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NOTICE OF MEETING

Meeting	Policy and Resources Select Committee
Date and Time	Friday, 17th January, 2020 at 10.00 am
Place	Wellington Room, Elizabeth II Court South, The Castle, Winchester
Enquiries to	members.services@hants.gov.uk

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

FILMING AND BROADCAST NOTIFICATION

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

AGENDA

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DECLARATIONS OF INTEREST

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

3. MINUTES OF PREVIOUS MEETING

To confirm the minutes of the previous meeting

4. DEPUTATIONS

To receive any deputations notified under Standing Order 12.

5. CHAIRMAN'S ANNOUNCEMENTS

To receive any announcements the Chairman may wish to make.

6. 2020/21 REVENUE BUDGET REPORT FOR POLICY AND RESOURCES (Pages 5 - 22)

For the Policy and Resources Select Committee to pre-scrutinise the proposed revenue budget for 2020/21 for Policy and Resources.

7. 2020/21 – 2022/23 CAPITAL PROGRAMME REPORT FOR POLICY AND RESOURCES (Pages 23 - 42)

For the Policy and Resources Select Committee to pre-scrutinise the proposals for the Policy and Resources Capital Programme for 2020/21 – 2022/23.

8. SERVING HAMPSHIRE 2019-20 QUARTER TWO PERFORMANCE REPORT (Pages 43 - 68)

To receive and consider a report and presentation from the Chief Executive providing strategic oversight of the County Council's performance during the first six months of 2019/20 against the Serving Hampshire Strategic Plan for 2017-21.

9. ANNUAL IT UPDATE (Pages 69 - 78)

To receive a report from the Director of Corporate Resources – Corporate Services (Head of IT) giving an update on IT matters.

10. WORK PROGRAMME (Pages 79 - 86)

To review the work programme of topics to be considered by the Select Committee at future meetings.

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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HAMPSHIRE COUNTY COUNCIL

Report

Committee:	Policy and Resources Select Committee
Date:	17 January 2020
Title:	2020/21 Revenue Budget for Policy and Resources
Report From:	Chief Executive, Deputy Chief Executive and Director of Corporate Resources, Director of Transformation and Governance and Director of Culture, Communities and Business Services

Contact name: Rob Carr

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Purpose of this Report

1. The purpose of this report is to set out proposals for the 2020/21 budget for Policy and Resources services within the Corporate Services and Culture, Communities and Business Services Departments in accordance with the Council's Medium Term Financial Strategy (MTFS) approved by the County Council in November 2019.
2. The Executive Member for Policy and Resources is requested to approve the budget proposals for submission to Cabinet and full County Council in February 2020.

Recommendations

That the Policy and Resources Select Committee consider the detailed budget proposals and:

Either:

3. Support the recommendations being proposed to the Executive Member.
4. Agree any feedback or comments relating to the Select Committee's recommendations for consideration by the Executive Member when making their decision.

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HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	Executive Member for Policy and Resources
Date:	17 January 2020
Title:	2020/21 Revenue Budget Report for Policy and Resources
Report From:	The Chief Executive, Deputy Chief Executive and Director of Corporate Resources, Director of Transformation and Governance, and Director of Culture, Communities and Business Services

Contact name: Rob Carr

Tel: 01962 847508

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 2020/21 budget for Policy and Resources in accordance with the Councils Medium Term Financial Strategy (MTFS) approved by the County Council in November 2019.

Section B: Recommendation(s)

To approve for submission to the Leader and the Cabinet:

2. The revised revenue budget for 2019/20 as set out in Appendix 1.
3. The summary revenue budget for 2020/21 as set out in Appendix 1, subject to approval by Cabinet of the provisional cash limits.

Section C: Executive Summary

4. The deliberate strategy that the County Council has followed to date for dealing with grant reductions and the removal of funding that was historically provided to cover inflation, coupled with continued demand pressures over the last decade is well documented. It involves planning ahead of time, through a two-yearly cycle, releasing resources in advance of need and using those resources to help fund transformational change.
5. This strategy has served the County Council, and more particularly its services and community well, as it has delivered transformation programmes on time and on budget with maximum planning and minimum disruption. Put simply, it is an approach that has ensured Hampshire County Council has continued to

avoid the worst effects of funding reductions that have started to adversely affect other local authorities and enabled us to sustain some of the strongest public services in the country.

6. In line with this strategy there will be no new savings proposals presented as part of the 2020/21 budget setting process. Savings targets for 2021/22 were approved as part of the Medium Term Financial Strategy (MTFS) in July 2018 and detailed savings proposals have been developed through the Transformation to 2021 (Tt2021) Programme which were agreed by Cabinet and County Council during October and November last year. Any early achievement of resources from proposals during 2020/21 as part of the Tt2021 Programme will be retained by departments to use for cost of change purposes.
7. Alongside this, delivery of the Transformation to 2019 (Tt2019) Programme continues. The anticipated delay to delivery of some elements of the programme has been factored into our financial planning and whilst sufficient one-off funding exists both corporately and within departments to meet any potential gap over the period, the need to commence the successor programme does mean that there will be overlapping change programmes.
8. The report also provides an update on the financial position for the current year. Overall the outturn forecast for Policy and Resources cash limited budgets for 2019/20 is a balanced position that uses early achievement of savings to fund one-off investment to deliver the transformation programmes. For HC3S trading unit, the combination of cost rises and a reduction in demand for school meals will cause a deficit for the 2019/20 financial year. Actions are being put in place to mitigate the level of the eventual deficit, which can be covered by trading unit reserves and a more extensive plan is being put in place to ensure that the service returns to a break even position.
9. The proposed budget for 2020/21 analysed by service is shown in Appendix 1.
10. This report seeks approval for submission to the Leader and Cabinet of the revised budget for 2019/20 and detailed service budgets for 2020/21 for Policy and Resources. 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 3 February 2020 to make final recommendations to County Council on 13 February 2020.

Section D: Contextual Information

11. 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.

12. The County Council's action in tackling its forecast budget deficit and providing funding in anticipation of further reductions, has 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 Transformation to 2021 (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. Consequently, there are no departmental savings targets built into the 2020/21 budget. However, other factors will still affect the budget, such as council tax decisions and inflation.
13. The Spending Round 2019 (SR2019) announcement took place on 4 September and the content of the proposed settlement and the issues it addressed were pleasing to see as they mirrored the key issues that we have been consistently raising for some time directly with the Government and through our local MPs.
14. In overall terms, there was a net resource gain to the County Council, albeit that is only for one year at this stage. However, the cost pressures we face, particularly in adults' and children's social care services are significantly outstripping the forecasts that were included in the original Tt2021 planning figures.
15. Without the additional injection of funding, the County Council would have faced a revised deficit position of nearly £106m by 2021/22, but the additional resources bring us back to a broadly neutral position. It is worth highlighting that the additional grant from the £1bn plus the 2% adult social care precept generates additional resources of around £29m for the County Council, but this must be measured against growth pressures and inflation across adults' and children's social care services which total nearly £57m for 2020/21 alone.
16. The Autumn Budget which was planned for 6 November was cancelled and it is now anticipated that there will be a Budget in Spring 2020. The provisional Local Government Finance Settlement was announced on 20 December 2019 and confirmed the grant figures and council tax thresholds for 2020/21 in line with the SR2019 and the clarification provided in the subsequent technical consultation. The final grant settlement for 2020/21 is not due out until this report has been dispatched, however it is not anticipated that there will be any major changes to the figures that were released in December 2019.
17. Policy and Resources departments have been developing service plans and budgets for 2020/21 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

18. Corporate Resources includes the following services:
 - Finance and Pensions;
 - HR and Workforce Development;
 - Integrated Business Centre (IBC) - providing transactional services such as payroll, payments to suppliers, and resourcing services;
 - Hantsdirect – providing telephone, web and email contact services on behalf of the County Council;
 - Information Technology;
 - Internal Audit.
19. The forecast outturn for 2019/20 for Corporate Resources confirms the successful delivery of its Transformation to 2019 (Tt2019) Programme and the achievement of on-going savings of £6.534m. This places 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.
20. The Department is also in a good position to progress its Tt2021 programme. The target saving of £3.817m will be delivered through a range of proposals including changes to service operating models, expanded partnership working and further modernisation and rationalisation within IT. In addition, Corporate Resources teams will continue to provide critical support to other departments during the delivery of their own transformation programmes, the potential timeframes for which are expected to extend beyond April 2021 in places. It will be important for the Department to manage this further pressure to service delivery.

Transformation and Governance

21. Transformation and Governance comprises Law and Governance, Transformation Practice and Strategic Procurement. The Tt2019 target of £950,000 has been realised through operational improvements and income generation.
22. Legal Services continue to look to broaden its offer and seek to support a wider range of external customers. This will enable the net cost of the service to be steadily and sensibly reduced, whilst we retain the highest quality capacity and capability to meet the varied needs of the County Council. Positively, the Strategic Procurement function is also beginning to attract and secure external business opportunities meaning it too will steadily reduce its net service cost whilst maintaining and adding to the quality of professional capacity available to perform for the County Council.

23. A centralised structure of Corporate and Department Teams, under a single Head of Profession has worked well for Strategic Procurement and was also developed for Health & Safety during 2019/20. Following a review to consider permanent structure proposals which will further strengthen the Health & Safety function going forward, Cabinet agreed additional resources at a cost of £210,000 per annum, and this has been incorporated into the budget for 2020/21.
24. With the continuing need for the Council to further transform to achieve efficiency and effectiveness in the delivery of modern services, the organisation continues to require strong programme leadership and robust project management input. In order to support the organisation through its Tt2021 Programme, the County Council has previously agreed to develop its internal capacity in its Transformation Practice by supplementing the base budget with up to £1.2m per annum for the next three years.

