Total number of indirect mediation processes facilitated	7	1	32	45

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MORE POLICE SAFER STREETS

DONNA JONES

**MORE POLICE
SAFER STREETS**

HAMPSHIRE & ISLE OF WIGHT

Commissioning arrangements from 1st April 2023

- New contract 1st April 2023 – 31st March 2026 (potential to extend for up to 2 years)
- Increased investment with additional funding from Probation for new contract
- Offender-initiated referrals from HMPPS, training for Probation Officers and staff and further exploration of the use of Restorative Justice in responding to conflict within the secure estate
- Tackling ASB is a top priority for the PCC and there will be a renewed focus on working with partners from Hampshire Constabulary, Local Authorities and businesses to explore how Restorative Justice may be used as a potential response to ASB issues. This may involve linking in with the Anti-Social Behaviour Task Force and building effective partnerships with Community Safety Partners.
- Registered Provider with the RJC
- Registered Practitioners with the RJC – Advanced level for sensitive and complex

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D O N N A J O N E S

MORE POLICE
SAFER STREETS

H A M P S H I R E & I S L E O F W I G H T

5. Since its introduction in 2017, 1780 Apprenticeship starts have been generated by the County Council, all funded by the Levy. Of this number, 1173 starts have been in corporate departments, 607 in maintained schools.
6. As of 9th November 2022, there had been 196 starts total since the start of the FY. A further 70 are due to start their programme before the end of the calendar year, and the full FY forecast is for 375 starts. The current total of Apprentices on programme across the organisation is 661.
7. As part of the scheme, government allows Levy paying employers to transfer up to 25% of their annual contribution to other employers to fund Apprenticeship starts. Hampshire County Council has committed to transfer up to £3.5m between January 2020 and March 2023. After this, a rolling £1m p.a. will be made available.

Finance

8. Hampshire County Council's annual Levy payment is c. £3.7m, of which approx. two-thirds relates to maintained schools (As of Sep 2022 total headcount is 37,805, of which 25,051 in maintained schools).
9. As of the end September 2022, the Hampshire County Council levy balance was £8.2m. This is inclusive of the 10% top-up contribution from the government.
10. Total spend of Levy as of 9th November 2022 is estimated at £10.7m (since 2017). Total commitment to spend as of this date is £13.2m.
11. A total of £3.5m of Levy funds have been approved for transfer to March 2023, £3.3m of which has been committed as of September 2022. Since the scheme opened in January 2020, we have received 647 applications. This has resulted in 617 starts to date across 200 Hampshire employers. Further transfers have been temporarily paused whilst commitments to date are confirmed as still being required. Actual funds transferred as of 9th November totals £1.6m.
12. In 2020, and as part of its wider Plan for Jobs programme, the government offered incentives to employers recruiting Apprentices. At the end of September 2022, the County Council (inc. maintained schools) generated £75k from this scheme, all funds being passed to the hiring department/school. The scheme closed in April 2022.
13. In 2016, the government abolished employer's NI contributions for hiring young Apprentices up to age 25. This has been estimated to have saved the County Council £385k since 2017.

14. Levy funds that are uncommitted are recovered (retained) by HM Treasury. For the 2021/22 FY, this totalled £930k p.a. For the current FY, 2022/23, the current forecast is that this figure will reduce significantly, and likely to c. £500k. Nationally, HM Treasury is estimated to have retained more than £3.3bn total from employers uncommitted Levy funds

