

# EXTRAORDINARY COUNCIL MEETING

Monday, 11th October, 2021  
at 4.00 pm

Guildhall, Southampton

## **This meeting is open to the public**

### **Members of the Council**

The Mayor – Chair

The Sheriff – Vice-chair

Leader of the Council

Members of the Council (See overleaf)

### **Contacts**

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<b>WARD</b>	<b>COUNCILLOR</b>	<b>WARD</b>	<b>COUNCILLOR</b>
<b>Bargate</b>	Bogle Noon Dr Paffey	<b>Millbrook</b>	Moulton G Galton S Galton
<b>Bassett</b>	Hannides B Harris L Harris	<b>Peartree</b>	Houghton J Payne Bell
<b>Bevois</b>	Rayment Denness Kataria	<b>Portswood</b>	Cooper Mitchell Savage
<b>Bitterne</b>	Magee Prior Streets	<b>Redbridge</b>	Guest McEwing Spicer
<b>Bitterne Park</b>	Fuller Harwood White	<b>Shirley</b>	Chaloner Coombs Kaur
<b>Coxford</b>	D Galton Professor Margetts Renyard	<b>Sholing</b>	J Baillie Guthrie Vaughan
<b>Freemantle</b>	Leggett Shields Windle	<b>Swaythling</b>	Vassiliou Bunday Fielker
<b>Harefield</b>	P Baillie Fitzhenry Laurent	<b>Woolston</b>	Stead Hammond W Payne

## **PUBLIC INFORMATION**

### **Role of the Council**

The Council comprises all 48 Councillors. The Council normally meets six times a year including the annual meeting, at which the Mayor and the Council Leader are elected and committees and sub-committees are appointed, and the budget meeting, at which the Council Tax is set for the following year.

The Council approves the policy framework, which is a series of plans and strategies recommended by the Executive, which set out the key policies and programmes for the main services provided by the Council. It receives a summary report of decisions made by the Executive, and reports on specific issues raised by the Overview and Scrutiny Management Committee. The Council also considers questions and motions submitted by Council Members on matters for which the Council has a responsibility or which affect the City.

## **PUBLIC INVOLVEMENT**

**Questions:-** People who live or work in the City may ask questions of the Mayor, Chairs of Committees and Members of the Executive. (See the Council's Constitution ref Part 4 Council Procedure Rules 10.8)

**Petitions:-** At a meeting of the Council any Member or member of the public may present a petition which is submitted in accordance with the Council's scheme for handling petitions. Petitions containing more than 1,500 signatures (qualifying) will be debated at a Council meeting. (See the Council's Constitution ref Part 4 Council Procedure Rules 10.1)

**Representations:-** At the discretion of the Mayor, members of the public may address the Council on any report included on the agenda in which they have a relevant interest. Any member of the public wishing to address the meeting should advise the Democratic Support Officer (DSO) whose contact details are on the front sheet of the agenda.

**Deputations:-** A deputation of up to three people can apply to address the Council. A deputation may include the presentation of a petition. (See the Council's Constitution ref Part 4 Council Procedure Rules 10.7)

## **MEETING INFORMATION**

**Use of Social Media:-** The Council supports the video or audio recording of meetings open to the public, for either live or subsequent broadcast. However, if, in the Chair's opinion, a person filming or recording a meeting or taking photographs is interrupting proceedings or causing a disturbance, under the Council's Standing Orders the person can be ordered to stop their activity, or to leave the meeting. By entering the meeting room you are consenting to being recorded and to the use of those images and recordings for broadcasting and or/training purposes. The meeting may be recorded by the press or members of the public.

Any person or organisation filming, recording or broadcasting any meeting of the Council is responsible for any claims or other liability resulting from them doing so.

Details of the Council's Guidance on the recording of meetings is available on the Council's website.

**Mobile Telephones** – Please switch your mobile telephones to silent whilst in the meeting.

Southampton: Corporate Plan 2020-2025 sets out the four key outcomes:

- Communities, culture & homes - Celebrating the diversity of cultures within Southampton; enhancing our cultural and historical offer and using these to help transform our communities.
- Green City - Providing a sustainable, clean, healthy and safe environment for everyone. Nurturing green spaces and embracing our waterfront.
- Place shaping - Delivering a city for future generations. Using data, insight and vision to meet the current and future needs of the city.
- Wellbeing - Start well, live well, age well, die well; working with other partners and other services to make sure that customers get the right help at the right time

**Access** – Access is available for disabled people. Please contact the Council Administrator who will help to make any necessary arrangements

**Smoking policy** – The Council operates a no-smoking policy in all civic buildings

**Fire Procedure** – In the event of a fire or other emergency, a continuous alarm will sound and you will be advised by Council officers what action to take.

Proposed dates of meetings	
2021	2022
21 July	23 February (Budget)
15 September	16 March
17 November	18 May (AGM)

### **CONDUCT OF MEETING**

#### **FUNCTIONS OF THE COUNCIL**

The functions of the Council are set out in Article 4 of Part 2 of the Constitution

#### **RULES OF PROCEDURE**

The meeting is governed by the Council Procedure Rules as set out in Part 4 of the Constitution.

#### **BUSINESS TO BE DISCUSSED**

Only those items listed on the attached agenda may be considered at this meeting.

#### **QUORUM**

The minimum number of appointed Members required to be in attendance to hold the meeting is 16.

### **DISCLOSURE OF INTERESTS**

Members are required to disclose, in accordance with the Members' Code of Conduct, **both** the existence **and** nature of any "Disclosable Pecuniary Interest" or "Other Interest" they may have in relation to matters for consideration on this Agenda.

#### **DISCLOSABLE PECUNIARY INTERESTS**

A Member must regard himself or herself as having a Disclosable Pecuniary Interest in any matter that they or their spouse, partner, a person they are living with as husband or wife, or a person with whom they are living as if they were a civil partner in relation to:

- (i) Any employment, office, trade, profession or vocation carried on for profit or gain.
- (ii) Sponsorship: Any payment or provision of any other financial benefit (other than from Southampton City Council) made or provided within the relevant period in respect of any expense incurred by you in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
- (iii) Any contract which is made between you / your spouse etc (or a body in which the you / your spouse etc has a beneficial interest) and Southampton City Council under which goods or services are to be provided or works are to be executed, and which has not been fully discharged.
- (iv) Any beneficial interest in land which is within the area of Southampton.
- (v) Any license (held alone or jointly with others) to occupy land in the area of Southampton for a month or longer.
- (vi) Any tenancy where (to your knowledge) the landlord is Southampton City Council and the tenant is a body in which you / your spouse etc has a beneficial interests.
- (vii) Any beneficial interest in securities of a body where that body (to your knowledge) has a place of business or land in the area of Southampton, and either:
  - a) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body, or
  - b) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you / your spouse etc has a beneficial interest that exceeds one hundredth of the total issued share capital of that class.

### **Other Interests**

A Member must regard himself or herself as having an, 'Other Interest' in any membership of, or occupation of a position of general control or management in:

Any body to which they have been appointed or nominated by Southampton City Council

Any public authority or body exercising functions of a public nature

Any body directed to charitable purposes

Any body whose principal purpose includes the influence of public opinion or policy

### **Principles of Decision Making**

All decisions of the Council will be made in accordance with the following principles:-

- proportionality (i.e. the action must be proportionate to the desired outcome);
- due consultation and the taking of professional advice from officers;
- respect for human rights;
- a presumption in favour of openness, accountability and transparency;
- setting out what options have been considered;
- setting out reasons for the decision; and
- clarity of aims and desired outcomes.

In exercising discretion, the decision maker must:

- understand the law that regulates the decision making power and gives effect to it. The decision-maker must direct itself properly in law;
- take into account all relevant matters (those matters which the law requires the authority as a matter of legal obligation to take into account);
- leave out of account irrelevant considerations;
- act for a proper purpose, exercising its powers for the public good;
- not reach a decision which no authority acting reasonably could reach, (also known as the "rationality" or "taking leave of your senses" principle);
- comply with the rule that local government finance is to be conducted on an annual basis. Save to the extent authorised by Parliament, 'live now, pay later' and forward funding are unlawful; and
- act with procedural propriety in accordance with the rules of fairness.

Richard Ivory  
Service Director, Legal and Business Operations  
Civic Centre, Southampton, SO14 7LY

Friday, 1 October 2021

**TO: ALL MEMBERS OF THE SOUTHAMPTON CITY COUNCIL**

You are hereby summoned to attend a meeting of the COUNCIL to be held on MONDAY, 11TH OCTOBER, 2021 in the GUILDHALL, SOUTHAMPTON at 4:00pm when the following business is proposed to be transacted:-

**1 APOLOGIES**

To receive any apologies.

**2 MINUTES (Pages 1 - 16)**

To authorise the signing of the minutes of the Extraordinary and Council Meetings held on 21<sup>st</sup> July, 2021, attached.

**3 ANNOUNCEMENTS FROM THE MAYOR AND LEADER**

Matters especially brought forward by the Mayor and the Leader.

**4 DEPUTATIONS, PETITIONS AND PUBLIC QUESTIONS**

To receive any requests for Deputations, Presentation of Petitions or Public Questions.

**5 EXECUTIVE BUSINESS (Pages 17 - 24)**

Report of the Leader of the Council, attached.

**6 MOTIONS**

(a) Councillor Fielker, seconder Councillor Margetts

Social Care Reform

Council notes the 10% rise in National Insurance tax by this Conservative Government will affect the working poor in Southampton the most. This comes as food and energy prices increase and cuts are being made to Universal Credit. Southampton families don't deserve to be hit by this triple whammy.

Council further notes that the extra money raised by this hike in National Insurance will go mainly to the NHS and does little to support adults with disabilities, improve the pay of care workers, address the crisis of staff shortages or protect the savings and investments of people who need residential care. Small business owners will be disproportionately hit and local authority budgets will be expected to plug the gap between the care cap and actual cost.

This Council believes that reform of social care can only be fixed by a fairer taxation system and fair funding to local government.

Therefore, Council resolves to:

- Commit to not cutting services in other areas that local residents rely on, to fill a gap made by government's failure to effectively reform social care.
- Call on government to guarantee to meet the costs of the social care cap, while making the taxation system fairer to reduce inequality.
- Work with the LGA and others to lobby government to set out a programme which fundamentally reforms social care.

(b) Councillor Renyard, seconder Councillor Bunday

### Crime and Policing

Council expresses its concern at the level of crime and anti-social behaviour affecting our communities and the everyday lives of our residents who no longer feel safe in their homes and neighbourhoods.

Council condemns Government for being soft on crime and the causes of crime and regrets how austerity measures have put a strain on local policing, which has had a negative impact for Southampton people.

Council believes Southampton residents are not getting value for money on policing and deserve better, and we therefore call on Government and the newly elected Conservative Police and Crime Commissioner to:

- Ensure Southampton residents get their fair share of necessary funding and resources needed to tackle crime and anti-social behaviour on our streets.
- Provide policing levels that go higher than pre-2010 numbers, and therefore, not just replacing police officers lost by this Government's previous police cuts.
- Value neighbourhood policing and work more closely with Southampton City Council, to bring forward a plan for 'Police Hubs' across the entire city (starting with the one being proposed for Bitterne), so that policing can be brought closer to our local communities again.

## **7 QUESTIONS FROM MEMBERS TO THE CHAIRS OF COMMITTEES OR THE MAYOR**

To consider any question of which notice has been given under Council Procedure Rule 11.2.

## **8 APPOINTMENTS TO COMMITTEES, SUB-COMMITTEES AND OTHER BODIES**

To deal with any appointments to Committees, Sub-Committees or other bodies as required.

**9 LOCAL GOVERNMENT BOUNDARY COMMISSION ELECTORAL REVIEW**  
(Pages 25 - 70)

Report of the Leader of the Council setting out the Council's commitment to the delivery of a statutory Local Government Boundary Commission – Electoral Review.

**10 CIVIC HONOURS COMPETITION 2022: BID FOR LORD MAYORALTY STATUS**  
(Pages 71 - 80)

Report of the Leader of the Council, seeking Council approval to bid for Lord Mayoralty status as part of Her Majesty The Queen's Civic Honours Competition 2022 and Platinum Jubilee celebrations.

**11 COMMISSIONING HOUSING RELATED SUPPORT SERVICES FOR SINGLE ADULTS, YOUNG PEOPLE AND YOUNG PARENTS** □ (Pages 81 - 106)

Report of the Cabinet Member for Communities, Culture and Heritage seeking approval of recommendations for the future procurement of Housing Related Support for young people, young parents and single vulnerable adults.

**12 DOMESTIC VIOLENCE AND SEXUAL ABUSE RECOMMISSIONING OF SERVICES**  
(Pages 107 - 120)

Report of the Cabinet Member for Communities, Culture and Heritage detailing proposals for the recommissioning of Domestic Violence and Sexual Abuse services in Southampton.