Customer Engagement Service

25. 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.
26. A departmental restructuring has secured savings of £333,000 as required by Tt2019. The Department is now progressing its Tt2021 Programme to achieve further savings of £121,000 through further operating model changes and generating additional income by charging for services and increasing external trading in the areas of consultation, engagement, insight and social marketing.

Non-Departmental Budgets

27. The Policy and Resources portfolio includes provision for a range of grants to the voluntary and community sector. This includes Members' devolved budgets which for 2017/18 were reduced by £234,000 (£5,000 per Member from £8,000) 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, which also means that any future change to the level of the budget will coincide with the new Council term from 2021/22 onwards. The additional annual cost of £234,000 is funded from Policy and Resources reserves.
28. Policy and Resources also includes the revenue budget for repair and maintenance of the County Council's estate and is managed by the Director of Culture, Communities and Business Services.

Culture Communities and Business Services (CCBS)

29. The Culture Communities and Business Services (CCBS) Department delivers a wide range of services with gross expenditure in the region of £88.7m a year and income streams of around £55.1m, leaving a cash limit of £33.6m. In addition, the Department is responsible for:
- Business units with a combined turnover of £60m.
 - Managing the repairs and maintenance of the corporate estate (£8.6m).
 - Service level agreements with 469 schools and Academies (£14m).
 - HM Coroner Service in Hampshire (£2m).
 - The relationship with various Trusts including Hilliers, Energise Me and the Hampshire Cultural Trust (HCT); only HCT receives a significant grant (£2.4m).
30. CCBS already relies on income and recharges to fund 62% of the cost of service delivery and maintaining and developing new external sources of funding remains a high but challenging priority for the department.
31. A significant contribution was made to Tt2019 savings from growing income to replace cash limit funding across a range of services including Countryside, Outdoor Centres and the Great Hall and the Tt2021 savings programme includes further targets for growth in this area. It therefore remains important for many CCBS services that current income levels are both sustained and grown.
32. Achieving significant additional net income continues to be challenging:
- Key public sector markets are experiencing ongoing financial pressures.
 - 'Choose to use' services such as the Outdoor Centres and Country Parks are effectively competing with a wide range of alternative visitor attractions in Hampshire and need to ensure their offer continues to meet public expectations.
 - The potential economic impacts of Brexit could lead to reduced consumer confidence and reduced capacity for spending. The latter may impact on income to attractions such as the Country Parks and it is anticipated that further capital investment, building on the success of investment to date, may be required to sustain and grow income in future.
33. There is a potential risk to future European Union grant funding streams of up to £350,000 currently received by the Countryside Service and used for the management of Countryside land in a good environmental and agricultural condition.

Section F: 2019/20 Revenue Budget

34. 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.
35. Overall, for Policy and Resources cash limited budgets, the expected financial position at the end of 2019/20 is a balanced budget.
36. This net position results from a combination of factors including:
 - Early achievement of Tt2021 savings.
 - One-off savings in 2019/20 including staff vacancies.
 - Off set by one off expenditure relating to the transformation programmes which will be funded from cost of change or other reserves at the end of the year.
37. CCBS also includes a range of Trading Units which rely on income to fully recover the costs that they incur. HC3S is one of these trading units, providing catering services to HCC establishments, in particular the provision of school meals. Since June 2019 there has been a significant downturn in the take up of school meals, coupled with increasing food and staffing costs. Current predictions are that a deficit of around £1 million could be expected by the end of the financial year. Actions are being put in place to mitigate the level of the eventual deficit, which can be covered by trading unit reserves and a more extensive plan is being put in place to ensure that the service returns to a break even position.
38. The budget for Policy and Resources has been updated throughout the year and the revised budget is shown in Appendix 1.
39. The increase of £11.7m from the original approved budget comprises:
 - Inflation.
 - Budget transfers between departments reflecting changes in management responsibility.
 - Corporately funded allocations previously agreed by Cabinet.
 - Use of departmental cost of change reserves.

Section G: 2020/21 Revenue Budget Pressures and Initiatives

40. Over this prolonged period of austerity, all departments have been required to deal with increasing work pressures at a time that staffing resources and other budgets are reducing significantly. Furthermore, as savings become harder

and more complex to deliver (linked for example to changes in digital technologies) the cost and timeframes to deliver savings get higher and longer, placing additional strain on the resources available to deliver business as usual activity.

41. Whilst in relative terms, Policy and Resources departments are in quite a strong financial position it is clear that pressure is increasing in these areas. Policy and Resources departments have also been using their cost of change reserves to fund additional capacity in their transformation teams and the corporate Transformation Practice. The longer timeframes for delivering the County Council's Tt2019 Programme together with planning for the next Tt2021 Programme, will also mean that these teams will be in place for longer, placing further pressure on available resources.

Section H: Revenue Savings Proposals

42. In line with the current financial strategy, there are no new savings proposals presented as part of the 2020/21 budget setting process. Savings targets for 2021/22 were approved as part of the MTFS by the County Council in July 2018. Savings 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 last year.
43. The 2021/22 savings target for Policy and Resources is £7.950m (£4.568m for Corporate Services, and £3.382m for CCBS). Some savings will be implemented prior to April 2021 and any early achievement of savings in 2020/21 can be retained by departments to meet cost of change priorities. It is anticipated that £3.2m of savings will be achieved in 2020/21 and this is reflected within the detailed estimates contained in Appendix 1.
44. The work already completed to develop the savings proposals has demonstrated that they are complex in nature and challenging to deliver - in some areas, more than two years will be required to fully develop plans and implement the necessary service changes. In addition, it is recognised that many of the support services will be required to continue to provide support to other departments across the County Council (for example by Corporate Services to support the delivery of broader Tt2021 savings) whilst progressing the delivery of their own savings. This consideration is expected to further influence the timing for when some of these proposals will be fully implemented. However, Corporate Services and CCBS Departments expect to be able to support the cash flow and cost of their transformation through cost of change reserves generated from early planning and delivery of savings, including over achievement of Tt2019 savings. As such, the risk of not delivering is considered to be relatively low.

Section I: 2020/21 Revenue Budget Other Expenditure

45. The budget includes some items which are not counted against the cash limit. This includes business units whose costs are covered by customer income and

also the Coroner's service which is budgeted for outside of the Policy and Resources cash limit, as the County Council has no direct control over service levels required and costs incurred.

Section J: Budget Summary 2020/21

46. The budget update report presented to Cabinet in early January included provisional cash limit guidelines for each department. The cash limit for Policy and Resources in that report was £97.714m which was a £9.55m increase on the previous year. This increase includes an allocation for inflation on non-pay budgets and an allowance for step progression within pay grades. At this stage the cash limit does not include an allowance for a pay award as this is in the early stages of negotiation and the outcome is uncertain. An amount will be retained centrally in contingencies until any awards are agreed.
47. Appendix 1 sets out a summary of the proposed budgets for the service activities provided by Policy and Resources for 2020/21 and show that these are within the cash limit set out above.
48. In addition to these cash limited items there are further budgets which fall under the responsibility of Policy and Resources, which are shown in the table below:

	2020/21	
	£'000	£'000
Cash Limited Expenditure	214,598	
Less Income (Other than Government Grants)	(116,884)	
Net Cash Limited Expenditure		97,714
Trading Units Net (Surplus)		(107)
Coroners		1,998
Less Government Grants:		
• Local reform and community Voice	(569)	
• Vulnerable Persons Relocation Scheme	(378)	
Total Government Grants		(947)
Total Net Expenditure		98,658

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) Transformation to 2021 savings proposals	24 September 2019
Medium Term Financial Strategy Update and Transformation to 2021 Savings Proposals MTFS	Cabinet – 15 October 2019 County Council – 7 November 2019
Budget Setting and Provisional Cash Limits 2020/21 (Cabinet) http://democracy.hants.gov.uk/documents/s42775/Dec%20Report%20-%20Cabinet%20-%20FINAL.pdf	6 January 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 2020/21 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:

[Policy and Resources Equality Impact Assessments for Tt2021](#)

Budget Summary 2020/21 – Policy and Resources

Service Activity	Original Budget 2019/20 £'000	Revised Budget 2019/20 £'000	Proposed Budget 2020/21 £'000
Transformation and Governance			
Legal Services	2,683	2,781	3,019
Transformation Practice	557	2,811	1,788
Strategic Procurement	607	1,478	1,742
Governance	2,760	2,872	3,097
Total Transformation and Governance	6,607	9,942	9,646
Corporate Resources			
Finance	3,448	3,360	3,694
HR	2,589	3,056	2,905
IT	20,460	23,495	24,316
Audit	633	633	713
Customer Business Services	6,948	5,878	6,044
Corporate Resources Transformation	1,022	1,024	1,157
Corporate Resources Other	21	(361)	(13)
Total Corporate Resources	35,121	37,085	38,816
Customer Engagement Services			
Communication, Marketing & Advertising	634	871	648
Insight & Engagement	640	700	746
Chief Executive's Office & Leadership Support	575	573	569
Total Customer Engagement Services	1,849	2,144	1,963
Total Corporate Services	43,577	49,171	50,425