Programme profile and performance

15. The Hampshire Apprenticeship Levy Programme performs well. The 2021/22 data shows the Council's retention rate is 87% and achievement rate is 66%. The most recent government Apprenticeship figures for the 2020/21 year shows the national average for all Apprenticeships (old Frameworks and new Standards) is 59% retention and 58% achievement. In the same period the figure for new Apprenticeship Standards is even lower at 53% retention and 52% achievement. A pandemic factor has affected the national programme's performance.
16. The recent – and ongoing – development of new Apprenticeship Standards (employer-led) is supporting both the growth and reach of the programme. Of particular note is the development of a Social Worker Degree Apprenticeship, which is used to support workforce demands across both Children's and Adult Services. In partnership with the University of Winchester, the first cohort of 15 graduates successfully completed this programme in Summer 2022. A further 56 starts are being onboarded this Autumn. Also, a recognition of prior learning model initiated by the County Council's Apprenticeship Levy Team means that some individuals can qualify in 18-months (as opposed to 36 months). This is recognised as a sector-leading model.
17. There continues to be growing demand for higher level (Level 4+, post A-level equivalent) in technical areas such as Digital, Engineering, and Surveying. Increasingly, these are viewed as credible 'routes to practice' and viable alternative to a university-based programme.
18. As of September 2022, the five most popular Apprenticeship Standards since the start of the programme in 2017, were.
- Teaching Assistant (Level 3) – 205 starts
 - Project Management (Level 4) – 132 starts
 - Business Administrator (Level 3) – 113 starts
 - Senior Leader (Level 7) – 95 starts
 - Team Leader (Level 3) – 66 starts
19. The Level profile of the programme is changing, with an increased demand for Higher and Degree level programmes at Level 4 and above.

Transfers

20. From April 2019, government introduced the facility for employers to transfer up to 25% of the annual Apprenticeship Levy (12-month rolling total) to other employers. In response, the County Council has made available up to £3.5m (to March 2023) of uncommitted funds to support Apprenticeships in Hampshire.
21. The aim of the Hampshire Levy Transfer Policy is to support the County Council's Serving Hampshire Strategic Objectives, and specifically to expand the volume of Apprenticeship opportunities in Hampshire, supporting businesses, individuals, and communities alike. The Policy represents a significant investment by the County Council in local skills development.
22. The Transfer Policy operates to agreed eligibility criteria (primarily that the employer and/or employee is located within the Hampshire County area) and aims to prioritise young people (to 25) and individuals from cohorts for whom the County Council has a responsibility, e.g., care leavers, SEND, adults with LDD. It also seeks to support sectors important to the County Council and the delivery of its services, e.g., health, social care, education, as well as sectors important to the Hampshire economy.
23. Levy funds transferred also constitute the County Council's match-funding contribution to two ESF Apprenticeship & Skills Hub projects operating in the County, one led by the County Council with Surrey County Council partnering, the other led by Southampton City Council with Hampshire County, Portsmouth City, and the IOW council's partnering. Co-terminus with the LEP geographies, the Hubs provide information, advice, and funding (Levy) to employers seeking to establish their own Apprenticeship programme.
24. Our overarching aim is to use 100% of the County Council's Levy contribution to support workforce development and business need. Further work is being undertaken now to more accurately forecast utilisation. For the current FY 2022/23, a provisional forecast is that we will use c. 60% of our contribution on programme delivery and assessment, and a further c. 20% on Transfers, totalling c. 80% utilisation (exc. government top-up). To improve this further, and to achieve the stated aim, the following initiatives are planned.
 - Launch of the **Hampshire Apprenticeship Academy** in 2023, an overarching initiative to increase volumes by develop and deliver professional pathways to practice for key workforce sectors, e.g., Social Workers, Nurses, Teachers, Engineers.
 - In collaboration Corporate HR, Learning and Development, a new **Higher and Degree Apprenticeship** programme, targeting new talent to key roles within the organisation.

- Embed Apprenticeships at the core of the **HLN Leadership & Management** offer, including future Firefly cohorts.
- In collaboration with Corporate HR, review the **Apprentice First** policy, its application, compliance, and opportunity to support the corporate equality, diversity, and inclusions programme
- Development of a **Supported Apprenticeships** programme for individuals with SEND/LDD, supporting the development of a more inclusive and diverse workforce.
- Continuation and development of the **Hampshire Transfer Levy Scheme** to support further Apprenticeship growth in the Hampshire economy. This would include target sector programmes in support of the new **Hampshire Economic Strategy**.

Conclusion

25. Hampshire County Council continues to operate a strong Apprenticeship Levy programme which is having a tangible impact on the business. Over 1780 colleagues have started an Apprenticeship programme since May 2017 and our success rates are above benchmark. A further 375 new starts are forecast for the 2022/23 FY, and we expect to use up to 80% of our in-year Levy contribution.
26. The Hampshire Levy Transfer Programme remains one of the largest single transfer schemes in the country (LGA reference). It represents a significant investment by the County Council in the Hampshire economy and the skills needs of employer. Aligned to the new Economic Strategy, the scheme has already supported over 600 Apprenticeship starts across 200 Hampshire employers.