Richard Ivory  
Service Director – Legal and Business Operations



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## SOUTHAMPTON CITY COUNCIL

### MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 21 JULY 2021

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#### Present:

The Mayor, Councillor Houghton  
The Sheriff, Councillor Rayment  
Councillors Magee, Guest, J Payne, Moulton, Vassiliou, D Galton, Denness,  
Stead, P Baillie, J Baillie, Bell, Bogle, Bunday, Coombs, Cooper, Fielker,  
Fitzhenry, Fuller, G Galton, S Galton, Guthrie, Hammond, Hannides,  
B Harris, L Harris, Harwood, Kataria, Kaur, Laurent, Leggett,  
Professor Margetts, McEwing, Mitchell, Noon, Dr Paffey, W Payne, Prior,  
Savage, Shields, Spicer, Streets, Vaughan, White and Windle

Absent due to Covid-19 self-isolation – Councillors Chaloner and Renyard.

#### 8. HONORARY ALDERMAN

##### RESOLVED unanimously:

That in pursuance of the provisions of Section 249(1) of the Local Government Act 1972, the office of Honorary Alderman be conferred on former Councillor Stephen Barnes-Andrews in recognition of his eminent service to the City and his name be recorded in the Roll of Honorary Aldermen.

#### 9. PRESENTATION OF PAST MAYOR'S BADGE

Council noted the presentation of the Past Mayor's Badge to Councillor Peter Baillie, Mayor for the Municipal Year 2019/20 and his consort Kim Baillie which had been delayed due to the Covid-19 Pandemic.

#### 10. PRESENTATION OF SHERIFF'S CONSORT BADGE FOR MUNICIPAL YEAR 2021/22

Council noted the presentation of the Sheriff's Consort Badge to Marcus Rayment for the Municipal Year 2021/22 which had been delayed due to the Covid-19 Pandemic.



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SOUTHAMPTON CITY COUNCIL

MINUTES OF THE COUNCIL MEETING HELD ON  
21 JULY 2021

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Present:

The Mayor, Councillor Houghton  
The Sheriff, Councillor Rayment  
Councillors Magee, Guest, J Payne, Moulton, Vassiliou, D Galton, Denness, Stead, P Baillie, J Baillie, Bell, Bogle, Bunday, Coombs, Cooper, Fielker, Fitzhenry, Fuller, G Galton, S Galton, Guthrie, Hammond, Hannides, B Harris (minutes 11 -13 and 18 -26), L Harris (minutes 11 - 13 and 18 - 26), Harwood, Kataria, Kaur, Laurent, Leggett, Professor Margetts, McEwing (minutes 11 - 13 and 18 - 20), Mitchell, Noon, Dr Paffey, W Payne, Prior, Savage, Shields, Spicer (minutes 11 - 13 and 18 - 26), Streets, Vaughan (minutes 11 - 13 and 18 - 26), White and Windle

Absent due to Covid-19 self-isolation – Councillors Chaloner and Renyard.

11. MINUTES

RESOLVED: that the minutes of the Council meeting held on 19<sup>th</sup> May 2021 be approved and signed as a correct record as amended to include the recording of Ex Councillor and Mayor Mrs Blatchford as being in the Chair for the start of the meeting and the vote of thanks that was made to her.

12. ANNOUNCEMENTS FROM THE MAYOR AND LEADER

(i) Filming

Members, today's meeting is being live streamed and will also be available for members of the public to view online after the meeting. For any member of the public filming I remind you that the right to film is limited to the duration of the meeting and recording must cease when I close the meeting.

Filming or recording is not permitted if the effect would be to interrupt or disturb the proceedings or if it is intrusive of a specific individual or individuals. If in my opinion this is occurring, it will not be permitted, and I will ask you to stop.

Similarly, some members of the public attending the meeting may object to being filmed, photographed or recorded and will expect that these wishes are complied with.

(ii) Meeting Protocol

Members, you have all been sent the revised Full Council Covid Meeting Protocol which has been updated in light of Step 4 out of lockdown which took place on Monday this week which you should abide by.

(iii) Change of Agenda Order for Today's Meeting

Councillors, following agreement from Group Leaders I will be changing the running order on the agenda today.

The running order will be the Petition, the ten decision reports followed by Executive Business, tabled Questions and Appointments.

To assist in identifying those Councillors who wish to speak given how spread out we are, there is a coloured piece of card on each table that can be used when raising your hand if that helps.

(iv) Announcement by the Leader

I'm sure many of you will be aware that John Harrison, the Council's Chief Financial Officer has been taken poorly and will not be at work for the foreseeable future. We all wish him a speedy recovery.

The Council needs to have a Chief Financial Officer in place at all times and as such Steve Harrison has been appointed under the urgency provisions in the Scheme of Delegation, with Keith Petty as his deputy for when Steve Harrison is off on leave over the Summer.

13. DEPUTATIONS, PETITIONS AND PUBLIC QUESTIONS

It was noted that no deputations or public questions had been received, however the following petition had been received which under the Council's Procedure Rules was a qualifying petition which must be debated at Council.

- (i) Stop Cancellation of Bedford Place Pedestrianisation Zone containing 1,596 signatures.

It was noted that there was no obligation for the Council to resolve anything at the conclusion of the debate and as such no resolution was passed.

NB: Councillor Hammond declared a pecuniary interest and left the meeting.

14. EXECUTIVE BUSINESS REPORT

The report of the Leader of the Council was submitted setting out the details of the business undertaken by the Executive.

The Leader and the Cabinet made statements and responded to questions.

The following questions were submitted in accordance with Council Procedure Rule 11.1:-

- 1. Parking

Question from Councillor Bogle to Councillor Moulton.

What evidence is there that free parking supports the local economy?

Answer

Price affects demand. This is fundamental economic principle. The Administration wants to do everything possible to support businesses and the jobs they support as we come out of the COVID pandemic. The hospitality and retail sectors are particularly vulnerable, and this policy is principally aimed at supporting them.

## 2. Sustainable Travel

Question from Councillor Bogle to Councillor Moulton.

What are the Cabinet Member's plans for encouraging sustainable travel options?

Answer

At the June 2021 Cabinet the administration committed to supporting the development of an Enhanced Bus Partnership, a commitment to supporting a step change in bus travel in the city.

SCC continues to support and deliver the Future Transport Zone programme working with the three other Solent Transport authorities. This includes innovative projects delivering sustainable freight solutions such as the Sustainable Distribution Centre as well as supporting businesses with last mile delivery solutions including e-Cargo bikes. It also includes developing improvements in integrated ticketing for public transport and links to the development of local mobility hubs that will provide communities with a range of mobility options including e-vehicles, bike hire, e-scooters and parcel collection points.

The E-scooter trial is continuing to expand across the city and work is underway to support further developments with the trial through to March 2022 in line with the Government's national trial extension.

SCC continues to support and deliver travel planning for schools and workplaces along with supporting measures under the banner of My Journey. This is further supported by the continuation of the Council's School Streets programme. The ETRO for existing School Streets is being extended and work is underway with participating schools to consider permanent options.

A raft of community led solutions are being developed including ongoing work to improve the accessibility and safety of residential streets through the established Active Travel Zones, which will be expanded with additional focus on delivery of 20mph zones, where there is strong community backing.

Alongside a full review of the Transforming Cities Fund Programme, projects are being implemented such as the improvements on The Avenue and a number of TRO consultations now underway where we seek community feedback to inform final proposals.

Resources have been committed to develop a new plan for a mass transit solution for the city, working with our partners Solent Transport, Network Rail and the Train Operating Companies.

### 3. Transforming Cities

Question from Councillor Bogle to Councillor Moulton.

How much of the £57m Transforming Cities Fund allocation is under review?

Answer

The complete Integrated Transport and Highways capital programmes, which includes the SCC proportion of the Transporting Cities Fund Dft grant (£39m) is under review.

Note – HCC is a partner in the TCF bid and £18m of the £57m total award is allocated directly to HCC who have responsibility for decision making and delivery of the TCF schemes within the Hampshire highway authority area.

### 4. Speed Limits

Question from Councillor Bunday to Councillor Moulton.

Can the Cabinet Member clarify the process for decision-making regarding the introduction of 20mph speed limits?

Answer

The Council will engage with local communities about measures that can support safer residential streets for all. This is successfully being delivered at present as part of the Active Travel Zones at St Denys, St Mark's and with new areas being supported with additional resource as set out in the July mini-Budget, which will be supplemented where possible with external grant.

We will be developing a process in the coming months that will support new requests and aim to be reactive and agile to proposals where the community can demonstrate strong support. This new guidance will use best practice such as the processes set out in the consideration of Resident Parking Schemes and as with any TRO, we will engage with our statutory consultees such as the Police.

## 5. Green City

Question from Councillor Mitchell to Councillor S Galton.

Is the new Administration still committed to Southampton's Green City Charter and its aims?

Answer

The Green City Charter, in my opinion, was a really big missed opportunity when the previous Labour administration reneged on its commitment to fully consult and engage with all interested parties and ploughed on with its own agenda. I have some serious concern over elements within it and like other inherited policies will be fully reviewing the best way to get the outcomes our City needs.

## 6. Pollution

Question from Councillor Mitchell to Councillor S Galton.

Is the new Administration still committed to reducing pollution and if so, what are their plans for this?

Answer

We are fully committed to a greener, healthier City; as our mini budget demonstrates. One of the biggest and best ways to reduce pollution immediately has been to review and reverse the previous Labour run Council's plans for congestion (pollution) causing bus lanes on our main arterial routes – something we have already delivered on.

## 7. Waste Services

Question from Councillor Kataria to Councillor S Galton.

Is the Cabinet Member aware of the chaos in waste services?

Answer

As I have already written to the Cllr to state: "I have been shocked at what I've discovered since taking over the portfolio – as performance issues existed that I had not previously been made aware of; either as the shadow Cabinet Member or as the chair of OSMC." Fixing the chaos, we have inherited from the previous 9 years of a Labour administration is exactly what we are currently doing. Recycling rates especially have seen an alarming drop in recent years under the previous Labour run Council.

8. Capita Service in-house

Question from Councillor Leggett to Councillor Harwood.

Does the Cabinet Member believe the Labour Administration were right to bring Capita back in-house?

Answer

I don't hold a view on the decision the previous administration made.

9. Southampton First

Question from Councillor Leggett to Councillor Harwood.

Will the new administration continue the Southampton First policy?

Answer

It hasn't been a priority of the administration to review this.

10. Kentish Road

Question from Councillor Fielker to Councillor White.

Can the Cabinet Member assure Southampton's residents that they intend to keep Kentish Road and Holcroft House open? Will both facilities continue to be managed by staff directly employed by Southampton City Council?

Answer

The situation regarding these two services remains unchanged.

11. 1000 Homes

Question from Councillor Kaur to Councillor Vassiliou.

Will the new administration still deliver 1000 quality, affordable, council homes by 2025?

Answer

This administration is more ambitious, and we are not limiting ourselves to 1000 homes. We would like to see thousands of new homes built for social housing by working with housing associations and partners.



## 12. Car Parking

Question from Councillor Kaur to Councillor Fitzhenry

By when will the new administration deliver on its commitment of 1000 car park spaces in our estates?

Answer

The finance for the delivery of 1,000 parking space in our estates is in place and has been agreed at this Cabinet Meeting. Officers are now working on the plan for delivery and we are aiming to deliver the majority of the spaces by April 2023

## 13. Feed the Future

Question from Councillor Paffey to Councillor J Baillie.

What is the new administration's commitment to sustaining the Feed the Future scheme, which plays a key role in supporting healthy eating for some of the city's most vulnerable children?

Answer

The pilot scheme to provide free fruit, vegetables, and yoghurt to KS2 children began in September 2019 in 11 primary schools but was paused due to COVID. It restarted in September 2020 and was due to expand to a further 12 schools from January 2021 though due to COVID, only 17 schools took part. We are now reviewing the scheme in advance of the next phase.

As an administration we are committed to tackling child hunger in our city and as such have added an additional £150,000 in our budget to fund this.

## 14. Childhood Obesity

Question from Councillor Margetts to Councillor J Baillie. Councillor P Baillie to respond with verbal answer.

What support and commitment will the administration make to reducing inequalities in childhood obesity, following support at full council for the scrutiny report on childhood obesity in the city?

Answer

The implementation of the scrutiny inquiry recommendations (which are shown to be effective) are a starting point. The Administration will be looking at any other measures which may help to reduce obesity in children.

## 15. Universal Credit

Question from Councillor Shields to Councillor Vassiliou.

Does the new administration support the Conservative government's removal of the £20 Universal Credit uplift that many Southampton families are relying on to survive?