Service Activity	Original Budget 2019/20 £'000	Revised Budget 2019/20 £'000	Proposed Budget 2020/21 £'000
Policy and Resources Non-Departmental Budgets (Direct)			
Corporate & Democratic Representation	66	66	66
Grants to Voluntary Organisations	232	232	237
Grants & Contributions to Voluntary Bodies	823	749	765
Southern Sea Fisheries ¹	307	-	-
Members Devolved Budgets	390	624	390
Rural Affairs ²	200	-	-
Other Miscellaneous	441	476	378
	2,459	2,147	1,836
Policy & Resources Non- Departmental Budgets (Central)			
Members Support Costs	1,584	1,587	1,621
Repairs & Maintenance	8,375	8,355	8,635
Strategic Asset Management	1,259	4,637	1,264
Other Miscellaneous	311	311	318
	11,529	14,890	11,838
Total Other Policy and Resources	13,988	17,037	13,674

¹ Moved to Central Corporate Levies budget

² Moved to CCBS Countryside & Rural Affairs Services

Service Activity	Original Budget 2019/20	Revised Budget 2019/20	Proposed Budget 2020/21
	£'000	£'000	£'000
Culture Communities and Business Services (CCBS)			
Transformation & Business Management			
Transformation	558	753	577
Business Development Team	532	749	610
Rural Broadband	262	262	307
CCBS IT Budget	78	78	80
Total Transformation and Business Management	1,430	1,842	1,574
Community and Regulatory Services			
Regulatory Services	1,163	897	924
Business Support	553	430	454
Scientific Services	25	75	123
Asbestos	(8)	(11)	25
Total Community & Regulatory Services	1,733	1,391	1,526
Culture and Heritage			
Risk, Health & Safety	27	27	27
Sir Harold Hillier Gardens	64	64	64
Total Culture & Heritage	91	91	91
Property Services and Facilities			
Corporate Estate	(206)	(206)	(205)
County Farms	(497)	(497)	(495)
Development Account	(348)	(348)	(346)
Sites for Gypsies and Travellers	11	41	29
Property Services	2,787	3,027	3,579
Office Accommodation/Workstyle	3,439	4,672	3,990
Facilities Management	3,318	3,032	3,312
Hampshire Printing Services	(80)	(92)	(50)

Service Activity	Original Budget 2019/20 £'000	Revised Budget 2019/20 £'000	Proposed Budget 2020/21 £'000
Segensworth Unit Factories	(12)	-	-
Print Sign Workshop	10	-	-
Total Property Services and Facilities	8,422	9,629	9,814
CCBS Planned Contribution to Cost of Change	296	(9)	617
Total CCBS P&R Services	11,972	12,944	13,622
CCBS Recreation and Heritage Sites	17,480	19,244	18,623
CCBS Countryside & Rural Affairs Services	1,146	1,368	1,370
Total CCBS	30,598	33,556	33,615
Total Policy and Resources	88,163	99,764	97,714
Coroners	1,821	1,860	1,998
Trading Units			
River Hamble	55	58	8
County Supplies	(439)	(320)	(460)
HC3S	(114)	1,292	374
Hampshire Transport Management	(51)	(51)	(29)
Total Trading Units	(549)	979	(107)

Service Activity	Original Budget 2019/20 £'000	Revised Budget 2019/20 £'000	Proposed Budget 2020/21 £'000
Government Grants			
Local reform and Community Voice	(569)	(569)	(569)
Inshore Fisheries and Conservation ³	(204)	-	-
Vulnerable Persons Relocation Scheme	(350)	(479)	(378)
Total Government Grants	(1,123)	(1,048)	(947)
Total Net Expenditure Policy and Resources	88,312	101,555	98,658

³ Moved to Central Corporate Levies budget

HAMPSHIRE COUNTY COUNCIL

Report

Committee:	Policy and Resources Select Committee
Date:	17 January 2020
Title:	2020/21 – 2022/23 Capital Programme for Policy and Resources
Report From:	Chief Executive, Deputy Chief Executive and Director of Corporate Resources, Director of Transformation and Governance and Director of Culture, Communities and Business Services

Contact name: Rob Carr

Tel: 01962 847508

Email: rob.carr@hants.gov.uk

Purpose of this Report

1. The purpose of this report is to set out proposals for the 2020/21 to 2022/23 capital programme for Policy and Resources services within the Corporate Services and Culture, Communities and Business Services Departments in accordance with the capital guidelines set by Cabinet on 6 January 2020.
2. The Executive Member for Policy and Resources is requested to approve the budget proposals for submission to Cabinet and full County Council in February 2020.

Recommendations

That the Policy and Resources Select Committee consider the detailed capital programme proposals and:

Either:

4. Support the recommendations being proposed to the Executive Member.
5. Agree any feedback or comments relating to the Select Committee's recommendations for consideration by the Executive Member when making their decision.

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HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	Executive Member for Policy and Resources
Date:	17 January 2020
Title:	2020/21 to 2022/23 Capital Programme Report for Policy and Resources
Report From:	Chief Executive, Deputy Chief Executive and Director of Corporate Resources and Director of Culture, Communities and Business Services

Contact name: Rob Carr

Tel: 01962 847508

Email: rob.carr@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 2020/21 to 2022/23 and the revised capital programme for 2019/20.

Recommendation(s)

To approve for submission to the Leader and the Cabinet:

2. The capital programme for 2020/21 to 2022/23 as set out in Appendix 1.
3. The revised capital programme for 2019/20 as set out in Appendix 2.
4. The deferral of resources from 2019/20 to 2020/21 relating to schemes of £1.937 million as set out in paragraph 32.

Executive Summary

5. This report seeks approval for submission to the Leader and Cabinet of the proposed capital programme for Policy and Resources for 2020/21 to 2022/23.
6. 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 3 February 2020 to make final recommendations to County Council on 13 February 2020.
7. In accordance with the provisional capital guidelines approved by Cabinet in January 2020, the report considers the schemes which it is proposed to include in the capital programmes for 2020/21, 2021/22 and 2022/23. The report also presents the revised programme for 2019/20.
8. 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

9. Executive Members have been asked to prepare proposals for:
 - a locally resourced capital programme for the three-year period from 2020/21 to 2022/23 within the guidelines used for the current capital programme including the third year, 2022/23, at a similar level to 2021/22
 - a programme of capital schemes in 2020/21 to 2022/23 supported by Government grants as announced by the Government.
10. 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.

Locally resourced capital programme

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

	£'000
2020/21	4,159
2021/22	4,159
2022/23	4,159

12. 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.
13. 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.

Proposed capital programme 2020/21 to 2022/23 – locally resourced schemes

14. The programme proposed for 2020/21 to 2022/23 is detailed in Appendix 1.
15. The largest allocation is £3 million per annum for vehicle purchases by Hampshire Transport Management (HTM). An increase of £1m per annum from 2017/18 was approved by Cabinet in October 2017 to enable HTM to respond to growing business especially with schools and colleges looking for an environmentally friendly fleet alongside an upsurge in customers reviewing their fleets again considering environmental credentials alongside potential efficiencies. The cost of these purchases is recovered through business unit charges to customers.

16. The 2020/21 cash limit guideline is supplemented by contributions from departmental revenue budgets and cost of change reserves and business unit reserves to fund three specific schemes.
17. The 2020/21 capital programme also includes the proposal to carry forward funding from the 2019/20 programme in respect of schemes that for a variety of reasons as set out in paragraphs 33 and 34 will not start in the current financial year. The total funding proposed to be carried forward is £1.937m. The augmented locally resourced programme totals are shown in the table below:

	2020/21	2021/22	2022/23
	£'000	£'000	£'000
Guideline set by Cabinet	4,159	4,159	4,159
Departmental revenue and reserve contributions to capital	895		
Business unit reserve contribution	500		
Carry forward from 2019/20	1,937		
Proposed locally resources programme	7,491	4,159	4,159

Proposed capital programme 2020/21 to 2022/23 supported by Government allocations

18. The Government has allocated all its support for the capital programme in the form of capital grants, and not as borrowing allocations.
19. The Secretary of State has not yet announced details of individual local authority capital allocations for 2020/21, 2021/22 and 2022/23. However, for planning purposes, a continuation of 2019/20 allocations is assumed.
20. In 2019/20, the Government announced a Schools Condition Allocation (SCA) grant of £17,425,528 for local authority schools and Sure Start early years centres. This is similar to the allocation for 2018/19 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.
21. The full grant is added to the Policy and Resources 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.
22. The cash limit guidelines for this part of the capital programme are as follows:

	Capital grant
	£'000
2020/21 (Assumed)	17,426
2021/22 (Assumed)	17,426
2022/23 (Assumed)	17,426

23. 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.

Capital programme summary

24. On the basis of the position outlined above, the total value of the capital programmes submitted for consideration for the three years to 2022/23 are:

	Schemes within locally resourced guidelines	Schemes supported by Government allocations	Total
	£'000	£'000	£'000
2020/21	7,491	17,426	24,917
2021/22	4,159	17,426	21,585
2022/23	4,159	17,426	21,585

Revenue implications

25. 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.
26. 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
2020/21	725
2021/22	659
2022/23	659
Total	2,043

Revised 2019/20 capital programme

27. The revised 2019/20 capital programme for Policy and Resources is shown in Appendix 2 and totals £74.0 million. The changes since the capital programme was approved in February 2019 are summarised below:

	2019/20
	£'000
Approved programme	22,656
Underspend and schemes carried forward from previous years	30,170
Additional approved prudential borrowing	10,000
Draw down of approved corporate funding	1,110
Salix interest free loan funding	500
Adjustment to Government grant	162
Share of 2018/19 capital receipts	681
Developers contributions	914
Carry forward to 2020/21	-1,937
Net transfers between capital and revenue and other technical adjustments to meet accounting requirements	-254
Purchase of Investment – Pooled Property Fund	10,000
	<hr/> 74,002 <hr/>

28. The schemes carried forward from previous years of £30.17m were agreed by Cabinet on 17 June 2019. Significant additions to the programme include the approval for prudential borrowing up to £10m. In November 2019, the County Council approved delegated authority for the Deputy Chief Executive and Director of Corporate Resources, in consultation with the Chief Executive and the Leader to pursue and complete opportunistic land or farm purchases where this is considered to be in the best financial interests of the County Council. It is anticipated that the resulting borrowing costs will be met from income derived from the land or farm.