Climate Change Impact Assessment

27. Hampshire County Council utilises two decision-making tools to assess the carbon emissions and resilience impacts of its projects and decisions. These tools provide a clear, robust, and transparent way of assessing how projects, policies and initiatives contribute towards the County Council's climate change targets of being carbon neutral and resilient to the impacts of a 2°C temperature rise by 2050. This process ensures that climate change considerations are built into everything the Authority does.

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	
<p>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.)</p>	
<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:

See guidance at <https://hants.sharepoint.com/sites/ID/SitePages/Equality-Impact-Assessments.aspx?web=1>

Insert in full your **Equality Statement** which will either state:

(a) *why you consider that the project/proposal will have a low or no impact on groups with protected characteristics or*

will give details of the identified impacts and potential mitigating actions

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HAMPSHIRE COUNTY COUNCIL

Decision Report

Committee:	Policy and Resources Select Committee
Date:	17 November 2022
Title:	Scrutiny Protocol, Planning and Resource Allocation
Report From:	The Chief Executive

Contact name: Barbara Beardwell & Rob Carr

Tel: 0370 779 3751
0370 779 2647

Email: Barbara.beardwell@hants.gov.uk &
Rob.Carr@hants.gov.uk

Purpose of this Report

1. The purpose of this Report is to seek the Committee's approval of a Scrutiny Protocol which sets out the framework within which Select Committees should operate and to seek the Committee's approval for the allocation of available resources to each Select Committee.

Recommendation(s)

2. That the Scrutiny Protocol set out in Appendix 1 be approved.
3. That the resource envelope available to each Select Committee set out in paragraph 16 and the principle that each Select Committee should autonomously operate within that envelope be approved.
4. That it be approved that a review be undertaken in a year's time to ensure that the protocol and allocation of resources is working as intended.

Executive Summary

5. This Report seeks to propose measures to enhance the efficiency and efficacy of Select Committees and to explain why a Scrutiny Protocol has been developed and why the resource envelope available to support Select Committees has been established.

Contextual information

6. The Constitution provides that the responsibility for managing the resources available to support Scrutiny Committees should be undertaken by the Policy and Resources Select Committee. For example, the Policy and Resources Select Committee is required to co-ordinate the Scrutiny function so as to ensure effective resource allocation and to approve the establishment of task and finish working groups by the other Scrutiny Committees.
7. The work of Select Committees is an integral and key part of the County Council's governance arrangements but the resources available to support the work of the committees are finite and need to be used in the most efficient and effective way possible.
8. A Scrutiny Protocol, set out in Appendix 1 has therefore been developed which provides a framework for the operation of Select Committees including guidance on selecting topics for scrutiny, the operation of working groups and the operation of Call-In powers.
9. In addition, Officers have reviewed the work undertaken by each Select Committee over the past three years and have established the baseline level of support that is provided to each committee. The review has established that there are some consistencies between Committees and that there are different types of reports that are presented to the Committees which have differing resource requirements from Departments, as set out in the next section.
10. Going forward it is recommended that each Select Committee has the freedom to choose which topics to scrutinise and how to carry out that scrutiny provided the resources required to support that work remain broadly within the established resource baseline. This can be used to aid with agenda planning over the year and to ensure that resources are prioritised to the key issues that the Select committees want to scrutinise.
11. If the recommended approach is adopted the approval of the baseline resource allocation as set out in this report will, in effect, be how the Policy and Resources Select Committee discharges the responsibilities set out above. Going forward it will be the responsibility of each Select Committee to decide whether or not to establish a working group, without further reference to the Policy and Resources Select Committee, provided that sufficient resource remains available from that Committee's allocation, or additional resources are requested and approved.