Answer

The Conservative government has been fantastic in providing a variety of support measures to help people during the Covid-19 pandemic. The £20 Universal Credit uplift was part of a package of temporary measures which also included the Furlough Scheme and support to businesses all of which saved many jobs, livelihoods and supported people in Southampton.

## 16. SureStart Centre

Question from Councillor Paffey to Councillor J Baillie

Given the essential role of our Sure Start centres for over 20 years, will the new administration commit to keeping all centres open?

Answer

The administration has no plans to close any Sure Start centres.

## 17. Community Fund

Question from Councillor Paffey to Councillor J Baillie. Councillor Vassiliou to respond.

How does the administration intend to spend the £500,000 community fund for children's activities that it promised?

Answer

We have created a Community Fund of £500,000 which is going to be split in half to cover a two-year period as 'seed funding projects' for community groups and organisations wishing to provide activities and services to give young people something positive to do around the City.

It is envisaged that the majority of the fund will be made available for community groups and organisations to bid for money to the Council to assist with projects. We are currently working through the full detail on this and how it will work.

## 18. Outdoor Sports Centre

Question from Councillor Kaur to Councillor Hannides.

Can the Cabinet Member explain why they are pausing plans to redevelop Southampton Outdoor Sports Centre?

Answer

There are no plans to delay the scheme. Indeed, I am fully committed to improving the outdoor Sports Centre. The consultation period is expected to commence in the Summer, as originally intended. Before committing to a £17m project, it was appropriate to allow the newly appointed Cabinet to review the proposals before giving final approval. I would suggest the delay sits firmly with the Labour Group. It took the former Labour Administration 9 years to bring forward a scheme for the much-needed improvements.

NOTE: In accordance with the Council's Constitution and the allocated time for Council Questions (90 minutes) questions 19 and 20 that had been received on notice were not discussed as the allocated time period had elapsed.

15. MOTIONS

It was noted that no motions had been received.

16. QUESTIONS FROM MEMBERS TO THE CHAIRS OF COMMITTEES OR THE MAYOR

It was noted that no questions to the Chairs of Committees or the Mayor had been received.

17. APPOINTMENTS TO COMMITTEES, SUB-COMMITTEES AND OTHER BODIES

The following Appointments to Committees, Sub Committee's and Other Bodies were noted:-

- Councillor Guthrie had replaced Councillor B Harris on Overview and Scrutiny Management Committee
- Councillor Margetts had replaced Councillor Chaloner on Health Overview Scrutiny Panel

In addition, following discussion with Group Leaders it was agreed to amend the proportionality on sets by increasing the number of seats by two, one for each group on Planning and Rights of Way Panel, Overview and Scrutiny Management Committee and Governance Committee.

The following appointments were noted:-

- Councillors Vaughan and Savage to Planning and Rights of Way Panel
- Councillors Stead and Chaloner to Overview and Scrutiny Management Committee
- Councillors J Payne and Leggett to Governance Committee

18. ANNUAL REVIEW OF THE CONSTITUTION

Report of the Service Director Legal and Business Operations and Monitoring Officer seeking approval of the Annual Review of the Constitution.

RESOLVED:

- (i) Save for the Financial Procedure Rules referred to below that the minor changes to the Constitution and associated arrangements as set out in this report be approved;
- (ii) That the Director of Legal & Business Operations be authorised to finalise the arrangements as approved by Full Council and make any further consequential or minor changes arising from the decision;
- (iii) That the City Council's Constitution, as amended, including the Officer Scheme of Delegation, for the Municipal Year 2021-22 be approved; and
- (iv) With regard to the Financial Procedure Rules:-
  - a) That the revisions to the Financial Procedure Rules as set out in this report be approved;
  - b) That the update to the Constitution covering the Budget Policy Framework as set out in this report be approved; and
  - c) That authority be delegated to the Executive Director – Finance and Commercialism, following consultation with the Cabinet Member for Finance and Capital Assets, to amend the terms of reference of the Change Authority Board and the Capital Review Group.

19. CORPORATE PLAN

Report of the Leader of the Council detailing the revised Corporate Plan. It was noted that there was a slight amendment to the timetable with the Southampton City Vision Local Plan submission to the Secretary of State now taking place in Winter 2023 with adoption in Spring 2025.

RESOLVED: that subject to the amendment to the Southampton City Vision Local Plan submission date the Corporate Plan 2021-25 as detailed in Appendix 1 of the report be approved.

20. BUDGET 2021-22 AND BEYOND – UPDATE

Report of the Cabinet Member for Finance and Capital Assets seeking approval of the Budget 2021-22 and beyond.

It was noted that there had been a need to use officer delegated urgency powers for a decision regarding School Meals Payment over the school summer holidays which was reported to Council verbally as part of this report.

RESOLVED:

**CAPITAL PROGRAMME (GENERAL FUND AND HOUSING REVENUE ACCOUNT)**

- (i) That the proposed additions to the General Fund capital programme to 2022/23 and its financing as shown in table 1 (paragraph 12) of the report, and associated financing be approved;
- (ii) That the total additions amount to £22.007M for the General Fund be noted and agrees that these schemes be included in the capital

- programme with £21.007M having approval to spend and a further £1.000M (as detailed in paragraph 14) of the report which would require subsequent approval to spend;
- (iii) That the proposed additions amounting to £4.431M to 2022/23 in the HRA capital programme with approval to spend and its financing as shown in table 3 (paragraph 19) of the report be approved.

#### GENERAL REVENUE FUND

- (iv) That the proposed additions to the budget, as set out in table 2 (paragraph 15) of the report be approved and noted;
- (v) That the revised Medium-Term Financial Forecast (MTFF) estimate for 2022/23 as set out in table 5 and paragraphs 23 to 27 of the report be noted, with an update of the MTFF to be brought forward during the autumn;
- (vi) That the proposed additional net revenue spend for 2021/22 of £2.132M would be funded from the central contingency budget be approved;
- (vii) That authority be delegated to the Executive Director, Communities, Culture & Homes following consultation with the Cabinet Member for Communities, Culture and Heritage, to decide on the eligibility criteria and process for administering the proposed Community Fund budget (of £0.5M) to tackle anti-social behaviour.

#### HOUSING REVENUE ACCOUNT

- (viii) That the additions to the Housing Revenue Account budget estimates as set out in table 4 (paragraph 21) of the report be approved.

NOTE: Councillor Vassiliou declared a non-pecuniary interest in the Solent Sky Museum as a Council appointed representative to their Board and remained in the meeting.

#### 21. BUDGET MATTERS: REVENUE AND CAPITAL OUTTURN 2020-21

Report of the Cabinet Member for Finance and Capital Assets seeking approval of the Revenue and Capital Outturn 2020/21.

#### RESOLVED:

#### GENERAL FUND – REVENUE

- (i) That the General Fund revenue outturn for 2020/21 was a balanced position after transfer of £8.63M surplus to reserves, as outlined in paragraph 4 of the report and in paragraph 2 of Appendix 1 be noted;
- (ii) That the performance of individual Portfolios in managing their budgets as set out in paragraphs 3 to 6 of Appendix 1 and Annex 1.1 be noted;
- (iii) That the budget carry-forward requests totalling £6.06M as outlined in paragraph 8 of Appendix 1 and detailed in Annex 1.3 be approved;
- (iv) That the performance of the Property Investment Fund (PIF) as detailed in paragraphs 9 to 11 of Appendix 1 and Annex 1.4 be noted.

## HOUSING REVENUE ACCOUNT

- (v) That the HRA revenue outturn for 2020/21 as outlined in paragraph 6 and paragraphs 21 to 23 of Appendix 1 and Annex 1.6 be noted.

## CAPITAL PROGRAMME

- (vi) That the actual capital spending in 2020/21 for the General Fund was £50.20M and for the HRA was £33.97M, as outlined in paragraphs 10 and 11 in the report and detailed in paragraphs 3 to 6 of Appendix 2 be noted;
- (vii) That the capital financing in 2020/21 as shown in table 3 of Appendix 2 be noted;
- (viii) That the revised capital programme for 2020/21 to 2025/26 and its financing as summarised in paragraph 11 of Appendix 2 and detailed in Annex 2.2 be approved;
- (ix) That the latest prudential indicators for the revised capital programme as detailed in Annex 2.3 be approved.

## 22. ANNUAL REPORT OF THE DIRECTOR OF PUBLIC HEALTH

Report of the Director of Public Health for Southampton City Council detailing the 2020/21 Annual Public Health Report for Southampton.

### RESOLVED:

- (i) That the Director of Public Health's Annual Report for 2020/21 be received and noted; and
- (ii) That the recommendation from the Director of Public Health was for a focus on reducing health inequalities as a priority in Covid-19 recovery be recognised and noted.

## 23. NATIONAL MONUMENT TO THE SPITFIRE

Report of the Leader seeking strategic support for the Southampton Spitfire Memorial proposal.

### RESOLVED:

- (i) That Southampton City Council formally records its strategic support to the concept of a national monument to the Spitfire in the city and commits to work together with the National Spitfire Project Charity and funding partners to help bring this project to fruition;
- (ii) That a further capital contribution of £350,000 in 2021/22 as a significant funding contribution towards this asset as a National Spitfire Monument be approved. This was to be added to the General Fund capital programme, requiring subsequent approval to spend at Cabinet. The detailed terms relating to the award of this funding would be worked up by the Executive Director of Place following consultation with the Executive Director of Finance

- and Commercialisation and the Service Director, Legal and Business Operations prior to approval to spend being considered;
- (iii) That an additional revenue budget of £150,000 in 2021/22 be approved as both a contribution towards the council's initial internal costs associated with working with the National Spitfire Project Charity, development of funding submissions to support the project and a grant towards the National Spitfire Project Charity to undertake surveys, feasibility, detailed design and other related work via a specialist project management consultancy to be appointed by the charity. That the detailed terms relating to the use and allocation of this funding be delegated to the Executive Director of Place following consultation with the Executive Director of Finance and Commercialisation and the Service Director, Legal and Business Operations.

NOTE: Councillor Hannides declared a pecuniary interest and left the meeting.

24. SOUTHAMPTON CITY COUNCIL ELECTIONS 2021

Report of the Returning Office detailing the Southampton City Council Election Results 2021 was received and noted. In receiving the report, it was noted that Councillors Paffey and Shields stood as Labour and Co-operative Party Candidates and not as listed in the report and that Councillor Jeremy Moulton's name had been listed incorrectly in the report.

25. OVERVIEW AND SCRUTINY: ANNUAL REPORT 2020/21

Report of Councillor S Galton, Chair of the Overview and Scrutiny Management Committee 2020/21 detailing the Overview and Scrutiny Annual Report 2020/21 was received and noted.

26. OVERVIEW AND SCRUTINY: SUMMARY OF CALL-IN ACTIVITY

Report of the Service Director Legal and Business Operations detailing the Overview and Scrutiny Summary of Call-In Activity was received and noted.





<b>DECISION-MAKER:</b>	COUNCIL		
<b>SUBJECT:</b>	EXECUTIVE BUSINESS REPORT		
<b>DATE OF DECISION:</b>	11 October 2021		
<b>REPORT OF:</b>	LEADER OF THE COUNCIL		
<b><u>CONTACT DETAILS</u></b>			
<b>Author</b>	<b>Name:</b>	Romilly Beard Policy & Strategy Manager	<b>Tel:</b> 023 8083 3310
	<b>E-mail:</b>	romilly.beard@southampton.gov.uk	
<b>Director</b>	<b>Name:</b>	Mike Harris Deputy Chief Executive	<b>Tel:</b> 023 8083 2882
	<b>E-mail:</b>	mike.harris@southampton.gov.uk	