29. A further addition of £10m relates to the increase in 2019/20 of pooled property fund investments in line with the approved Treasury Management Strategy. This type of investment is regarded as capital expenditure under the Capital Finance Regulations (SI 2010 No 454). When the asset is sold it will

generate a capital receipt which will result in a capital gain or loss at the time of the sale.

30. The draw-down of approved corporate funding of £1.11m relates to the remaining funds previously approved by Cabinet for the energy performance programme. In November 2019, the Executive Member for Policy and Resources approved use of this funding for further electric vehicle infrastructure and battery storage for buildings with Photo Voltaic (PV) installations. Cabinet agreed in January 2020 to supplement the funding with a Salix interest free loan to create a revolving fund for solar PV, building fabric and heating improvements across the non-school estate. Energy savings will be returned to the fund for further investment in the energy performance programme.
31. The revenue funded allocation for office accommodation has been transferred to the revenue budget to fund minor works and office moves as determined by the Corporate Office Accommodation Board in line with strategy for office accommodation. Capital receipts from previous rationalisation of the office accommodation portfolio have been amalgamated and retained in the capital programme. The office accommodation strategy is currently being reviewed to prioritise known condition and suitability issues to ensure a more consistent level of office accommodation for HCC staff across Hampshire and ensure that utilisation of space can be maximised. In addition, following the roll out of the modern technology programme (EPP) a further aim is to address adaptations to the current workspaces to ensure that these provide an appropriately flexible and productive working environment in line with new ways of working. The total funding of £1.040m will be allocated once priorities are determined by the Corporate Office Accommodation Board.

Resources and projects proposed to be carried forward to 2020/21

32. The following table outlines the projects and resources that for reasons set out below, it is proposed to defer and carry forward to 2020/21:

Project	Cost of Projects & Resources carried forward
	£'000
Country Parks Transformation (Phase 2) – Royal Victoria Country Park	1,400
County Farms improvement projects	450
County Farms minor works	87
Total	1,937

33. The Country Parks Transformation Programme (CPTP) has been in operation for some time and seeks to improve visitor experiences whilst at the same time generating income to make the parks self-financing. Capital funding of £800,000 is included within the current capital programme to improve the catering offer at Royal Victoria Country Park which is key to further income generation. In addition, the Executive Member for Policy and Resources agreed in November 2019 to allocate £600,000 from the Investing in Hampshire Fund to address other backlog liabilities including refurbishing the Empire Rooms and the external toilets to ensure they are of a similar standard to the other new facilities that are already planned. The combined funding of £1.4m will be carried forward into the 2020/21 programme.
34. In accordance with the strategy for the County Farms estate, capital receipts from the sale of farm land and buildings are accrued and earmarked for future investment in County Farms. Overall priorities across the County Farm estate are currently being reviewed, however three improvement projects to the value of £450,000 are planned for 2020/21 and it is proposed to carry forward this funding together with an unrestricted allocation of £87,000 for minor capital works.

Conclusions

35. The proposed capital programme for Policy and Resources as summarised in paragraph 26 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>
Medium Term Financial Strategy Update and Transformation to 2021 Savings Proposals (County Council) http://democracy.hants.gov.uk/documents/s40039/MTFS%20-%20Council%20Report.pdf	7 November 2019
Budget Setting and Provisional Cash Limits 2020/21 (Cabinet) http://democracy.hants.gov.uk/documents/s42775/Dec%20Report%20-%20Cabinet%20-%20FINAL.pdf	6 January 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:

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

2.1. Impact on Crime and Disorder:

Crime prevention issues will be considered when individual project appraisals are developed.

Climate Change:

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

All relevant developments within the capital programme are subject to specific, detailed assessments. Energy conservation, and where applicable enhancing biodiversity, are priorities for all major building schemes.

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

Where appropriate capital schemes are planned with adaptation to climate change in mind, such as the inclusion of passive cooling, solar shading, sustainable urban drainage and rainwater harvesting systems in building projects where technically feasible and deliverable within budget constraint

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
2020/21 Schemes							
Schemes Supported from Local Resources							
Culture, Communities and Business Services							
1	Vehicles for Hampshire Transport Management #	-	-	3,000	3,000	-	300
2	County Supplies Warehouse, Winchester	644	106	-	750	-	15
3	West End Arts Centre, Aldershot	253	42	-	295	-	6
4	CCBS Capital	328	-	-	328	-	7
5	Country Parks Transformation (Phase 2) - Royal Victoria Country Park	1,202	198	-	1,400	-	28
6	Robert Mays School, Odiham - Safer Walking Route to School	300	50	-	350	-	7
7	County Farms - Improvement Projects	386	64	-	450	-	9
8	County Farms - Provision for Minor Improvements	75	12	-	87	-	2
Corporate Services							
9	Contingency	185	-	-	185	-	3
Total Programme Supported by Local Resources		3,373	472	3,000	6,845	-	377

Capital Programme - 2020/21

Site Position	Contract Start		Remarks	Ref
	Date	Duration		
	Qtr	Months		
N/A	-	-	Continuing programme of replacing vehicles	1
N/A	2	3	Roof upgrade at Bar End County Supplies warehouse	2
N/A	2	2	Roof upgrade at West End Arts Centre, Aldershot	3
N/A	1	12	Provision of minor works across the department including Library and Countryside services	4
N/A	2	6	To support a range of planned works at Royal Victoria Country Park, including improvements to and extension of restaurant and catering facilities, refurbishment of Empire Rooms and external toilets	5
N/A	2	6	Countryside element of safer walking route to Robert Mays School	6
N/A	1	12	Planned improvements across the County Farms estate	7
N/A	1	12	Provision for minor improvement works across the County Farms estate	8
N/A	-	-		9
# 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
	2020/21 Schemes (continued)						
	Schemes Supported by the Government						
	Schools Condition Allocation (SCA)						
10	Cove School, Farnborough	399	66		465	-	9
11	Crestwood School, Eastleigh	1,502	248		1,750	-	35
12	Marchwood Junior School, Southampton	451	74		525	-	11
13	Marnel Junior School, Basingstoke	1,202	198		1,400	-	28
14	Petersfield Infant School, Petersfield	253	42		295	-	6
15	Swanmore School, Swanmore	275	45		320	-	6
16	Wavell School, Aldershot	1,974	326		2,300	-	46
17	Schools Condition Allocation (costing less than £250,000)	8,902	1,469	-	10,371	-	207
	Total Schemes Supported by the Government	14,958	2,468	-	17,426	-	348
	Total Excluding Land				24,271	-	725
	Advance and Advantageous Land Purchases				646	-	-
	Total Programme				24,917	-	725

Capital Programme - 2020/21

Site Position	Contract Start		Remarks	Ref
	Date	Duration		
	Qtr	Months		
Owned	2	6	Upgrade front elevation of curtain wall to three storey block	10
Owned	3	9	Roof upgrade to atrium	11
Owned	2	3	Roof upgrade	12
Owned	2	10	SCOLA recladding	13
Owned	2	2	Window upgrade	14
Owned	2	6	Window upgrade	15
Owned	2	10	SCOLA recladding	16
Owned	-	-	Major improvements to school buildings	17

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						
18	Vehicles for Hampshire Transport Management #	-	-	3,000	3,000	-	300
19	CCBS Capital	328	-	-	328	-	7
20	Contingency	185	-	-	185	-	3
	Total Programme Supported by Local Resources	513	-	3,000	3,513	-	310
	Schemes Supported by the Government						
21	Schools Condition Allocation	14,958	2,468	-	17,426	-	349
	Total Schemes Supported by the Government	14,958	2,468	-	17,426	-	349
	Total Excluding Land				20,939		659
	Advance and Advantageous Land Purchases				646		
	Total Programme				21,585		659

Capital Programme - 2021/22

Site Position	Contract Start		Remarks	Ref
	Date	Duration		
	Qtr	Months		
N/A	-	-	Continuing programme of replacing vehicles	18
N/A	1	12	Provision of minor works across the department including Library and Countryside services	19
N/A	-	-		20
Owned	-	-	Major improvements to school buildings	21
			# 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
	2022/23 Schemes						
	Schemes Supported from Local Resources						
	Culture, Communities and Business Services						
22	Vehicles for Hampshire Transport Management #	-	-	3,000	3,000	-	300
23	CCBS Capital	328	-	-	328	-	7
24	Contingency	185	-	-	185	-	3
	Total Programme Supported by Local Resources	513	-	3,000	3,513	-	310
	Schemes Supported by the Government						
25	Schools Condition Allocation	14,958	2,468	-	17,426	-	349
	Total Schemes Supported by the Government	14,958	2,468	-	17,426	-	349
	Total Excluding Land				20,939		659
	Advance and Advantageous Land Purchases				646		
	Total Programme				21,585		659

Capital Programme - 2022/23

Site Position	Contract Start		Remarks	Ref
	Date	Duration		
	Qtr	Months		
N/A	-	-	Continuing programme of replacing vehicles	22
N/A	1	12	Provision of minor works across the department including Library and Countryside services	23
N/A	-	-		24
Owned	-	-	Major improvements to school buildings	25
			# controlled on an accrued expenditure basis	