Planning and Resource Allocation

12. A review of items presented to Select Committees has been carried out by Officers and Departments were requested to estimate the amount of Officer time involved in bringing each item forward. Democratic Services, Legal and Senior Officer support was very similar across all Select Committees (albeit Health and Adult Social Care (HASC) Select Committee has 6 meetings a year rather than 4) and this will continue to operate as normal.
13. In broad terms, there were many similarities between the Culture and Communities Select Committee and the Transport and Environment Select Committee, dealing with a range of smaller service-based issues along with some larger reviews around significant policy decisions. Resource levels within the Departments to service these committees was also broadly comparable.
14. Children's and Young People and HASC Select Committees were also comparable in resource terms as both committees have a high volume of external reports from Health etc and the number of HCC service specific reports is much lower than other select committees.
15. Policy and Resources Select Committee generally has more pre-scrutiny and annual report type items than other committees which means it has a lower call on officer resources than the other committees even though the agendas are full and varied.
16. The table below shows the resource allocation in hours each year allocated to each Select Committee based on the last 3 years (excluding, Democratic Services, Legal and Senior Officer time) taking into account the types of items presented:

Culture and Communities	200
Transport and Environment	200
Children and Young People	100
HASC (6 meetings a year)	150
Policy and Resources	120

17. In terms of types of items being taken to Select Committees, they fall into five main categories:
 - **Annual / Regular Reports** – where the main Officer effort is in the production of the report itself, there is no additional effort in researching or analysing the topic.

- **Pre-Scrutiny Item** – for this category, the majority of the effort is vested in the production of the decision report itself which will be making its way to Cabinet or Executive Member decision making. On the basis that this would need to have been undertaken anyway, the only additional effort is in producing a cover report and potentially presentations for the Select Committee.
- **Light Touch Review** – where work is required in the Department to review a particular aspect of a service or known problem area and report through to the Select Committee.
- **Medium Sized Review** – more aligned to a whole service or more complex item that requires greater levels of officer time for analysis and research.
- **Task and Finish Groups** – a more intensive pro-longed piece of work that involves touch points with Members on the Group and may be developed into policy recommendations over time. Requires support from Departments and Democratic Services.

18. Even with these categories there was no ‘one size fits all’ resource requirement and it has therefore been necessary to average this across the Committees to give a rough proxy for the amount of officer time involved in each piece of work as follows:

Annual / Regular Report	7
Pre-Scrutiny (assumes report already being prepared)	5
Light Touch Review	15
Medium Review	25
Task & Finish Group	45

19. It should be stressed as this point that there is no intention to undertake strict time recording and analysis throughout the year to record against each committee’s work. The aim is to aid agenda planning throughout the year and to ensure that the level of officer resource remains broadly in line with the allocations outlined.

20. It is also important to note that these allocations do not include major policy reviews (such as those undertaken for Orchard Close Care Home closure or the Libraries Strategy) as it is important that Select Committees have the freedom to scrutinise major policy decisions and feed into the final decision-making process.

21. The allocations also do not include any allowance for call-ins as constitutionally Select Committees have the authority to recommend that Executive decisions not yet implemented be reconsidered. It is however suggested that so as to make best use of the County Council’s resources that

requests for call in of decisions as appropriate should operate in line with the proposed Protocol.

22. If Select Committee Chairpersons feel that significant additional resources are required in a year for their committee, then as with other decisions on resources this would need to be referred for a formal decision and additional resources allocated as appropriate.

Climate Change Impact Assessment

23. Hampshire County Council utilises two decision-making tools to assess the carbon emissions and resilience impacts of its projects and decisions. These tools provide a clear, robust, and transparent way of assessing how projects, policies and initiatives contribute towards the County Council's climate change targets of being carbon neutral and resilient to the impacts of a 2°C temperature rise by 2050. This process ensures that climate change considerations are built into everything the Authority does.
24. The carbon mitigation tool and/or climate change adaptation tool were not applicable because the decision is administrative in nature

Conclusions

25. The adoption of the Scrutiny Protocol and the agreement of the resource envelope available to support each Select Committee will provide a framework which will enhance the contribution of Select Committees to the good governance of the County Council and aid future agenda planning.
26. However, given that these are new arrangements, it is recommended that a review be undertaken in a years' time to ensure that they are operating as intended.