<b>STATEMENT OF CONFIDENTIALITY</b>	
None.	
<b>BRIEF SUMMARY</b>	
This report outlines the Executive Business conducted since July 2021.	
<b>RECOMMENDATIONS:</b>	
	(i) That the report be noted.
<b>REASONS FOR REPORT RECOMMENDATIONS</b>	
1.	This report is presented in accordance with Part 4 of the Council's Constitution.
<b>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED</b>	
2.	Not applicable.
<b>DETAIL (Including consultation carried out)</b>	
3.	This report outlines the activity of the Executive and activities to progress the priorities set out in the Council's Corporate Plan since July 2021.
<b>Communities, Culture and Heritage</b>	
4.	We have now published the first draft of our new Cultural Strategy for the city, which is open for public consultation until 31 October. This strategy outlines the vision, goals, priorities and investment opportunities for the city's cultural sector, sets out where Southampton is now, and where we want to be in the future. It seeks to understand our strengths, weaknesses and future investment opportunities that meet the needs of our local communities, as well as attracting visitors and businesses to Southampton. It is a key part of our plan to Get Southampton Moving, and helps provide a solid cultural foundation in the city as we await the outcome of the longlisting phase of the UK City of Culture 2025 competition, now due in early October.
5.	The city successfully held a new city centre festival on 25 September, organised by GO! Southampton – Re:claim. Bringing together Southampton's diverse creative forces including Skate Southampton, Solent Showcase Gallery, SoCo Music Project, Hip Hop Heritage, ZoieLogic, Westquay and more, Re:Claim is setting its sights on becoming a flagship event for the city.
6.	This year, Southampton residents were invited to join Southampton International Boat Show's very first Community Day. The show features everything the leisure marine industry has to offer, ranging from paddleboards to superyachts, and all the products and services needed to enjoy life in, on or

	around the water. This year anyone living in postcode areas SO14 to SO19 could get a discounted ticket.
7.	I was pleased to see Pride on 28 August and the triumphant return of the ABP Southampton Marathon this year on Sunday, 5 September – my heartfelt thanks go out to all SCC staff and volunteers, as well as our partners, who help make these great events happen.
	<b>Our Greener City</b>
8.	We carried out a public survey looking for suggestions that could help improve air quality in our city wanting to hear from residents and businesses affected by poor air quality on what changes they'd like to see in their local areas. The survey closed on 30 September, and suggestions will be considered as part of the Council's upcoming Air Quality Action Plan update.
9.	As of 1 September 2021, taxis licensed outside of Southampton no longer have 'all times' access to Southampton bus lanes. Instead, cleaner 'Euro standard' vehicles will be permitted an exemption to access bus lanes at peak times. An exemption also applies to certain 'Home to School Transport' vehicles. This change is one of several elements of our 'Local NO2 Plan' – an alternative to a charging Clean Air Zone which would have introduced a daily charge to older taxis and PHVs for accessing the city. This aims to support local trade while still encouraging cleaner vehicles into the city from other licensing authorities.
	<b>Growth</b>
10.	Solent University, together with Southampton City Council and other key civic stakeholders (including Solent LEP, Business South and University Hospital Southampton), have launched their formalised Civic Charter, which forms the University's Civic Agreement. The first of its kind for the city of Southampton, the agreement outlines how the university will contribute towards its future growth and development.
11.	Plans for the development of the Leisure World site have taken a positive step forward as Cabinet approved the commercial terms for the £250m scheme. The Leisure World development will celebrate Southampton's industrial maritime heritage whilst responding to the need of creating a mixed-use development for all. The Council will also be working with the developer, Sovereign Centros, so that environmental considerations for the city are reflected in the new development. This includes the use of the latest building and low-carbon technologies and significant 'greening' of the public realm. The scheme will be built across different phases, beginning in early 2023 with the first phase expected to be occupied during 2024-25.
12.	I recently wrote to the residents of Townhill Park confirming my administration's commitment to continue the Townhill Park regeneration project. Our intention is to bring forward more homes by working in partnership with housing associations and developers. Our priority will continue to be that of delivering a mix of housing including affordable homes and the opportunity for people to get on the housing ladder through shared ownership and other initiatives.
13.	The Council launched the 100 in 100 campaign in August, a major element of our drive to Get Southampton Moving by providing 100 work opportunities for

	<p>residents in 100 days. Organised by the Solent Apprenticeship Hub, for which Southampton City Council is the lead partner, the 100 in 100 campaign was launched on 12 August at an event at the MAST Mayflower studios in Guildhall Square. The scheme will promote the benefits of skills and training programmes to both residents and employers in Southampton. These benefits range from career progression and talent retention to productivity and business growth; with success stories showcased throughout the campaign to prove that skills and training programmes make a very real difference. Find more information <a href="#">here</a>.</p>
14.	<p>On a related note, I would like to give a huge congratulations to the Solent Apprenticeship Hub, led by Southampton City Council which has recently been shortlisted for the Economic Support category at this year's LGC Awards. The whole Council has also been recognised in the APSE Service Awards 2021, following a rigorous selection process, as one of the top finalists in the following category: Best Efficiency and Transformation initiative.</p>
15.	<p>The Young Adults Employment Hub (Youth Hub) was launched in Guildhall Square in August. Young people and their families had the chance to learn more about the Hub and meet the Council's employment support team, as well as visit different organisations providing a range of job-related support services. Young people also had the opportunity to meet employers with live Kickstart vacancies at the 'Kickstart your Summer' event, held at MAST Mayflower Studios.</p>
	<p><b>Wellbeing</b></p>
16.	<p>As we welcomed children and young people back for the start of the new academic year, we have ensured that COVID-19 measures that are in place to see that this was done as safely and effectively as possible. In line with Government guidance, each education setting carries out regular COVID-19 risk assessments and may, as part of their assessment, recommend additional precautionary measures for their specific school or college, such as staggering school start times. Education settings will advise parents and carers directly if there are any further measures they need to be aware of for their child. Secondary school pupils and college students are encouraged to continue taking Lateral Flow Tests twice each week. At the start of term, schools carried out two rapid flow tests on the school premises for each person; after this, tests should continue at home. The measures put in place across all educational settings are in line with UK government guidance. Face coverings are no longer required for pupils and staff in school. However, face coverings are still recommended when using public transport to and from school.</p>
17.	<p>I would also like to say a huge well done to all pupils across Southampton who collected their A Level and GCSE results this week. It's been a difficult academic year with pupils missing time in classrooms due to the pandemic. Despite this it's been great to see pupils working hard, together with teachers and parents and carers, to achieve such positive outcomes. Thank you to all the teachers, parents and carers, and everyone else who worked tirelessly to help young people with their learning throughout the pandemic.</p>

18.	<p>As you may know, we've been working closely with local partners, landlords and the voluntary sector, as well as national government, to provide support for people evacuated from Afghanistan. The government is asking UK local authorities to help evacuees – many of whom have been working for the British Armed Forces – to resettle in the UK. We're now looking for homes in which families can be housed and start to build a new life in Southampton. I have personally asked private landlords in the city who may have affordable three or four-bedroom family homes available to rent, and who would like to help, to get in touch with us. We've also set up a special email address for interested landlords to contact us accordingly: <a href="mailto:afghan.housing@southampton.gov.uk">afghan.housing@southampton.gov.uk</a>. Any members of the public who would like to show their support, cash donations are being accepted via the <a href="#">City Life Church Southampton</a> and <a href="#">Southampton Action</a> JustGiving pages.</p>
19.	<p>I would like to thank everyone across the city who helped make our first ever Love our Children Week such a success in September, were our communities ran a range of events all focused on a single goal: celebrating the talents of our looked-after children and children in care and making sure we're giving them the best chance for their future. Highlights from the week include a street food market celebrating the culinary talents of young people, the launch of a new cookbook for our care leavers, produced in partnership with Masterchef winner Shelina Permalloo, a football match between staff and young people (4-2 to our young people!) and the launch of two superhero 'job profiles' created by young people to set out the qualities and standards they expect from the people and organisations involved in their care.</p>
20.	<p>We have also launched a <a href="#">public consultation on proposals for a draft Children &amp; Young People's Strategy</a>, asking young people and those that work with them for their ideas about how the Council and its partners can work with, and support, children and young people to get a good start in life and be safe, healthy and happy. From early years education and initiatives that encourage good mental and physical health, right the way through to ensuring that young people leaving education have the best possible chances for their future, we're the draft strategy we're consulting on will shape our work and focus in this area over the next few years.</p>
21.	<p>In response to the growing and changing dangers children can face online, the Southampton Safeguarding Children Partnership has joined partner agencies that work with children and families across the region to launch a new campaign across the city aimed at teaching 7-11 year olds how to spot and defeat online foes. The book <i>Peril of the Possessed Pets</i>, featuring a colourful gang of online 'trolls', has been created for schools and 25,000 free copies are being distributed across the Southampton, Isle of Wight, Portsmouth and Hampshire. A new online home for the trolls has also launched at <a href="http://www.lurkingtrolls.com">www.lurkingtrolls.com</a>.</p>
22.	<p>Over the summer, Southampton has seen a wave of activity for some of our most vulnerable children and families as part of the national Holiday Activities Fund HAF programme. We set up over 50 sites across the city offering summer activities and food to those who qualify for Free School Meals. We focussed on enriching activities, physical and mental wellbeing as well as healthy food and nutrition. <b>Page 20</b> of children and young people had</p>

	<p>access to activities such as skiing, sailing, sports, cookery, music and arts and crafts. Working with local providers and schools, the project was led by Inclusion Services and offered over 250,000 hours of support at a time when so many families really struggled to get this help during the pandemic. The project will continue over Christmas, with the team already looking at plans for this period. At the end of the summer, we were delighted to be able to have a celebration event in the Art Gallery with city leaders, guests of honour, providers and families.</p>
23.	<p>Friday, 1 October marked the start of this year's Walktober challenge. Walktober, run annually since 2016 by the School Travel Planning Team, is a challenge held each October to celebrate and focus the mind on International Walk to School Month. The pandemic and subsequent lockdowns have taught us all that exercising and spending time outside enjoying your surroundings is great, if not essential, for your wellbeing. That is what the Walktober challenge is all about: walking to improve your wellbeing. We are encouraging pupils, staff and their families to find opportunities to walk, and be outside as often as possible.</p>
24.	<p>On 16 September, I was pleased to celebrate the 'topping out' St Mark's Church of England School, along with Morgan Sindall, Faithful+Gould, the Diocese of Winchester, the school's Headteacher and others.</p> <p>Celebrating Southampton's first-ever four to 16 all-through school, the expanded school will create 900 much-needed new secondary school places with the all-through school benefitting from a pre-school nursery, a two-form entry primary school and a six-form entry secondary school, as well as air-conditioned classrooms and a new sports building.</p>
25.	<p>I am also pleased to say that major progress continues to be made with regards to the St Mark's CE School Active Travel Zone (ATZ), a project to provide safer walking and cycling facilities and better connections to the school. Starting on 4 October, as part of the on-going works, new continuous crossings will be added at key junctions and crossings nearby, with work also underway in the Howard Road area, aiming to improve the walking route between residential areas to the north and south of Howard Road with a zebra crossing supported by new continuous crossing facilities nearby. The St Mark's ATZ scheme, co-produced with local communities and funded both from our award of £1.225m from the Government's Active Travel Fund and developer contributions secured through the planning process, constitutes a range of measures designed to make it safer and easier to walk and cycle in the local area. This is especially needed on the key routes used by children and their families of the expanding school for their journeys to and from St Mark's.</p>
26.	<p>The Council has recently actioned a range of measures to boost employment in our city. The Young Adults Employment Hub in the Central Library is now accepting drop-in appointments, TEEM (Training, Education, Employment, Motivation) Work Clubs have successfully reopened across the city, and the Employment Support Team have finalised Adult Learning courses for the 2021/22 academic year, including around Employability, Basic IT Skills, Personal Development and Confidence, Preparing for Working Life and sector-specific employment</p>

	<b>A Council that works with and for you</b>
27.	SCC has just signed a new energy contract that runs from 1 October 2021 under a new Laser framework. We estimate that this arrangement has avoided additional costs of at least £1.3m in the first year compared to our existing arrangement and could not be bettered by any other supplier. LASER Energy is owned by Kent County Council and acts like a 'buying club', where we join with other public sector bodies and have the buying power of energy supplies worth £450m (approximately 2% of the UK's non-domestic energy demand) rather than just our own £9m. SCC will still experience energy price rises that affect the whole country from October and likely for the foreseeable future, and some of these rises will be significant, but these will be much lower than if we were to procure outside the Laser framework.
28.	Lastly, I would like to say congratulations to the amazing winners of the third season of our 2021 Employee Awards. It is members of staff like Natalie Harvey-Hunter, James Marshall, Andy Mullins, Hakima Rahman, Lynn Phillips, and the entire team at Southampton Day Services that help make all of our invaluable work at the Council happen.
<b>RESOURCE IMPLICATIONS</b>	
<b><u>Capital/Revenue</u></b>	
	None.
<b><u>Property/Other</u></b>	
	None.
<b>LEGAL IMPLICATIONS</b>	
<b><u>Statutory power to undertake proposals in the report:</u></b>	
	As defined in the report appropriate to each section.
<b><u>Other Legal Implications:</u></b>	
	None.
<b>RISK MANAGEMENT IMPLICATIONS</b>	
	None.
<b>POLICY FRAMEWORK IMPLICATIONS</b>	
	None.

<b>KEY DECISION?</b>	No
<b>WARDS/COMMUNITIES AFFECTED:</b>	All
<b><u>SUPPORTING DOCUMENTATION</u></b>	
<b>Appendices</b>	
1.	None
<b>Documents In Members' Rooms</b>	
1.	None
<b>Equality Impact Assessment</b>	
<b>Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.</b>	No
<b>Data Protection Impact Assessment</b>	
<b>Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out.</b>	No
<b>Other Background Documents</b>	

<b>Other Background documents available for inspection at:</b>	
<b>Title of Background Paper(s)</b>	<b>Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)</b>
1.	None.