Policy and Resources 2019/20 capital programme

1. Latest programme limit:	£'000
Total programme as per budget book	22,656
Carry forward schemes from 2018/19	30,170
Approved prudential borrowing	10,000
Additional approved capital allocations	1,110
Salix interest free loan funding	500
School Condition Allocation funding change	162
Share of capital receipts	681
Developers contributions	914
Carry forward to 2020/21	-1,937
Net transfers between capital and revenue and other technical adjustments to meet accounting requirements	-254
Technical adjustment – Pooled Property Fund	10,000
	<hr/>
	74,002
	<hr/>

2. Analysis of 2019/20 programme including carry forwards from 2018/19:

	£'000
Vehicles for Hampshire Transport Management (HTM)	3,000
Havant Day Services access road	<u>55</u>
Schemes controlled on an expenditure basis:	<u>3,055</u>
Capital repairs - Schools Condition Allocation (SCA):	
- Bishops Waltham Junior School – SCOLA recladding	1,600
- St Michael's Junior School (Aldershot) – Roof upgrade	410
- Other SCA works	12,916
Testbourne Community School - SCOLA recladding (part funded by SCA grant allocation)	3,150
Corporate Estate Capital projects:	
- EII South Fire precaution works	590
- 2019/20 projects individually under £250k	728
Office Accommodation	1,040
Facilities Management schemes	205
Hampshire Transport Management (HTM) – Vehicle Workshop Refurbishment	600
Investment in Hampshire	1,386
Strategic land purchase	10,000
Advance and Advantageous Land	1,938
Botley (Uplands Development) – Infrastructure and Utility Works (provisional allocation)	16,883

	£'000
Energy Performance Programme:	
- EPP5 - Battery Storage Technology	700
- EPP6 – Solar PV, building fabric and heating improvements	1,000
- EPP6 – Electric Vehicle infrastructure	410
- EPP6 – battery storage for buildings with Photo Voltaic (PV) installations, bulk storage of grid electricity	200
Winchester Leisure Centre	1,000
CCBS - ICT Developments	120
Customer Access Improvements	80
CCBS Capital	428
Country Parks Transformation (Phase 2):	
- Manor Farm	550
- Queen Elizabeth Country Park	300
- Staunton Country Park	450
Other Countryside projects	264
Basingstoke Canal:	
- Crookham Deeps Embankment lining	230
- Swan Cutting	335
Footway Improvements	15
Investment - Pooled Property Fund	10,000
Capital receipts – restricted for County Farms	1,729
Unallocated 25% of Capital receipts	<u>369</u>
Schemes controlled on a starts basis:	<u>69,626</u>
Unallocated	<u>1,321</u>
Policy and Resources Capital Programme 2019/20	<u>74,002</u>

HAMPSHIRE COUNTY COUNCIL

Cover Report

Decision Maker:	Policy and Resources Select Committee
Date:	17 th January 2020
Title:	<i>Serving Hampshire</i> – 2019/20 Half Year Performance Report
Report From:	Chief Executive and Head of Law and Governance

Contact name: Philippa Mellish, Head of Insight and Engagement

Tel: 01962 847482

Email: philippa.mellish@hants.gov.uk

1. Recommendations

- 1.1. It is recommended that the Policy and Resources Select Committee notes:
- the County Council's performance for the first half of 2019/20; and
 - progress to advance inclusion and diversity.

2. Report purpose

- 2.1. 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).

3. Contextual information

- 3.1. 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 3rd February 2020.
- 3.2. 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.

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

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.)

Document

Location

None

IMPACT ASSESSMENTS:

1. Equality Duty

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

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

1.2. **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 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.

2. Impact on Crime and Disorder:

2.1. The *Serving Hampshire* Plan supports reduced crime and disorder through priority 2 – *People in Hampshire live safe, healthy and independent lives*.

3. Climate Change:

3.1. Priority 3 within the *Serving Hampshire* Plan states that *People in Hampshire enjoy a rich and diverse environment*. This will be achieved by conserving and using natural resources efficiently, protecting and improving Hampshire's environment and quality of life, and maintaining the unique character of the county.

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HAMPSHIRE COUNTY COUNCIL

Report

Decision Maker:	Cabinet
Date:	3 rd February 2020
Title:	<i>Serving Hampshire</i> – 2019/20 Half Year Performance Report
Report From:	Chief Executive and Head of Law and Governance

Contact name: Philippa Mellish, Head of Insight and Engagement

Tel: 01962 847482

Email: philippa.mellish@hants.gov.uk

1. Recommendations

1.1. It is recommended that Cabinet notes:

- a) the County Council's performance for the first half of 2019/20; and
- b) progress to advance inclusion and diversity.

2. Report purpose

2.1. The purpose of this report is to:

- provide strategic oversight of the County Council's performance during the first half of 2019/20 against the [Serving Hampshire Strategic Plan for 2017-2021](#); and
- outline ongoing work and recent achievements to advance inclusion and diversity.

3. Performance reporting arrangements

3.1. 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.

- 3.2. Alongside these aims, the *Strategic Plan* contains eight 'ways of working' which support the ambition to 'put our residents at the heart of everything we do'. These are to:
- Engage, involve and inform residents
 - Develop easy and efficient online services
 - Work with our partners
 - Use taxpayers' money wisely
 - Enable people to do more for themselves
 - Respond flexibly to people's needs
 - Value people's differences, and
 - Keep improving.
- 3.3. 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.
- 3.4. 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.
- 3.5. Departments also provide an overview of key achievements and risks/issues against agreed priorities, as well as the results of any recent external assessments and resident feedback.
- 3.6. Alongside these sources of information, greater emphasis continues to be placed on the results of independent assessment and feedback. **Appendix one** sets out the sources of external validation which apply to the County Council's performance during the first half of 2019/20.

4. Overall Performance

Performance outcomes

- 4.1. **Overall performance** measured against *Serving Hampshire* remained **good** during the first half of 2019/20, evidencing strong performance in the delivery of core services. This has been achieved whilst continuing to manage increased demand and cost pressures, while also delivering significant savings. The County Council continues to use its resources wisely and invest prudently through the careful use of reserves in order to innovate and work more efficiently. This ongoing careful balance of maintaining quality service provision, along with sound financial stewardship, enables the County Council to provide consistent value for money for Hampshire residents.

Performance against targets and improvement trend

- 4.2. Overall **73%** of measures, where data was available, were reported as low performance risk¹, **27%** as medium risk² and **none** as high risk.
- 4.3. **57%** of measures showed improvement or that the level of performance remained consistent³.
- 4.4. In addition, **53%** of measures had met, or exceeded, the target set by the relevant department⁴.
- 4.5. In cases where targets were not met, departmental improvement plans were in place. Similarly, where measures were reported as *medium* risk, mitigating actions were being undertaken by relevant services.
- 4.6. **Performance highlights** for the first half of 2019/20 include:
- Ofsted rated the County Council's Children's Services as *Outstanding* in all areas. Hampshire is one of only two authorities to have received this judgement across the board
 - More than 98% of Hampshire families (not including Portsmouth and Southampton) applying for school places for Year R and Year 3 were successful in obtaining one of their top three choices for September 2019, consistent with 2018's performance of 99%
 - Hampshire's secondary schools reported that 69% of pupils taking their GCSE exams achieved a pass at grade 4 in English and Mathematics, compared to 67% last year. The 'attainment 8' outcome, which measures the results across the wider curriculum, has also improved from a score of 47.2 in 2018 to 47.6 in 2019
 - The County Council announced £370,000 to provide 136 new charging points for electric vehicles, following a 55% increase in electric vehicle registrations in 2018
 - CO₂ emissions continued to fall, down to 67,889 tonnes in 2018/19 (the most recent data). This is a decline from 78,685 tonnes in 2017/18 and exceeds the 2025 target of 79,080 tonnes
 - £13m funding was secured by the County Council from the Enterprise M3 Local Enterprise Partnership for the Brighton Hill improvement scheme in Basingstoke. The investment totals £20 million, which will involve improvements to roads and roundabouts in the area
 - The Hampshire Domestic Abuse Service launched on 4 June 2019, providing crisis accommodation and community-based support to break the cycle of abuse for families across Hampshire
 - The Carers' Support and Dementia Advisor Service, provided by Andover Mind, launched on 1 September 2019. This Hampshire-wide service was commissioned jointly by the County Council, NHS Hampshire Clinical Commissioning Group (CCG) and the Hampshire and Isle of Wight Partnership of CCGs to provide support and advice to people aged 18 and over who care for another adult, as well as people living with dementia

¹ 19 out of the 26 measures for which Q2 data was provided alongside a RAG status (of a total possible of 50 measures included on the performance scorecard)

² 7 of the 26 measures for which Q2 data was provided alongside a RAG status

³ 16 of the 28 measures for which Q2 data was provided alongside a 'direction of travel' rating

⁴ 10 of the 19 measures for which Q2 data was provided alongside a target status

- 126,335 volunteer hours in Culture, Community and Business Services were provided during the first half of 2019/20. This puts the County Council on track to improve on the 225,000 hours of volunteering provided in 2018/19
- The County Council's Country Parks were awarded the Green Flag status for 2019. Lepe, River Hamble, Queen Elizabeth and Royal Victoria country parks have the highest possible environmental standards. Royal Victoria Country Park also received the Green Heritage Site Accreditation for the management of its historic features
- A new video explaining the steps that Armed Forces parents and carers need to take to secure a school place for their child was developed and launched by the County Council – helping remove disadvantage from Service families

4.7. A more extensive list of key performance achievements is included in **Appendix Two**.

5. Equality update

5.1. 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.

National Inclusion Standard

5.2. In May, the County Council participated in Inclusive Employers' National Inclusion Standard for the second year running. The Standard is wide ranging and comprehensive, assessing performance against six categories. These include, for example, the extent to which staff are engaged, equipped and empowered to advance inclusion, and the degree to which diversity is embedded into the organisation's culture and evaluated, leading to continuous improvement.