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	
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<u>Document</u>	<u>Location</u>
None	

EQUALITIES IMPACT ASSESSMENT:

1. Equality Duty

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- 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:

As an administrative Report no equality impacts have been identified arising from the recommendations set out in the Report

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HAMPSHIRE COUNTY COUNCIL

SELECT (OVERVIEW AND SCRUTINY) COMMITTEES – OPERATING PROTOCOL

1) Function of Scrutiny

Legal requirements relating to scrutiny are set out in the Local Government Act 2000 and reflected in the County Council's Constitution. Within their scope, Select Committees can:

- review and scrutinise decisions made, or actions taken, in connection with the discharge of Executive functions
- make reports or recommendations to the County Council or the Executive, in connection with the discharge of Executive functions
- review and scrutinise decisions made or actions taken, in connection with the discharge of Non-Executive functions;
- make reports or recommendations to the County Council or the Executive, in respect of the discharge of Non-Executive functions
- make reports or recommendations to the County Council or the Executive on any matter affecting the County Council's area or members of the public in Hampshire
- call in decisions made by the Executive which have not yet been implemented which they consider should be reviewed or scrutinised
- review and scrutinise the exercise by risk management authorities of flood and coastal erosion management functions which affect the County Council's area
- review and scrutinise decisions made, or other action taken, in connection with the discharge by the County Council of its crime and disorder functions and make reports and recommendations to the County Council in respect of the discharge of such functions.

A role of Select Committees is to hold the Executive to account, and Select Committees also have a broad advisory role in relation to the functions of the whole County Council and matters affecting the locality of Hampshire. In addition, statutory guidance suggests that Overview and Scrutiny Committees can also play a valuable role in developing policy.

2) Managing the Agendas of Scrutiny Committees

- 2.1. The Forward Work Plan of a Select Committee is developed between the Chairman of the Committee and the relevant departmental Director or Directors and is agreed by each Scrutiny Committee on a regular basis. The HASC Work Programme is also informed by changes to health services being proposed by the NHS and other issues relevant to the planning of health services.
- 2.2. At each meeting of a Select Committee, Members have the opportunity to review the work programme and request that topics be added to the work programme. In scheduling of items, account is taken of their timeliness and priority, which can change over time based on new information. Chairmen of Scrutiny Committees plan the agendas so as to ensure they are manageable and topics are prioritised appropriately.
- 2.3. Where Members of a Scrutiny Committee put forward topic suggestions to the Chairman, these are considered by the Chairman at agenda planning meetings.
- 2.4. In addition, the Constitution provides that a Member of a Scrutiny Committee may give notice that they wish an item relevant to the functions of the Committee to be included on the agenda for the next convenient meeting. In such a case, an item will be included on the agenda for the next convenient meeting. The Scrutiny Committee will then apply the criteria outlined at paragraph 2.5 below to determine whether the item warrants further discussion or action. In the event that the Scrutiny Committee decides that the item is not suitable for consideration no further action will be taken.

2.5. Suitability of topics for Scrutiny

Topics are suitable for Scrutiny when:

- 2.5.1 scrutiny could have a material impact and add value
- 2.5.2 resources are available that would be required to conduct the review, in terms of manpower and budget
- 2.5.3 it avoids work duplication elsewhere
- 2.5.4 the topic is one that the Scrutiny Committee can realistically influence or one that provides context for other topics to be scrutinised
- 2.5.5 the topic is related to an area where the County Council, or one of its partners could improve its performance

2.5.6 the topic is relevant to a significant part of the County Council's area or is of such significance that it is of interest to a significant proportion of members of the public in Hampshire.

Topics may not be suitable for scrutiny when:

2.5.7 the topic is sub-judice or prejudicial to the Council's interests

2.5.8 new legislation or guidance relating to the topic is imminently expected.

3) Task and Finish Working Groups

Task & Finish Working Groups will:

- 3.1. be prioritised by the relevant Scrutiny Committee in accordance with the criteria set out above
- 3.2. deal with topics which require additional support from Officers and require a process which would not be possible within the formal Scrutiny meeting structure
- 3.3. usually comprise Members of the relevant Select Committee drawn from each of the political groups as far as is reasonably practicable, together with any non-voting Co-opted Members and or others, where the Task & Finish Working Group considers this would be advantageous to their work
- 3.4. comprise topics which have been put forward from internal or external sources.