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# Agenda Item 9

<b>DECISION-MAKER:</b>	COUNCIL
<b>SUBJECT:</b>	LOCAL GOVERNMENT BOUNDARY COMMISSION ELECTORAL REVIEW AND ELECTION CYCLE
<b>DATE OF DECISION:</b>	11 OCTOBER 2021
<b>REPORT OF:</b>	LEADER OF THE COUNCIL

<b><u>CONTACT DETAILS</u></b>			
<b>Executive Director</b>	<b>Title</b>	EXECUTIVE DIRECTOR BUSINESS SERVICES	
	<b>Name:</b>	MIKE HARRIS	Tel: 023 8083 2882
	<b>E-mail</b>	<a href="mailto:mike.harris@southampton.gov.uk">mike.harris@southampton.gov.uk</a>	
<b>Author:</b>	<b>Title</b>	HEAD OF BUSINESS OPERATIONS	
	<b>Name:</b>	GAETANA WISEMAN	Tel: 023 8083 2422
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## STATEMENT OF CONFIDENTIALITY

None

## BRIEF SUMMARY

This report sets out the council's commitment to the delivery of a statutory Local Government Boundary Commission - Electoral Review. It outlines the purpose of the review and the possible options being put forward as part of our council size submission, see Appendix 1 to this report.

## RECOMMENDATIONS:

(i)	That Council considers the report and resolves one of the following options (A, B or C) as its preferred submission option to the Local Government Boundary Commission
	Option A: That the council retains the current council size of 48 councillors across 16 wards
	Option B: That the council increases its size with 3 additional councillors (51 in total across 17 wards - an increase of 1 ward)
	Option C: That the council increases its size with 6 additional councillors (54 in total across 18 wards - an increase of 2 wards)
	And that it delegates to the Service Director; Legal and Business Operations the authority to make any minor or consequent changes required to the submission documents after consultation with the Leader of the Council
(ii)	That Council resolves to consider <ul style="list-style-type: none"> <li>(i) maintaining its current electoral cycle of elections by thirds following the commencement of the electoral review (from 2024 onwards), or</li> <li>(ii) changes to all out elections every four years.</li> </ul> <p>subject to public consultation. If the Council is minded to change the electoral cycle that the Service Director; Legal and Business Operations undertakes such consultation and a further report is brought to Council for consideration</p>

<b>REASONS FOR REPORT RECOMMENDATIONS</b>	
1.	<p>To comply with the statutory requirement to carry out an electoral review. The Local Government Boundary Commission for England (LGBCE) has a legal requirement to review all local authorities from time to time.</p> <p>An electoral review is an examination of a council's electoral arrangements and Southampton was last reviewed 20 years ago.</p>
<b>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED</b>	
2.	<p>As part of the electoral review process and in gathering data and evidence as part of the council's submission on council size, a number of options were considered in relation to the future size of the council and the number of elected councillors required (taking into consideration governance arrangements, scrutiny and regulatory functions and councillors roles in their local communities). These options are outlined in detail later in this report under the section 'options for council size'.</p>
<b>DETAIL (Including consultation carried out)</b>	
3.	<p>This report sets out the council's commitment to the delivery of a statutory Local Government Boundary Commission - Electoral Review. It outlines the purpose of the review and the possible options being put forward as part of our council size submission (phase one of the electoral review process). An electoral review is an examination of a council's electoral arrangements. This means:</p> <ul style="list-style-type: none"> <li>• the total number of councillors elected to the local authority.</li> <li>• the number and boundaries of wards or divisions for the purposes of the election of councillors.</li> <li>• the number of councillors for any ward or division of a local authority; and the name of any ward or division.</li> </ul>
4.	<p>The Local Government Boundary Commission conducts an electoral review of a council for two reasons:</p> <p>At the request of the local authority; or if the local authority meets the Commission's intervention criteria:</p> <p>a) If one ward has an electorate of +/-30% from the average electorate for the authority  b) If 30% of all wards have an electorate of +/-10% from the average electorate for the authority.</p>
5.	<p>Southampton meets the Commission's criteria for electoral inequality with 3 of 16 (18.5%) wards have a variance outside 10%. One ward (Bargate) has a variance outside 30%. The largest variances are Bargate ward (32%) and Swaythling ward (-15%). The review is not, however, limited to those outlier wards but is city wide.</p>
6.	<p><b>Process</b></p> <p>Collin Mellors, Chair of the LGBCE first contacted the Chief Executive in February 2021 regarding an electoral review for Southampton and a preliminary meeting was held between the commission and several key officers from the council on 8<sup>th</sup> March 2021, at which point an outline timetable was discussed.</p>

7.	The LGBCE explained that the council would be required to submit its council size submission, and a range of supporting data, by 15 <sup>th</sup> October 2021 and this would form phase one of the review. Following several periods of consultation, implementation of the electoral review findings will occur in May 2023 following ‘all out’ elections that year. An electoral review timeline is attached as an appendix to this report.
8.	At the preliminary meeting in March, the commission requested that the council organise a Group Leader’s briefing and an ‘all member’ briefing in order to keep elected councillors fully informed. These briefings were held on the 8th June and 28 <sup>th</sup> June respectively and councillors were made aware of the purpose of the review, how they could engage in the process and the timeline
9.	Following the Group Leaders meeting in June, an electoral review project team was established involving several officers from across the council. The review’s Lead Officer is Richard Ivory, Service Director – Legal and Business Operations, supported by Gaetana Wiseman, Head of Business Operations.
10.	<p><b>Task and Finish Group</b></p> <p>A cross party electoral review task and finish group, consisting of Cllrs Houghton and S Galton for the Conservative Group and Cllrs Mitchell and Noon for the Labour Group was also established to ensure effective councillor engagement in the process. The group met on 16<sup>th</sup>, 22<sup>nd</sup> and 28<sup>th</sup> July as part of gathering supporting evidence and feedback to assist with the development of the council size submission document. This group will also be consulted during stage two of the electoral review process in 2022 when recommendations around ward boundaries need to be put forward.</p>
11.	<p>The purpose of the task and finish group is:</p> <ul style="list-style-type: none"> <li>• To ensure cross party councillor involvement in, and support for, the electoral review process</li> <li>• To consider options on the future size of Southampton City Council including the number of elected councillors (considering governance arrangements, scrutiny and regulatory functions and councillors’ roles in local communities)</li> <li>• To formulate draft recommendations on the council’s size for consideration by Full Council</li> <li>• To support officers in the provision of information required by the LGBCE and the drafting of the Electoral Review documentation</li> <li>• To recommend warding arrangements to Full Council and for submission to the Local Government Boundary Commission, demonstrating how the statutory criteria set by the commission has been met</li> </ul>
12.	Phase one of the review which spans May – October 2021, has included the council developing detailed recommendations (supported by evidence) on proposed council size (i.e. the number of elected councillors) together with the assembly of five-year forecast electorate data. Further information in relation to our council size submission can be found in Appendix 1.
13.	Alongside the Task and Finish Group, and as part of gathering additional evidence during phase one, a member survey was also issued to all councillors to capture their feedback. The survey was live from 28 June 2021 to 12 July 2021. Initial questions were asked about the length of time the respondent had been a councillor, if they had been appointed to any external bodies or organisations, and if they hold any other positions. Subsequent questions concerned the length of time spent on council duties, such as: what aspect of

	the job takes the most time and has this changed over the past 12 months? A total of 32 respondents out of 48 councillors completed the survey - a response rate of 67%.
14.	<p><b>Council size submission</b></p> <p>As previously mentioned, a requirement of the electoral review process is for the council to submit a set of recommendations to the LGBCE having considered options on the future size of Southampton City Council; including its electoral arrangements and number of elected councillors (taking into account governance arrangements, scrutiny and regulatory functions and councillors' roles in local communities). See Appendix 1 (and other supporting appendices attached to this report). Officers have been able to formulate the following options on council size based on compelling feedback and evidence having had proactive engagement from elected councillors through the positive task and finish process, as well as feedback through a member survey. Core data was also collated during this process and has contributed to the development of options outlined</p>
15.	<p><b>Evidence base</b></p> <p>In formulating our council size submission and in developing options, we have considered a range of factors required by the LGBCE including;</p> <ul style="list-style-type: none"> <li>• how the council and city has evolved over the past few years and used core demographic data and information</li> <li>• Analysed and put forward five-year housing development and electorate growth projections</li> <li>• Reviewed our governance arrangements reflecting on elements including our committee structure, number of committees, the number of councillors required to sit on those committees</li> <li>• Reflected and gained feedback from councillors themselves regarding their role as elected councillors considering governance arrangements, scrutiny and regulatory functions and councillors' roles in their local communities</li> <li>• Gained further insight into how the role of elected councillors may have changed considering aspects such as casework and other commitments.</li> </ul>
16.	<p><b>Councillor survey</b></p> <p>The councillor survey contained questions about the length of time respondents had been a councillor, if they had been appointed to any external bodies or organisations, and if they hold any other positions. Subsequent questions included the length of time spent on council duties, what aspect of the job takes the most time and what has changed over the past 12 months? Key findings revealed:</p> <ul style="list-style-type: none"> <li>• Half of respondents have been a councillor for under five years</li> <li>• Almost half of respondents do not hold any additional positions</li> <li>• 26 (81%) reported being on a committee, board or panel other than Full Council</li> <li>• Over half of respondents have been appointed to outside bodies</li> <li>• Most respondents reported regularly using a variety of methods to communicate with residents / businesses / organisations in their ward</li> <li>• Nearly all respondents use face to face or email communication</li> <li>• Nearly all agreed that they are using the right balance of communication methods to engage with people in their wards. According to free text comments, this is often due to a range of communications methods being utilised.</li> </ul>
17.	Feedback from the Electoral Review Task and Finish Group sessions revealed councillors work on a 'proactive' and 'reactive' basis within their communities depending on the issue and the need. Personal contact is developed 'on the doorstep' or by home visits, with councillors also getting a good feel for issues locally by walking and cycling around their

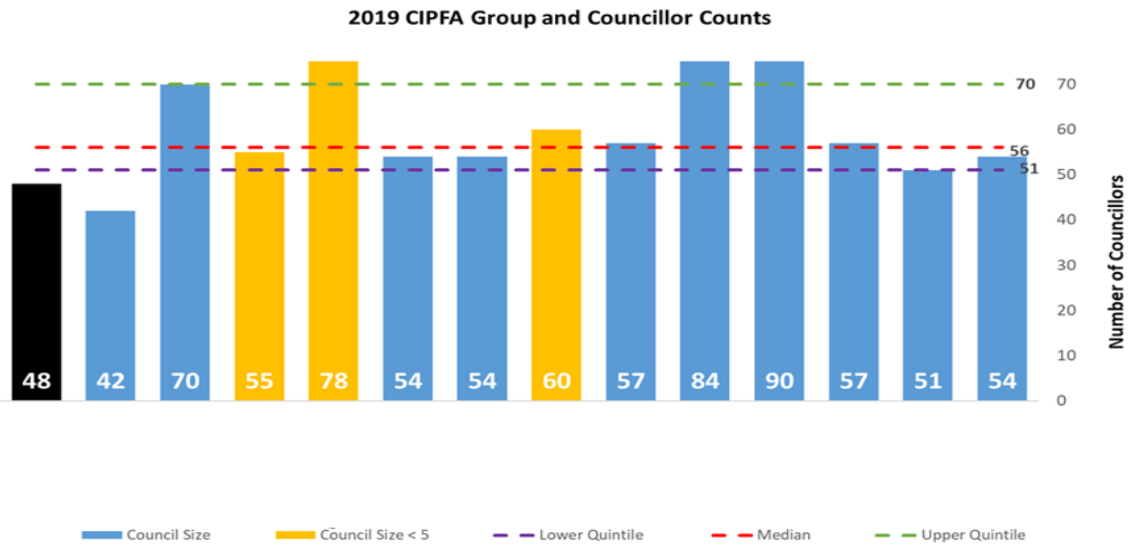
	wards, being part of online social/ community forums, as well as 1:1 interaction from residents who are contacting their councillor directly via email, social media, phone etc. Councillors use a range of approaches to engage with their communities. Door knocking, leaflet dropping, home visits, posting information/ updates via social media (e.g party political Facebook pages or community forums etc). Some wards hold monthly surgeries, but this tends to be in wards with designated and recognisable community spaces such as libraries or community centres etc. Some councillors are holding events in conjunction with the police for example ,such as community 'street huddles' where residents can come and speak to their councillor/ local police officer at the end of their road etc
18.	Interaction with those residents not on the electoral register and younger people is a challenge and building relationships 'on the doorstep' is felt to be the most effective mechanism councillors use for getting in touch with harder-to-reach groups across the city. The LG BCE will only take account of the city's "electorate" rather than adult or overall population. That is a particular local issue given the university student population. The major reason for people not being on the electoral register is the considerable, transient, student population in the city (40,000 pre-Covid as a result of Southampton being home to two universities). The survey captured feedback that some councillors do get requests for help from those that may not be on electoral register (particularly around housing issues) and some are concerned that the actual number of residents they represent is far higher than the electorate figure, due the amount of individuals who have not registered to vote
19.	During the early days of the pandemic, the role of councillors as community leaders came into sharper focus, with some reporting that their role was to go out into their communities and provide greater levels of help, support and reassurance. Some formed volunteer groups to ensure people were safe and those in need didn't go without essentials (such as food or medication). Participation and attendance at community meetings and forums plays a significant part of most ward councillors' work (84% of respondents answering the survey responded that it featured as a regular method of communicating with the electorate). It should be noted that as a result of Covid-19, a large proportion of active community and residents' groups have moved 'online' and this has changed the way councillors have been engaging with the electorate over the past 16/17 months. A much higher proportion of interaction has been undertaken via social meeting platforms rather than 'in person'. Now lockdown restrictions have been released, councillors are starting to see more requests to attend community forums, meetings and events again in person
20.	<b>Councillors' casework</b> How councillors manage their casework varies and depends on the level of complexity. Councillors can deal with some casework enquiries themselves. For example, signposting a resident directly to the council's website regarding a missed bin. For more complex casework (involving areas such as anti-social behaviour, safeguarding issues, housing, or schools' admissions) then elected councillors will involve the relevant council department.
21.	Looking at demographic information, Southampton is a relatively deprived city and ranks 55th out of 317 most deprived local authorities in England. Around 12% of our population live in neighbourhoods within the 10% most deprived nationally, rising to 18% for the under 18 population, suggesting deprivation disproportionately impacts our young people in the city. Southampton is also ranked third worst in the country for crime deprivation
22.	Councillors are reporting that casework is increasing, along with the complexity of casework, and that there is a correlation between levels of deprivation and local need and amount of casework received. The councillor survey also revealed the following key findings in relation to quantity and management of casework;