5.3. The County Council was assessed by Inclusive Employers as achieving *Bronze* Standard for the second year running – ranking third out of 20 participating organisations and top of the *Bronze* category. The assessment feedback highlighted both areas of strength and for improvement, including:

Areas of strength:

- engaging staff through well established and effective networks, as well as regular surveys which are acted upon;
- implementing robust policies and developing new training packages, e.g. corporate inclusion and diversity e-learning, due to launch in Spring 2020;
- participating in external networks and groups to learn from, and share, good practice; and
- collecting data, with the ability for staff to constantly update and refresh their personal information.

Areas for further focus:

- using and monitoring data systematically to address issues within the employee lifecycle and assess progress against a range of indicators – including setting priorities and aims for each department;
- reconsidering the Equality Impact Assessment process to ensure it is used consistently;
- ensuring all staff are aware of policies and training on offer, and that these are accessible to the whole business; and
- providing further support to less established staff networks.

5.4. Actions for improvement are being considered alongside the County Council's own self-assessment against the Standard and will be incorporated into the overarching work programme for Inclusion, Diversity and Wellbeing, where appropriate.

Progress to deliver the inclusion and diversity work programme

- 5.5. During the first half of the year, work has continued to deliver the corporate work programme. Key achievements during the first half of 2019/20 included:
- developing a positive action statement of intent for recruitment, to encourage people from all backgrounds to consider a career with the County Council;
 - hosting the first staff networks conference, and establishing new staff groups within departments, e.g. an emerging 'working parents and carers' group within Children's Services;
 - extending existing governance arrangements to cover wellbeing, alongside inclusion and diversity – and identifying senior departmental 'sponsors';
 - delivering a programme of activity to celebrate National Inclusion Week (28 September to 04 October 2019) and World Mental Health Day (10 October 2019); and
 - publishing a cumulative Equality Impact Assessment to consider the potential impacts of *Transformation to 2021* savings proposals as a whole.

Conclusion

5.6. This report and its supporting appendices demonstrate that the County Council continued to perform well in the delivery of core public services during the first half of 2019/20. The organisation also continues to make good progress to advance inclusion, diversity and wellbeing, supporting its overarching equality objectives.

6. Recommendations

6.1. It is recommended that Cabinet notes:

- c) the County Council's performance for the first half of 2019/20;
- d) progress to advance inclusion and diversity.

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

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:

1. Equality Duty

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

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

1.2. **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.

2. Impact on Crime and Disorder:

2.1. The *Serving Hampshire* Plan supports reduced crime and disorder through priority 2 – *People in Hampshire live safe, healthy and independent lives.*

3. Climate Change:

3.1. Priority 3 within the *Serving Hampshire* Plan states that *People in Hampshire enjoy a rich and diverse environment.* This will be achieved by conserving and using natural resources efficiently, protecting and improving Hampshire's environment and quality of life, and maintaining the unique character of the county.

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 mid-year 2019/20.

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	June 2019 – Hampshire was judged as <i>Outstanding</i> across all areas. Hampshire is one of only two authorities to have received this judgement across the board
Inspection of children's homes	Residential care homes inspection	External – Ofsted	Seven of the Children's Homes operated by the County Council have been inspected this year (2019/20) including the County Council's Secure Children's Home and Respite Unit. Of these, three <i>Require Improvement to be Good</i> and actions are being taken to achieve this. Five homes are currently rated <i>Outstanding</i> . One home is awaiting inspection
School Inspections	Inspections of schools	External – Ofsted	Ongoing - as at the end of September 2019, 92% of schools were judged to be <i>Good</i> or <i>Outstanding</i> by Ofsted
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 2018-19 draft self-assessment is complete, and will be amended ahead of the Ofsted conversation due to take place in March 2020
Inspection of Hampshire youth offending services	YOT inspection	Her Majesty's Inspectorate of Probation	Overall <i>Good</i> 2018 https://www.justiceinspectorates.gov.uk/hmipr-obation/media/pressreleases/2018/09/hampshireyos
Restorative Justice Council's Restorative Services Quality Mark	Youth Offending Team	External – Restorative Justice Council	Restorative Services Quality Mark awarded (April 2016) and still applies
Adults' Health and Care			

Assessment title	Area	External/internal	Latest judgement
Adult Social Care Services Inspection	Inspection of in house provided residential and nursing homes	External – Care Quality Commission	23 in-house care providers are rated <i>Good</i> (including the four Community Response Teams that deliver reablement to clients at home), and one is rated <i>Outstanding</i>
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 were awarded Platinum accreditation with the Gold Standards Framework: <ul style="list-style-type: none"> • Emsworth House • Fleming House • Malmesbury Lawn • Westholme
Economy, Transport and Environment			
Accreditation to ISO9001:2015 – Quality Management	Economy, Transport & Environment (ETE) Department – whole department	External – British Standards Institute (BSI)	Assessed every May and November. Last visit (May 2019) resulted in accreditation being successfully maintained
Culture, Communities and Business Services			
UKAS Accreditation	Hampshire Scientific and Asbestos Management services following an annual assessment	External – UKAS (UK Accreditation Service)	UKAS provide accreditation that Hampshire's scientific testing and inspection activities are conducted to the standard set out in ISO 17020 and 17025. UKAS audit Hampshire Scientific Service annually for compliance and the last assessment was in July 2018 - accreditation was maintained
Adventure Activities Licensing Services (AALS) Inspection	Hampshire Outdoor Centres	External – Adventure Activities Licensing Authority	Calshot Activities Centre: Validation expires July 2021 Hampshire and Cass Foundation Mountain Centre: Validation expires June 2020

Assessment title	Area	External/internal	Latest judgement
Learning Outside the Classroom (LOtC)	Hampshire Outdoor Centres	External - Council for Learning Outside the Classroom (CLOtC)	Calshot Activities Centre: Validation expires June 2021 Runway's End Outdoor Centre: Validation expires February 2021 Tile Barn Outdoor Centre: Validation expires May 2020
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 May 2020
National Indoor Climbing Award Scheme (NICAS)	Hampshire Outdoor Centres	External - ABC Training Trust	Calshot Activities Centre: Validation expires at the end of May 2020
Royal Yachting Association (RYA) Recognised Training Centre	Hampshire Outdoor Centres	External - Royal Yachting Association (RYA)	Calshot Activities Centre – Recognised Training Centre – expires January 2020
Royal Yachting Association (RYA) Sailability accreditation	Hampshire Outdoor Centres	External - Royal Yachting Association (RYA)	Calshot Activities Centre – Recognised Training Centre – expires December 2019 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 – Quality mark – expires December 2019
Green Flag Awards	Outdoor accreditation for a variety of areas	External - Keep Britain Tidy	The award was maintained for all five country parks in 2019. Awards are received on a staggered basis
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

Assessment title	Area	External/internal	Latest judgement
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
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
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
General Register Office (GRO) – Stock and Security Audit	Registration – provides assurance to the GRO Compliance and Performance Unit	External - General Register Office	Latest report to GRO was November 2016 and a <i>High</i> rating was received. Next assessment due November 2019 (3-year cycle for those with a high rating)
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	Accreditation has been maintained, with the last update in December 2018.
Food Hygiene Rating Scheme	HC3S	External – Allergy UK	EII Restaurant and Coffee Shop was accredited by Allergy UK for their Allergy Aware Scheme in July 2018 (https://www.allergyuk.org/get-help/eating-out) Secondary Schools and Country Parks have been accredited for allergy awareness by Food Service Allergy Management Ltd during 2018 Review due 25 October 2019

Assessment title	Area	External/internal	Latest judgement
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. For the 2018/19 academic year there were 338 HKA's completed
Food for Life Served Here	HC3S	External - Soil Association	Bronze accreditation achieved in April 2019 having been assessed against their criteria as providing freshly made, locally sourced food
Eat Out Eat Well	HC3S	Trading Standards, Environmental Health and others by Public Health	Awarded to Titchfield Haven Nature Reserve and EII Restaurant and Coffee Shop in 2018/19
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	Status maintained. Latest external surveillance audit undertaken on 24 September 2018. Due for full external reassessment in November 2019 (reported to Regulatory Delivery at the Department for Business, Energy & Industrial Strategy)
Institute of Road Transport Engineers (IRTE) Workshop Accreditation	Hampshire Transport Management	External - Freight Transport Association	HTM have an external accreditation and audit by the FTA every 3 years for the workshop to be IRTE Workshop accredited. All 5 workshops were audited and passed in February 2018. The duration is 3 years and is due again in February 2021.
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 3 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
Corporate Services			
2019 National Inclusion Standard	Corporate	External – Inclusive Employers	<i>Bronze</i> <i>Bronze</i> in September 2019 Standard
Accreditation to ISO20000 Service Management and ISO27001 Information Security for IT services	IT services.	External - British Standards Institute (BSI)	Audited on compliance in July 2019, with certificate of compliance reissued in August 2019 to run until August 2020
Public Sector Internal Audit Standards	Audit services	External - Institute of Internal Auditors	Awarded for 2015-2020
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

Assessment title	Area	External/internal	Latest judgement
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: 2019/20 half year key performance achievements