4) Operation of Task & Finish Working Groups:

The following principles apply:

- 4.1. Task & Finish Working Groups will be established with a minimum of three County Councillors and be appointed by their 'parent' Committee, where possible on a proportional basis, and shall appoint their own Chairman
- 4.2. Each Task & Finish Working Group will report back to its 'parent' Scrutiny Committee
- 4.3. Working Groups will operate on a 'task and finish' basis and are ad hoc and informal. They are free to analyse topics in greater

detail and to carry out scrutiny in ways which are not conducive to formal business meetings.

- 4.4. When considering the report of a Task & Finish Working Group a Scrutiny Committee will review how any recommendations they ratify should then be pursued. Recommendations may be made to an individual Executive Member, to Cabinet or Full Council as the Committee deems appropriate. Any recommendations agreed to be taken forward will normally be presented by the Chairman of the Working Group.

5) Allocation of Scrutiny Resources:

- 5.1. The County Council has a finite level of resource to dedicate to Scrutiny. Each Scrutiny Committee is responsible for agreeing the allocation of resources available to support its work programme together with the allocation of resources to support Task and Finish Working Groups within the resources available to it.

6) Call-In

- 6.1. Provisions regarding call-in are contained in Part 3 Chapter 3 Paragraphs 1.17 and 1.18 [of the Constitution](#). Scrutiny Committees have the power to call-in decisions which have been made but not implemented.
- 6.2. The County Council's governance arrangements require Executive Decisions made by Members to be made in public, with agendas and reports published in advance of the decision. This coupled with the practice of pre-scrutinising significant decisions means that the need for call-in should be significantly reduced as Members will have been able to express their views in advance of any decision, and Executive Members will make decisions with the benefit of the views of Scrutiny Committees.
- 6.3. Consequently, it is envisaged that matters that have been pre-scrutinised should only be called in in exceptional circumstances.

HAMPSHIRE COUNTY COUNCIL

Report

Committee:	Policy and Resources Select Committee
Date:	17 November 2022
Title:	Work Programme
Report From:	Chief Executive

Contact name: Louise Barker, Democratic and Members Services

Tel: 0370 779 1898 **Email:** louise.barker2@hants.gov.uk

Purpose of the Report

1. To consider the Committee's forthcoming work programme.

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	
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- 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.

3. Climate Change Impact Assessment:

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

WORK PROGRAMME – POLICY & RESOURCES SELECT COMMITTEE

Topic	Issue	Reason for inclusion	Status and Outcomes	17 Nov 2022	19 Jan 2023
Pre-scrutiny	Consideration of revenue and capital budgets within P&R	To pre-scrutinise the budget proposals, prior to approval by the Executive Members within P&R	Considered annually in advance of Council in February. Transformation savings pre-scrutiny alternate years at Sept meeting.		X
Budget Monitoring		<p>(a) End of Year Financial Report considered at summer meeting, to see how the budget was managed for the year compared to plan.</p> <p>(b) Medium Term Financial Strategy – considered when appropriate to provide longer term financial context</p>			

Topic	Issue	Reason for inclusion	Status and Outcomes	17 Nov 2022	19 Jan 2023
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 Retain for future update		
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 2022, next update expected summer 2023. Mid-year update due Jan 2023.		X
Crime & Disorder (Annual Item for Nov mtg)	Duty to review, scrutinise, and report on the decisions made, and actions taken by 'responsible authorities' under the Crime and Disorder Act.	This duty passed from the Safe & Healthy People Select Committee to this committee in May 2014	Annual update on work of Hampshire Community Safety Strategy Group plus particular focus topic: Child Exploitation - Nov 2018 Reducing Serious Violence - Nov 2019 County Lines – Nov 2021 Restorative justice – Nov 2022	X	

Topic	Issue	Reason for inclusion	Status and Outcomes	17 Nov 2022	19 Jan 2023
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	Annual report to this meeting in summer for submission to Full Council in autumn		
Overview	Scrutiny Protocol, Planning and Resource Allocation	To agree a proposed new protocol and framework for select committees		X	
Overview	Apprenticeships Scheme	To receive an update on the County Council's Apprenticeship Levy Programme	Requested by the Committee	X	
Overview	Climate Change Strategy	**only in respect of resources in the context of budget provision			

Topic	Issue	Reason for inclusion	Status and Outcomes	17 Nov 2022	19 Jan 2023
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.		

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