	<ul style="list-style-type: none"> <li>• Respondents rated the most time-consuming activity (per month) as dealing with casework, with half reporting that they spend over 16 hours a month on this activity</li> <li>• Respondents spend the least time attending external meetings (a symptom of lockdown restrictions and more external meetings being moved online)</li> <li>• The highest proportion of respondents deal with between 21 and 30 casework enquiries each month (41%)</li> <li>• Half reported that they spend about the amount of time they expected on council business</li> <li>• Over a third reported spending more time than expected on council business and no respondents reported spending less time than expected</li> <li>• Nearly all respondents reported asking specific council officers for support with responding to casework. Large proportions also report making use of the SCC website or the council’s PA team</li> <li>• A quarter use the customer contact centre, and other sources reported included government websites and other councillors</li> <li>• A large majority of respondents reported that the amount of time they spend on council business has increased</li> <li>• A variety of reasons were discussed for increase in casework, including that as they have become more well known as councillors, their contact with residents has increased</li> <li>• Over three quarters of respondents reported spending more time using email and Microsoft Teams to communicate in the last 12 months</li> <li>• Respondents generally reported spending significantly less time communicating face to face</li> </ul>
23.	<p>Feedback from the Electoral Review Task and Finish Group provided further insight, with councillors citing the Covid-19 pandemic leading to some increase in certain types of casework (and increasingly complex casework) including concerns around crime and anti-social behaviour, noise nuisance and safeguarding issues.</p>
24.	<p>Technology has had a significant impact on the way councillors interact with their electorate. Survey results showed the electorate are increasingly contacting councillors through digital methods and the way councillors carry out their roles is also heavily influenced by technology (use of MS Teams etc for attending group meetings, meetings with officers, community meetings with residents and before 2021 May elections attending council committee meetings).</p>
25.	<p>A sample of free text comments collected from the survey are outlined below;</p> <ul style="list-style-type: none"> <li>• “case work increased - particularly with regards to issues with crime, private sector housing (HMOs), parking, highways and planning applications</li> <li>• “issues regarding housing, education, anti-social behaviour, all these have been on the increase for a number of years.”</li> <li>• Over the past 16 months during the pandemic, the volume of emails both internal to council business and also from constituents and partners has increased a lot, as there are fewer face to face meetings, and fewer informal conversations in the corridor, or at events, or when arriving at/leaving meetings and events.</li> <li>• “There is clearly a large gap between customer facing activities and the needs of residents, which leads to councillors being a part of frontline communication and case management. This is not necessarily a bad thing, however good councillors can and do carry a fair amount of the load at very little expense to the city.”</li> <li>• “We receive fewer letters and much more social media approaches. About half of my casework arrives via Facebook and Nextdoor.”</li> </ul>

	<ul style="list-style-type: none"> <li>• “Work is increasing because the public expect immediate response, and to be able to use their preferred method of communication. Now so many organisations employ large teams to run social media, many younger residents expect to be able to make their views known on social media. “The internet allows angry people to research their issues before writing to their councillors and so a lot more research is needed to respond to many constituents’ emails or letters.”</li> </ul>
26.	<p>Casework is expected to further increase over the next five years as a result of;</p> <ul style="list-style-type: none"> <li>• Increased electorate growth (forecast 176 additional electorate per current councillor in 2027). An increase of 8,469 (4.8%) in our electorate when comparing 2021 against 2027. Of the 8,469 increase in electorate it is forecast that 8,322 of those electors will come from new housing development in the city (4,190 new dwellings).</li> <li>• The overall population is due to increase by 6.1% (15,940 people) from 260,084, in 2020, to 276,024 in 2027</li> <li>• Increased demands placed upon councillors in terms of residents’ expectations. In this digital age and surge in social media means residents are contacting councillors 24/7, via a range of communications platforms, and expecting speedy/instantaneous responses to their enquiries and concerns</li> <li>• Increasing complexity of casework</li> <li>• Covid -19 pandemic prompting further interaction with councillors and requests for help and support</li> </ul>
27.	<p><b>Options for council size</b></p> <p>There is substantial evidence based on the data collated through the councillor survey and the feedback from task and finish groups, supported by core electorate and housing development data, that any reduction in councillor numbers and wards would be detrimental, particularly as;</p> <ul style="list-style-type: none"> <li>• Our councillors report that they are already busy, and that they are getting busier</li> <li>• Increased levels of projected housing development and growth across the city over the next five years will result in increased population generating additional casework</li> <li>• A reduction in the number of elected councillors from 48 would place greater pressure on elected councillors, with councillors required to attend more Council meetings (assuming the number of seats on committees and outside bodies remain at similar levels to now). This would likely lead to a reduction in level of service provided and lead to a reduction in councillors of the public seeking to take up public office</li> <li>• Survey and other recent feedback suggests three member wards work - they enable councillors to respond to the needs of their residents. It is felt that any reduction in three member wards means councillors will be picking up more casework and less able to respond to the needs of their communities</li> <li>• When comparing Southampton and its CIPFA group of similar local authorities it shows Southampton is second smallest in terms of council size. The median is 56 councillors. (See diagram below -Southampton is shown in black.)</li> </ul> <p>For these reasons it is not recommended that the council size reduces below existing levels (48 councillors and 16 wards).</p>

28.

**Appendix 4: Council Size Expected Range**



29. In view of the feedback / data outlined, which does not support a reduction in council size, councillors are therefore requested to consider the following options;

30. **Option A:**  
 That the council retains the current council size of 48 councillors and 16 wards. Feedback from the Task and Finish Group councillors, as well as councillor survey results suggests councillors feel current council size allows for effective governance (including scrutiny arrangements) and decision-making ability. The existing council size enables councillors to have other roles outside of their 'ward' commitments, including membership of other statutory council committees, as well as representation on outside bodies. Current council size arrangements also enable councillors of working age to retain a balance between fulfilling their professional working commitments and their commitments as a councillor and 'community leader'.

However, taking into account the data/ feedback previously outlined in this report relating to forecast electorate increase, increasing complexity of casework, increase in volume of casework and increased demands placed upon councillors in terms of residents' expectations, retaining the status quo (option A) is not considered a viable option.

31. **Option B/C:**  
 That the council increases its size with an additional 3 or 6 councillors representing an extra ward(s) bringing the total to 51 councillors across 17 wards or 54 councillors across 18 wards. The evidence to support an increase in council size is based upon;

- Forecast electorate numbers show an increase of 176 extra electorate per councillor by 2027 by way of a simple analogy, more residents would equate to a proportionate increase in casework handled by councillors.
- Bargate ward already has an electorate variance of 32% from the average electorate for the authority (as of December 2019) – forecasted housing development and electorate data identifies that by 2027 this variance will have further increased.



	<ul style="list-style-type: none"> <li>The complexity of casework is increasing, and councillors report complexity of casework is linked to areas of greater deprivation and need across the city. Deprivation data shows Southampton is a relatively deprived city and ranks 55th out of 317 most deprived local authorities in England. Around 12% of our population live in neighbourhoods within the 10% most deprived nationally, rising to 18% for the under 18 population, suggesting deprivation disproportionately impacts our young people in the city. Southampton is also ranked third worst in the country for crime deprivation. If deprivation levels were to worsen, this puts further pressure on councillors and their workloads and ability to represent the needs of their communities.</li> </ul> <p>Councillors report the expectation from members of the public is increasing and residents want speedy or immediate responses to their enquiries. They also report a steady surge in social media usage in recent years is resulting in additional casework being generated. The simplicity of sending 'direct messages' or posting on social media sites means councillors are being contacted 24/7 across a wide range of communications and engagement channels. This is only likely to increase and keeping up with this demand will become more difficult. In light of the evidence Option B is considered to be the most favourable option but equally there is an evidential case (not least when compared to CIPFA family members) to increase to 54 councillors across 18 wards.</p>
32.	<p><b>Electoral cycle</b></p> <p>Whilst the Commission's electoral review is concerned with ensuring electoral equality across wards and recommendations around council size, not how we vote, the Commission has given informal guidance that if the Council wished to move to a four yearly "all out" cycle of elections it would be timely to consider that now and link in with the overall review timelines.</p>
33.	<p><b>All out elections</b></p> <p>Council last considered the electoral cycle formally in 2014 and resolved to continue to vote in thirds with a fallow year in year 4. Importantly this is not an issue that the Boundary Commission will determine or advise on as the decision is a local one, but it is one that does need to be considered in the round and is timely to do so now. If the Council is minded to change its cycle the matter will be subject to public consultation and a further report brought to Council for consideration.</p>
34.	<p>There are greater costs and resource considerations related to elections by thirds, and these are summarised below. However, officers consider that there is merit in reconsidering a move to four yearly elections. Under the current situation, politicians and officers inevitably spend a substantial proportion of the year in "election mode", either formally in the pre-election period from mid March, or informally in the period prior to that, as the party in power considers carefully the initiatives and actions most likely to have a positive (or negative) impact at the ballot box. This in turn inevitably has an impact on both medium and long term strategic planning. Stability and certainty are not guarantees under a longer electoral cycle, but a different approach would arguably make it easier to take decisions on some of the long term issues that need to be planned, resolved and delivered. It is fully respected of course that there is an alternative view, particularly around more regular democratic engagement by voting in thirds; neither cycle is right or wrong it is a question of the best option for the city in the round. Feedback from both Conservative and Labour councillors (via the Task and Finish Group and councillor survey) suggests there is little appetite to come away from existing electoral arrangements and voting in thirds.</p>
35.	<p>Traditionally all-out' council elections take place on the four-yearly cycle laid out in the Local Government Act 1972. As the LGBC has confirmed that our initial set of elections</p>

based on the new warding arrangements will take place in 2023, an ongoing 'all out' electoral cycle would be synchronous with this (2023, 2027, 2031, etc.). The Local Government Act 1972 also established that a cycle of 'fallow' years for those councils that elect by thirds would be in the year when the election of county councillors takes place. Under our current by-thirds arrangements our fallow years have followed the timetable for the Hampshire County Council's elections.

36.