Serving Hampshire priority	Achievement
<p>Outcome one: Hampshire maintains strong and sustainable economic growth and prosperity</p>	<p>In May 2019, work started on a £45m maintenance, repair and overhaul facility for the jet manufacturer Gulfstream, in Farnborough. The 200,000 sq ft state of the art facility is due for completion in June 2020 and will create up to 600 new jobs. The County Council's Economic Development function has worked with the Enterprise M3 Local Enterprise Partnership, Farnborough Airport and Rushmoor Borough Council to deliver a package of measures to support the company's relocation.</p>
	<p>£13m funding was secured by the County Council from the Enterprise M3 Local Enterprise Partnership for the Brighton Hill improvement scheme in Basingstoke. The investment totals £20 million, which will involve improvements to roads and roundabouts in the area.</p>
	<p>The County Council signed up to the <i>Positive Parking Agenda</i> - a national initiative between local authorities and the British Parking Association, which works to promote best practice in the parking sector</p>

Serving Hampshire priority	Achievement
	<p>Good progress was made to prepare the county for the UK's planned departure from the European Union. This has included:</p> <ul style="list-style-type: none"> • working with the Hampshire and Isle of Wight Local Resilience Forum (LRF) to develop plans to identify and prepare sites for Heavy Goods Vehicles to wait in a safe and managed way; • undertaking a survey to understand Voluntary and Community Sector organisations' concerns regarding EU Exit, and what support is required; • launching dedicated webpages signposting information, advice and guidance as part of a wider communications and engagement strategy; and • supporting local chambers of commerce to secure funding from the Government's Business Readiness Fund, which is being used to deliver bespoke events on trade (export and import) and support to Small and Medium Sized Enterprises.
<p>Outcome two: people in Hampshire live safe, healthy and independent lives</p>	<p>Ofsted rated the County Council's Children's Services as Outstanding in all areas. The County Council is one of only two authorities to have received this judgement across the board</p> <p>More than 98% of Hampshire families (not including Portsmouth and Southampton) applying for school places for Year R and Year 3 were successful in obtaining one of their top three choices for September 2019, consistent with 2018's performance of 99%</p>

Serving Hampshire priority	Achievement
	<p>At the end of Key Stage 2 (Year 6, age 11) 68% per cent of Hampshire's primary school children met the required standards for reading, writing and mathematics, compared with 65% nationally.</p> <p>As well as the overall score, the percentage of Hampshire children who achieved the expected level in individual subjects was higher than the national average:</p> <ul style="list-style-type: none"> • reading: 76% versus 73% nationally; • writing: 81% versus 78% nationally; and • mathematics: 80% compared with 79 per cent nationally
	<p>A-level, vocational and technical results showed improvement when compared with the previous year, with the average A-level grade moving up to a B minus from a C plus in 2018. Point scores (translating to UCAS points) across all types of qualification have also improved to an average of:</p> <ul style="list-style-type: none"> • 35.5 at A-level (up from 33.4 in 2018); • 29.9 for technical qualifications (compared with 28.2 the previous year); and • 39.6 for vocational qualifications (against 27.8 last year)
	<p>Hampshire's secondary schools reported that 69% of pupils taking their GCSE exams achieved a pass at grade 4 in English and mathematics, compared to 67% last year. The 'attainment 8' outcome, which measures the results across the wider curriculum, has also improved from a score of 47.2 in 2018 to 47.6 in 2019.</p>
	<p>Children in Hampshire read over 174,000 books over the summer period as part of this year's Summer Reading Challenge – 73,500 more than in 2018.</p>

Serving Hampshire priority	Achievement
	<p>The Hampshire Safeguarding Children Board and NHS West Hampshire Clinical Commissioning Group were recognised at national level for the ICON initiative, being awarded <i>Regional Winner for Excellence</i> in Primary Care in the NHS Parliamentary Awards.</p>
	<p>The ICON Preventative Programme supports parents and carers to cope with a crying baby, reducing the risk of Abusive Head Trauma. ICON involves midwives, health visitors, GP's and other professionals, who work with families, from a range of different organisations.</p>
	<p>The County Council's Catering Service, HC3S, celebrated three decades of preparing nutritious, award-winning meals to thousands of school children in the county and beyond.</p> <p>Awards received by HC3S in 2019 to date include:</p> <ul style="list-style-type: none"> • the <i>Food for Life Served Here</i> (Bronze) Award from the Soil Association; • the Hyperactive Children's Support Group's (HACSG) highest award for excellence; and • the Good Egg, Good Chicken and Good Pig awards from Compassion in World Farming.
	<p>The County Council successfully increased the number of people receiving support for substance misuse, with 999 people accessing the Hampshire Substance Misuse Treatment Service in 2019 compared to 744 in 2016 (a 34% increase – the highest growth across the South East)</p>

Serving Hampshire priority	Achievement
	<p>The Carers' Support and Dementia Advisor Service, provided by Andover Mind, launched across the county on 1 September 2019. This Hampshire-wide service was commissioned jointly by the County Council, NHS Hampshire Clinical Commissioning Group (CCG) and the Hampshire and Isle of Wight Partnership of CCGs to provide support and advice to people aged 18 and over who care for another adult, as well as people living with dementia.</p>
<p>Outcome three: People in Hampshire enjoy a rich and diverse environment</p>	<p>126,335 volunteer hours in CCBS services were provided in the first half of 2019/20. This puts the County Council on track to improve on the 225,000 hours of volunteering provided in 2018/19.</p>
	<p>The Hampshire 2050 Commission concluded its inquiry into the key issues that are likely to shape Hampshire over the next 31 years. The Commission's final report set out a vision for Hampshire's future that addresses the challenges of climate change, whilst taking advantage of opportunities. The report and recommendations were endorsed by the County Council in September 2019.</p>
	<p>CO₂ emissions continued to fall, down to 67,889 tonnes in 2018/19 (the most recent data). This is a decline from 78,685 tonnes in 2017/18 and exceeds the 2025 target of 79,080 tonnes.</p>
	<p>The County Council announced £370,000 to provide 136 new charging points for electric vehicles, following a 55% increase in electric vehicle registrations in 2018. This is just one aspect of the County Council's programme of work to address the Climate Change emergency and support carbon neutrality</p>

Serving Hampshire priority	Achievement
	<p>Property Services completed improvements to key sites across the county, including:</p> <ul style="list-style-type: none"> • Extension projects at 28 school sites, with a total value of £11.5m • Accommodation for people with complex learning disabilities at Sonnet Court in Eastleigh • children’s facilities, a registration office and ceremony room at Aldershot Library • Beechwood Kitchen Café and visitor centre at Queen Elizabeth County Park • Refurbishment of Winchester’s Theatre Royal <p>A virtual tour of the Royal Victoria Hospital was introduced at the County Council’s Royal Victoria Country Park enabling people to experience the Hospital online, as well as through Virtual Reality headsets, which can be used for free within the chapel</p> <p>The County Council’s Country Parks were awarded the <i>Green Flag</i> status for 2019. Lepe, River Hamble, Queen Elizabeth and Royal Victoria country parks have the highest possible environmental standards. Royal Victoria Country Park also received the Green Heritage Site Accreditation for the management of its historic features.</p>
<p>Outcome four: people in Hampshire enjoy being part of strong, inclusive communities</p>	<p>The Hampshire Domestic Abuse Service launched on 4 June 2019, providing crisis accommodation and community-based support to break the cycle of abuse for families across Hampshire</p>

Serving Hampshire priority	Achievement
	<p>The County Council supported a range of events to commemorate the 75th anniversary of D-Day across the county. These included the <i>Lepe into History</i> Festival in June and a concert in Gosport bringing together 90 Junior School children and students from the Hampshire Music Service.</p>
	<p>The County Council secured the 15th July as a designated <i>Hampshire Day</i>, providing an annual opportunity for people across the county to share in celebrating Hampshire's history, its traditions, and the diverse culture of Hampshire communities.</p> <p>As part of the national campaign to celebrate historic counties of England, the Lord-Lieutenant of Hampshire, together with Hampshire local authorities and other organisations supported the design and registration of a county flag earlier this year. The flag is not owned by any one organisation but signifies the whole of Hampshire.</p>
	<p>Independent evaluation by Solent University in 2019 showed that vulnerable families have benefitted from the County Council's Supporting Families programme. The external assessment confirmed that co-ordinated ways of working between agencies was positively transforming the way support is being delivered. In addition, between 2015-19, the help given to families translated into savings, or costs avoided, of £27million.</p>
	<p>The County Council signed up to the Mental Health Prevention Concordat, which was officially launched at an event for World Mental Health Day on 10th October. The Concordat involves a pledge to work with partners to collectively develop an approach to improve wellbeing and prevent mental ill health across the county.</p>

Serving Hampshire priority	Achievement
	<p>A new video explaining the steps that Armed Forces parents and carers need to take to secure a school place for their child was developed and launched by the County Council, helping to remove disadvantage for Service families.</p> <p>Furthermore, during the first half of 2019/20, organisations were supported to secure £62,998 grant funding for projects to support the Armed Forces Community.</p>
<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>Customer satisfaction within the County Council for the IBC averaged 85% satisfied and 78% highly satisfied in Q2 of 2019/20, delivering its customer feedback target.</p> <p>County Supplies were awarded a new framework for Office Stationery, achieving savings on average of 2.4% and reducing costs to County Council services</p> <p>The County Council retained the <i>Bronze</i> Inclusion Standard for the second year following an external assessment by Inclusive Employers. Of the 20 organisations that participated in the 2019 Standard, the County Council ranked third and top of the <i>Bronze</i> category.</p>

HAMPSHIRE COUNTY COUNCIL

Report

Committee/Panel:	Policy & Resources Select Committee
Date:	17 th January 2020
Title:	Annual IT Update
Report From:	Director of Corporate Resources

Contact name: Simon Williams, Head of IT

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Recommendation

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

Contextual information

2. As well as underpinning day-today business operations, IT activity has focussed on leading major transformational programmes of the County Council including Hantsnet Modern, SharePoint/Office 365, and Enabling Productivity, as well as supporting the stabilisation of the 3 new partners to the Shared Services partnership, and delivering numerous projects to support Transformation to 2019 and 2021 across the organisation.
3. IT Services successfully delivered a Tt2019 savings target of £3.5m by March 2019.
4. IT Services has a Tt2021 savings target of £2.19m and has a portfolio of projects to deliver these savings. Approximately £1m of savings have already been achieved.
5. IT and Data Security remains a key focus and IT has achieved recertification against appropriate national and international standards.