The benefits of all out elections can be summarised as;

- Given the annual elections generate the need to respond to the focus upon a period of formal and informal 'election mode' work there may be "opportunity cost" savings to be gained through increased productivity of the organisation on direct casework and delivery of priorities rather than the required pause on some projects and initiatives during the pre election period of 6 weeks prior to the election.
- If the council decides to move to 'all out elections' we can essentially have any number of councillors split across our chosen number of wards and will not necessarily be tied to 3 councillor wards, however differing numbers per ward may cause more confusion and difficulty in justifying
- There will be significant budget savings, after allowing for ad-hoc by-elections over the term, the cost of running an election (in thirds) in Southampton is approx. £280k per annum and this includes staffing costs for employing poll clerks, presiding officers, count staff, hiring polling stations, the cost of printing ballot papers, postage of postal votes, equipment hire etc. Whilst we can recoup a large proportion of our costs when we run a national election, the costs of all local elections fall to the local authority
- The anticipated cost saving of changing from thirds to all outs are £880k over an eight year period (as identified in the table below). It should be noted that with all-out elections there is likely to be an increase in the number of casual vacancy/by-elections in any given year. The costings provided below include an average of two by-elections each year (£40k each) for the all-out electoral cycle. No national elections are included in the projections and where these take place at the same time as local elections a significant proportion of local costs are covered by the Government. It should also be noted that all-out elections cost more than our current arrangements. Currently up to 5/6 candidates ordinarily stand for election in each ward; with all-out elections this could increase three-fold, which would result in increased ballot paper printing costs. Similarly, the time and resources required for counting votes at multiple vacancy elections are significantly more than for single vacancy elections. As such, the projected cost of an all-out election across the city would increase from £280k to £320k and this has also been reflected in the table.
- Column 2 in the table below shows the cost of a standard four-yearly cycle of elections by thirds, starting from all-out elections in 2023 following the implementation of the electoral review. Column 3 shows the costs of all out elections, taking into consideration any by-elections that may occur.

	Cost of Thirds (£) V1	Cost of all out elections (£)
2023	320k	320k
2024	Fallow	80k

		2025	280k	80k
		2026	280k	80k
		2027	280k	320k
		2028	Fallow	80k
		2029	280k	80k
		2030	280k	80k
		2031	280k	320k
		2032		
		Total estimated nett cost	£2M	£1.12M
	<ul style="list-style-type: none"> <li>• If councillors vote to increase council size and keep 3 member wards in place, the cost of this could be partly offset by moving to 'all out' elections every 4 years rather than voting in thirds.</li> <li>• All out elections every 4 years would generate a review around the resources needed to administer the service.</li> </ul>			
<b>RESOURCE IMPLICATIONS</b>				
<b><u>Capital/Revenue</u></b>				
37.	The resource implications in terms of <b>Option B</b> would be the funding of a further 3x councillors (payment of their basic annual allowance), as well as any additional expenses incurred (these are minor and rarely claimed or incurred). The basic allowance rate (£13,344) including National Insurance contributions is approx. £15,185 per councillor per annum. This would mean an additional annual cost of £45,555 pa plus expenses, increased by the living wage increase each year. The resource implications in terms of <b>Option C</b> would be the funding of a further 6x councillors (payment of basic annual allowance), as well as any additional expenses incurred. This would mean an addition annual cost of £91,110 plus expenses.			
38.	An additional budget for IT, telephone and training etc would be required of circa £6,900 for three new councillors or £13,800 for 6 new councillors. <b>Option A</b> presents no increased resource implications.			
<b><u>Property/Other</u></b>				
39.	There are no property considerations as part of the Local Government Boundary Commission Electoral Review.			
<b>LEGAL IMPLICATIONS</b>				
<b><u>Statutory power to undertake proposals in the report:</u></b>				
40.	Local Democracy, Economic Development and Construction Act 2009 (Sec 56) provides that the Local Government Boundary Commission for England must from time to time conduct a review of electoral arrangements of each principal council in England.			
<b><u>Other Legal Implications:</u></b>				
41.	None to report			
<b>RISK MANAGEMENT IMPLICATIONS</b>				
42.	The risks involved in relation to council size differs depending on the option chosen.			

43.	If <b>Option A</b> is recommended as part of our council size submission, then the risk of the council staying with 48 councillors across 16 wards is that councillors will become even busier over the next five years as a result of increased development and electorate size, continuing trend of more complex casework; coupled with increasing expectation from members of the public and the link to social media contact. This could mean councillors have less time to represent their constituents as effectively and less time to dedicate to those in need. Additionally, it may prove a disincentive in attracting candidates.
44.	If <b>Option B or C</b> is recommended the risk is that the council is spending more on councillors. This may have a reputational impact at a time when the authority has significant budget pressures. The counter argument to this being that with further budget savings to be made, the authority may have less staff in the future to respond to concerns within communities, and that a small increase in additional councillors will become more important in ensuring communities are represented and the voices and needs of local people are heard.
<b>POLICY FRAMEWORK IMPLICATIONS</b>	
45.	None

<b>KEY DECISION?</b>	<b>No</b>
<b>WARDS/COMMUNITIES AFFECTED:</b>	Potentially, depending on recommendation and Boundary Commission decision
<u>SUPPORTING DOCUMENTATION</u>	
<b>Appendices</b>	
1.	Council Size Submission

#### Members' Rooms Documents

1.	<b>Population and electorate forecast methodology</b>
2.	<b>Terms of Reference Joint Commissioning Board</b>
3.	<b>Policy Framework summary</b>
4.	<b>Committee structure diagram</b>
5.	<b>Cabinet functions</b>
6.	<b>Cabinet commitments</b>
7.	<b>Scrutiny Handbook</b>
8.	<b>List of committees and frequency of meetings</b>
9.	<b>Outside Bodies list - council and cabinet</b>
10.	<b>Electoral Review – Councillor Survey results</b>
11.	<b>Member Induction and Development programme overview</b>
12.	<b>Councillor attendance at meetings 2020/21</b>

#### Equality Impact Assessment

<b>Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.</b>	<b>No</b>
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<b>Data Protection Impact Assessment</b>		
<b>Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out.</b>		<b>No</b>
<b>Other Background Documents</b>		
<b>Other Background documents available for inspection at:</b>		
<b>Title of Background Paper(s)</b>	<b>Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)</b>	
1.		
2.		

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## Council Size Submission

Southampton City Council

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## How to Make a Submission

It is recommended that submissions on future governance arrangements and council size follow the guidance provided and use the format below as a template. Submissions should be treated as an opportunity to focus on the future needs of the council and not simply describe the current arrangements. **Submissions should also demonstrate that alternative council sizes have been considered in drawing up the proposal and why you have discounted them.**

The template allows respondents to enter comments directly under each heading. It is not recommended that responses be unduly long; as a guide, it is anticipated that a 15 to 20-page document using this template should suffice. Individual section length may vary depending on the issues to be explained. Where internal documents are referred to URLs should be provided, rather than the document itself. It is also recommended that a table is included that highlights the key paragraphs for the Commission's attention.

'Good' submissions, i.e. those that are considered to be most robust and persuasive, combine the following *key success components* (as set out in the guidance that accompanies this template):

- Clarity on objectives
- A straightforward and evidence-led style
- An understanding of local place and communities
- An understanding of councillors' roles and responsibilities

## About You

The respondent should use this space to provide the Commission with a little detail about who is making the submission, whether it is the full Council, Officers on behalf of the Council, a political party or group, a resident group, or an individual.

This submission is made by the whole Council. The matter has been discussed and considered in detail by a cross political party task and finish group over the summer months and subject to a full report to Council in September 2021

## Reason for Review (Request Reviews Only)

Please explain the authority's reasons for requesting this electoral review; it is useful for the Commission to have context. *NB/ If the Commission has identified the authority for review under one of its published criteria, then you are not required to answer this question.*

Southampton City Council was last subject to an electoral review approximately 20 years ago. It is a periodic review and Southampton meets the Commission's intervention criteria for electoral inequality with 3 of 16 (18.5%) wards having a variance outside 10%. One ward (Bargate) has a variance outside 30%. The largest variances are Bargate ward (32%) and Swaythling ward (-15%).

## The Context for your proposal

Your submission gives you the opportunity to examine how you wish to organise and run the council for the next 15 - 20 years. **The consideration of future governance arrangements and council size should be set in the wider local and national policy context.** The Commission expects you to challenge your current arrangements and determine the most appropriate arrangements going forward. In providing context for your submission below, please demonstrate that you have considered the following issues.

- When did your Council last change/reorganise its internal governance arrangements and what impact on effectiveness did that activity have?
- To what extent has transference of strategic and/or service functions impacted on the effectiveness of service delivery and the ability of the Council to focus on its remaining functions?
- Have any governance or capacity issues been raised by any Inspectorate or similar?
- What influence will local and national policy trends likely have on the Council as an institution?
- What impact on the Council's effectiveness will your council size proposal have?

Like most upper tier authorities, the most significant change Southampton has embraced was as a result of the Local Government Act 2000 when we moved to a Leader and Cabinet model. Since this time, the council has finessed its governance arrangements and streamlined; bringing the former Audit and Governance Committees into one Governance Committee, which also encompasses employment matters. This has improved efficiency and reduced the amount of time members are spending attending committees.

In addition, we have worked closely with our health partners to create a Joint Commissioning Board which is focused around delivery of integrated health and wellbeing commissioning and meeting our aim of transforming the delivery of care in Southampton, so that it is better integrated, delivered as locally as possible, person-centred and with an emphasis on prevention and intervening early to prevent escalation. This board has been in place since 2017 and in light of the abolition of the Southampton CCG in the last year, and a new county-wide CCG replacing it, we are currently undertaking a fundamental review of the JCB and associated governance arrangements and related, complimentary, and integrated health functions. We will ensure robust and revised governance are in place (and in shadow form if needs be), and in place for full decision making by April 2022.

We work closely with other Hampshire authorities to ensure holistic arrangements are in place for spatial planning, regional and sub regional transport requirements etc. Primarily this is through delegated joint committee arrangements such as Partnership for South Hampshire, Solent Transport, Transport for the South East etc.

We have actively sought combined authority status with other south coast authorities but to date this has not come to fruition. It is likely that these conversations will recommence not least on the back of the newly acquired Freeport status and recently announced opportunities by the Prime Minister.

The transfer of public health functions to the Council has worked well and aided the integrated working between the health and local authority sector. This has, of course, been evidenced over the last 18 months during the Covid 19 epidemic and enabled fleet footed, evidence-based decisions to be made during a constantly changing environment.

The council last took part in an LGA peer review in July 2013, which did not result in any recommendations relating to our governance arrangements or committee structure.

### Local Authority Profile

**Please provide a short description of the authority and its setting, in particular the local geography, demographics and community characteristics.** This should set the scene for the Commission and give it a greater understanding of any current issues. The description should cover all of the following:

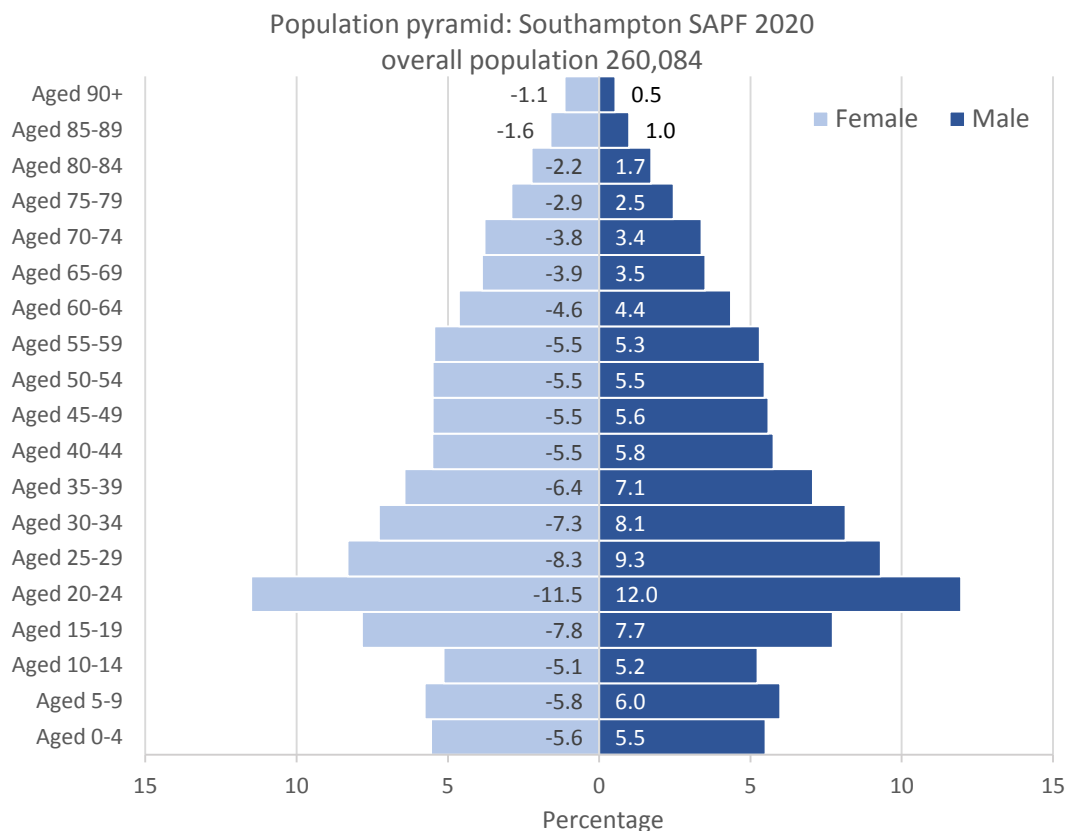
- Brief outline of area - are there any notable geographic constraints for example that may affect the review?
- Rural or urban - what are the characteristics of the authority?
- Demographic pressures - such as distinctive age profiles, migrant or transient populations, is there any large growth anticipated?
- Community characteristics – is there presence of “hidden” or otherwise complex deprivation?
- Are there any other constraints, challenges, issues or changes ahead?