IT Finances

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

	18/19 actuals	Original 2019/20 budget	Proposed Budget 2020/21
	£000	£000	£000
Net Expenditure = Cash Limit	36,696	20,460	24,316

7. The high level of actuals in 18/19 was the result of IT Projects funded from outside of the IT cash-limit. Planned additional funding was used to balance the budget at year end 18/19 as follows;

- Corporate Support for Digital 2.0 & other enabling infrastructure: £1,829k
- Corporate Support for EPP: £3,132k
- Corporate Support for Business T19 projects: £7,759k
- Partners Development Fund: £662k
- IT Reserves: £1,860k

8. The variance between the original 2019/20 budget and the proposed budget for 2020/21 is caused by growth including;

- Funding set aside for IT to cover the ongoing costs of support new devices and services rolled out by Enabling Productivity, Digital 1/2 and other T19 enabling programmes: £2,303k
- Inflationary growth (mostly staff budgets): 20/21 was £896k
- Department funding for growth of centralised services: 20/21 was £179k
- Reserve changes: 20/21 was £560k

IT Performance Metrics

9. 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:

10. The 2019/20 staffing budget includes 373 permanent FTEs. IT also has 110 active contractors on its books and employs a further 28 fixed-term contracts at the time of writing.

11. The IT Service Desk is receiving around 9,000 incidents and 2,000 service requests per month, with around 36% being raised via self-service. Around 60% of incidents are resolved at the first point of contact by the Service Desk. When contacting the Service Desk by phone, users have an average wait time of 83 seconds.
12. Overall IT customer satisfaction levels are monitored through a regular automated and randomised electronic survey on a quarterly basis. Satisfaction levels for the majority of corporate IT systems remains high with all services receiving a rating of over 3 on a scale of 0–5,
13. 91.8% of all incidents are resolved within Service Level Targets.
14. The number of large projects in which IT are engaged has increased with over 70 projects in delivery and a further 84 in mobilisation (detailed planning) at the end of 2019.
15. 36 large projects have been completed in 2019. Over 220 additional projects have been stopped during planning, demonstrating that rigorous checks are in place.
16. In the last year, 77% of projects delivered and rated by the customer have been rated as 'Good' or 'Excellent'.

Main IT activities over the last 12 months

17. IT initiatives from the last 12 months are too numerous to list in detail. However, the following are listed by way of examples:
 - The Modern Desktop project is currently rolling out Hantsnet Modern to replace the legacy Hantsnet Desktop. The project will complete in January 2020.
 - Completion of the Enabling Productivity Programme which delivered a refreshed device estate to Hampshire Staff, including;
 - 5,700 Hybrid/Laptop Devices
 - 3,800 Docking Stations
 - 3,300 Fixed Devices
 - 7,200 Monitors
 - New meeting room technology rolled out to 86 meeting rooms.
 - Completed the implementation of SharePoint online as our new Electronic Document and Records Management System (EDRMS) and subsequent stabilisation project.

- Through our HPSN 2.1 programme in partnership with our external internet provider (VMB), we have been delivering increased bandwidth across our corporate sites, as well as into the 90%+ of schools across Hampshire that take the service. The service has also been implementing replacement web filtering systems for our primary school and secondary school customers.
- Creation of a Predictive Analytics Digital Platform (Microsoft Azure Analytics) to enable departmental access to a data lake, data modelling, reporting and visualisation (PowerBI) dashboards going forward.
- The Department IT T19 programmes have delivered numerous projects supporting the delivery of T19 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)
 - 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

18. 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 will include:
- Executing projects on the delivery plan in support of departmental Transformation to 2019 and Transformation to 2021 initiatives
 - Working towards the delivery of savings within IT to achieve Transformation to 2021
 - Completing the new Hantsnet Modern rollout.
 - Delivery of the Telephony Replacement project to replace the Avaya fixed telephony service, which will be out of support in the Autumn of 2020. The Telephony Replacement project will build on the migration to Office 365 by using Microsoft Teams (previously known as Skype) as the corporate telephony solution. This will enable:
 - Instant messaging, voice & video calling
 - Online meetings, screen sharing & presenting
 - Web Casting to large groups
 - Phone calls (for users that do not already have a HCC provided smartphone)
 - Host conference calls with phone in capability

- The project will also replace HCC's telephony solution for the main contact centres and provide advanced contact centre capabilities
- Delivery of the Digital Landscape Renewal, to include;
 - A review of Digital environments and ensure they are fit for future developments and expansion.
 - A re-procurement of digital platform licenses and carry out upgrades where required.
 - An Upgrade to the latest version of the web content management platform (Sitecore).
 - A review of the licencing model for the Digital identity and access solution (Forgerock).
- Implementation of the Legacy Data Management project to archive, eliminate or migrate all collateral (including databases and documents) on all internally hosted shared drives.
- Upgrade of the Swift social care system to maintain a supportable and compliant platform until this is replaced.
- Supporting the implementation of the new social care systems for Children's Services and Adult Health & Care.

Transformation to 2021

19. During 2019, IT have continued to support the organisation with its Transformation to 2021 initiatives whilst delivering its own savings.
20. IT has been set a target of £2.19m for Transformation to 2021 savings.
21. IT plan to achieve this target by;
 - Implementing operational efficiencies and removing surplus posts
 - Review commercial contracts and management of licenses through a new Software Asset Management (SAM) tool for further savings through rationalisation and improved governance and good practice
 - 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

Consultation and Equalities

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

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	
<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	

IMPACT ASSESSMENTS:

1. Equality Duty

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

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

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

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

1.2. Equalities Impact Assessment:

See guidance at <http://intranet.hants.gov.uk/equality/equality-assessments.htm>

*Inset 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*
- (b) will give details of the identified impacts and potential mitigating actions.*

2. Impact on Crime and Disorder:

3. Climate Change:

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

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

Not Applicable – This is an update report.

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HAMPSHIRE COUNTY COUNCIL

Report

Committee:	Policy and Resources Select Committee
Date:	17 January 2020
Title:	Work Programme
Report From:	Director of Transformation and Governance – Corporate Services

Contact name: Louise Pickford, Democratic and Members Services

Tel: 01962 847355

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. It is recommended that the Committee considers the forthcoming work programme, suggests any items for inclusion and agree amendments accordingly.

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

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:

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	17 Jan 2020	5 March 2020	25 June 2020	17 Sept 2020
Pre-scrutiny	Revenue and Capital Budget	To pre-scrutinise the budget proposals for the Policy & Resources portfolio, prior to approval by the Executive Member.	Budget considered annually in January. (in recent years this committee has also received the budget setting item at the January meeting for additional context) In 2019 due to also scrutinise Transformation to 2021 savings proposals at Sept 2019 meeting.	✓			
Overview Items	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 2018, next update expected summer 2019. Mid-year update due Jan 2020.	✓			

Topic	Issue	Reason for inclusion	Status and Outcomes	17 Jan 2020	5 March 2020	25 June 2020	17 Sept 2020
Overview Items	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 2019, next update due Jan 2020.	✓			
	Budget Monitoring	<p>(a) Final Accounts considered at summer meeting, to see how the budget was managed for the year compared to plan.</p> <p>(b) Medium Term Financial Strategy – considered when appropriate to provide longer term financial context.</p> <p>(c) Planning for the 2019/20 budget gap</p>	<p>(a) Last considered June 2019</p> <p>(b) MTFS last considered June 2018.</p> <p>(c) ‘transformation to 2019’ update last received April 2018.</p>				

Topic	Issue	Reason for inclusion	Status and Outcomes	17 Jan 2020	5 March 2020	25 June 2020	17 Sept 2020
	Local Enterprise Partnerships	Requested by Chairman summer 2018	Introductory presentation Nov 2018, to retain for further scrutiny. To invite chief executive and chairman of both LEPs to March 2019 meeting. Update in Nov 2019. This item is deferred to a future meeting				
	Hampshire 2050 Commission	Requested by Chairman Spring 2018.	Update received June 2019. Retain for March 2020 mtg.		✓		
Crime & Disorder	Duty to review, scrutinise, and report on the decisions made, and actions taken by 'responsible authorities' under the Crime and Disorder Act.	This duty passed from the Safe & Healthy People Select Committee to this committee in May 2014	Introductory item on crime and disorder received at Oct 2014 meeting. Update on crime & disorder work (domestic abuse focus) received at Nov 2015 meeting. Update (with Prevent focus) Nov 2016 and short introduction from PCC. Supporting Troubled Families focus Nov 2017. Child Exploitation focus Nov 2018. Serious Violence Fund Nov 2019. Request update on work of county strategy group (annual update due Nov 2020)				

Topic	Issue	Reason for inclusion	Status and Outcomes	17 Jan 2020	5 March 2020	25 June 2020	17 Sept 2020
Collation of Annual Report of Select Committee activity	To support oversight of the scrutiny function, and the role of this committee to ensure scrutiny activity is having impact and being evaluated.	The constitution requires that this committee report to full Council annually providing a summary of the activity of the select committees	In recent years this has been prepared by financial year. Report for 18/19 approved at June meeting, submitted to July 2019 Council				

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