Further to providing a description, the Commission will be looking for a submission that demonstrates an understanding of place and communities by putting forth arguments on council size based upon local evidence and insight. For example, how does local geography, demographics and community characteristics impact on councillor casework, workload and community engagement?

Southampton is an urban environment with a significant number of green spaces and the River Itchen dividing the city in half. It covers 49.8km<sup>2</sup>. The council maintains over 416 miles of highways and 53 parks and over 147 other green spaces and 75 eco areas “managed for wildlife” which cover over 95 hectares. The council have recorded 55,000 council owned trees (estimated 267,000 within total urban forest) and 290 hectares of woodland. The council has 3 Green Flag awards for St. James Park, Riverside Park and the 5 Central Parks (as a collective award)

There are 109,210 properties in Southampton of which 51% owner occupied, 25% private rented and 24% social rented (2011 Census). Southampton City Council manages 15,691 council houses. Between May 2020 and April 2021 there have been 987 planning applications. The average house price in Southampton, in April 2021 is £217,646.

According to the Hampshire County Council Small Area Population Forecasts Southampton's population is 260,084. (source SAPF 2020-based)



Source: Hampshire County Council: Small Area Population Forecasts (SAPF) 2020-base

Southampton's over 65 population is forecast to increase by 15.7% (5,729 people) between 2020 and 2027. The overall population is due to increase by 6.1% (15,940 people) from 260,084, in 2020, to 276,024 in 2027.

In May 2021 in Southampton there were 29,816 (16.7% of the working ages population) people claiming Universal Credit, the impact of COVID-19 is reflected in these numbers. In January 2020 there was only 15,604 people claiming Universal Credit this was 8.8% of the working age population.

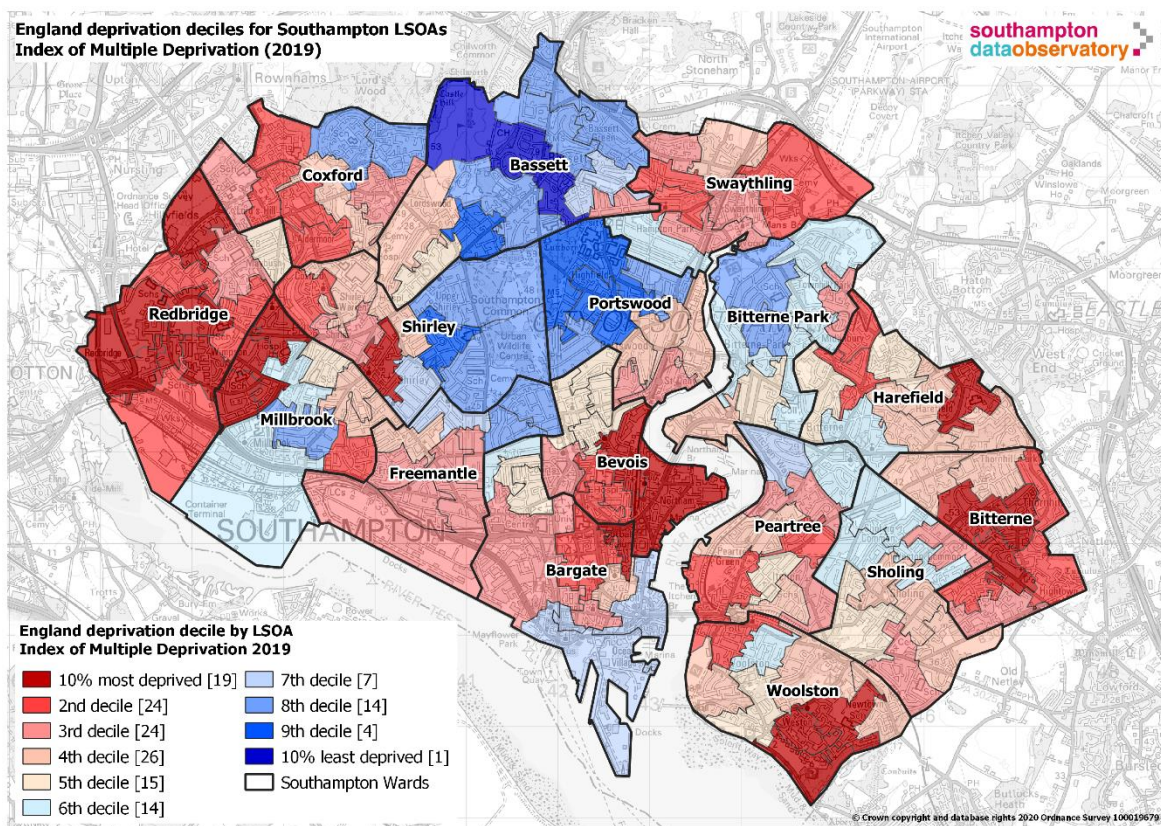
When looking at the Claimant Count (job seekers allowance claimants and those individuals claiming Universal Credit who are actively seeking work) in May 2021 there are 11,275 (6.3%) people claiming compared 3.0% in January 2020. Some of this increase is probably related to COVID-19 and job furlong and people being made redundant.

Southampton has about 3,500 supported housing properties which have pull cords available and runs a 60+ support service has provided Housing Related Support to over 474 clients during 2020/21. There are also 1,362 monthly support plans were delivered by Housing Support Workers supporting older vulnerable residents and 389 Extra Care properties in the city.

One of the challenges that has affected the whole country as well as Southampton has been the COVID-19 pandemic. In Southampton we have had 15,708 cases since 30<sup>th</sup> January 2020. And unfortunately, 389 deaths. As Southampton comes out of the pandemic

into the endemic COVID-19 world we have the challenge of working together to improve the situation in Southampton.

The Index of Multiple Deprivation (IMD 2019) illustrates how Southampton continues to be a relatively deprived city. Based on average deprivation rank of its neighbourhoods (LSOAs), Southampton is now ranked 55th (where 1 is the most deprived) out of 317 local authorities; more deprived than the comparator cities of Bristol (82nd), Leeds (92nd) and Sheffield (93rd). Southampton has 19 Lower Super Output Areas within the 10% most deprived in England and one in the 10% least deprived.



Overall, there has been very little change in relative deprivation levels in Southampton compared to other local authorities in England since the last IMD in 2015, with Southampton remaining a relatively deprived city. Some of the main findings from the IMD (2019) are outlined below:

- Of the 317 Local Authorities in England, Southampton is ranked 55th (previously 54th) most deprived based on average rank of LSOAs and 61st (previously 67th) most deprived based on average score of LSOAs
- The fact that Southampton appears to be more deprived based on the average rank measure (55th nationally and 2nd amongst comparators), illustrates how Southampton is more uniformly deprived rather than being highly polarised (i.e. extremes of deprivation)
- Southampton has 19 LSOAs within the 10% most deprived in England (same as in 2015) and one LSOA in the 10% least deprived in England (previously zero in 2015)

- Around 12% of Southampton’s population live in neighbourhoods within the 10% most deprived nationally; this rises to 18% for the under 18 population, suggesting deprivation disproportionately impacts upon young people in the city
- Over 45% of Southampton’s population live in neighbourhoods within the 30% most deprived nationally (around 117,000 people)
- At neighbourhood level, approximately half of the LSOAs in Southampton have become more deprived (77/148; 52%) since 2015, whilst half have become less deprived
- The five most deprived neighbourhoods in Southampton are in Bargate (Golden Grove), Weston (International Way), Weston (Kingsclere Avenue), Thornhill (Lydgate Road) and Millbrook (Lockerley Crescent)
- Southampton is ranked 3rd worst in the country for crime deprivation and is in the worst 20% of local authorities for 5 other deprivation domains

Nearly 7,000 children under 5 use our city’s children’s centres (over 14,000 visits per year) and we look after approximately 490 children who are in our care.

Southampton has approximately 40,000 students living in the city and attending the higher education facilities. The University of Southampton is ranked 15<sup>th</sup> and Solent University is ranked 120<sup>th</sup> in the 2021 league tables.

There are 8,310 businesses in Southampton, looking at the wider Travel to Work Area Southampton is ranked 3<sup>rd</sup> for good growth and recovery from the impacts of COVID-19.

### Council Size

The Commission believes that councillors have three broad aspects to their role. These are categorised as: **Strategic Leadership, Accountability (Scrutiny, Regulatory and Partnerships), and Community Leadership**. Submissions should address each of these in turn and provide supporting evidence. Prompts in the boxes below should help shape responses.

### Strategic Leadership

Respondents should provide the Commission with details as to how elected members will provide strategic leadership for the authority. Responses should also indicate how many members will be required for this role and why this is justified. **Responses should demonstrate that alternative council sizes have been explored.**

Topic		
<b>Governance Model</b>	<i>Key lines of explanation</i>	➤ <i>What governance model will your authority operate? e.g. Committee System, Executive or other?</i>

		<ul style="list-style-type: none"> <li>➤ <i>The Cabinet model, for example, usually requires 6 to 10 members. How many members will you require?</i></li> <li>➤ <i>If the authority runs a Committee system, we want to understand why the number and size of the committees you propose represents the most appropriate for the authority.</i></li> <li>➤ <i>By what process does the council aim to formulate strategic and operational policies? How will members in executive, executive support and/or scrutiny positions be involved? What particular demands will this make of them?</i></li> <li>➤ <i>Whichever governance model you currently operate, a simple assertion that you want to keep the current structure does not in itself, provide an explanation of why that structure best meets the needs of the council and your communities.</i></li> </ul>
	<p>Analysis</p>	<p><b>Southampton City Council</b>  Southampton has 48 elected members (over 16 wards) elected in thirds and operates a Leader and Cabinet structure. Following local elections in May 2021 the political make-up of the council is 25 Conservative and 23 Labour.</p> <p><b>Leader and Cabinet model</b></p> <p>The council has operated a Leader and Cabinet model since 2002. There are a few discrete delegations where cabinet members can make decisions individually for their portfolio areas primarily in Education and Health and Adult Social Care, although the majority of decisions are made by the whole cabinet at monthly cabinet meetings and decisions must be in accordance with the budget and plans within the Policy Framework (<a href="#">see Appendix 3</a>) all of which have been agreed by Council. This makes for clear, transparent, decision-making and strong accountability. Further information on the functions and the role of cabinet are outlined in the council's <a href="#">Constitution</a>.</p> <p>The Leader's role is to provide clear political leadership for the city and the council and is elected at the AGM following elections in May. The Leader is responsible for appointing a cabinet (executive) of no fewer than three and no more than ten councillors (including themselves) and determining a scheme of delegation for executive functions. The Leader chooses their cabinet and collectively cabinet set clear and realistic direction (reflected in the council's <a href="#">Corporate Plan</a> and financial strategy), as well as</p>

defining corporate priorities and ensuring they are reflected in the budget and other planning and decision-making processes. The council also has an extensive scheme of delegations to officers as set out in the Constitution which is regularly reviewed to ensure it is fit for purpose.

Before the Leader and Cabinet model, the council operated a committee structure, which was found to be cumbersome with double referrals and multiple debates often occurring. A change in governance structure and implementation of a directly-elected Mayor was previously considered by the council some years ago as part of a combined authority submission to central government, but it is not considered that a move to this alternative governance structure will add any further value or democratic accountability at this time. To that end the council can see no merit in changing this currently and does not intend to move away from the tried and trusted Leader and Cabinet model. It is noted that devolution is back on the Government's agenda and the Council's new Administration is currently reviewing its position.

#### **Full Council**

Full Council is held every other month and is attended by all 48 members and chaired by the Mayor of Southampton.

Since the pandemic Full Council (and most other decision-making meetings) are live streamed to ensure easy accessibility, openness, and transparency. Extraordinary Council meetings are held, as required, to consider any urgent business and the council's AGM is held after the election every May when the Leader and cabinet members are elected, along with representatives of outside bodies. The purpose of Full Council is to set the budget and council tax and it makes important decisions that affect the whole council, as well as agreeing the Policy Framework including important plans (such as the Local Transport Plan and Community Care Plan). Members of the public can attend and are actively encouraged to submit questions or deputations. The agenda also includes tabled questions from elected members to be asked and this opportunity is ordinarily well used with circa 100 questions each year. All are published, as are the answers that are given. An overview of Full Council's purpose can be found here in our [Constitution](#).



		<p><b>Committee structure</b> The council operates several other committees (predominantly statutory) ranging from centralised planning and licensing committees to Overview and Scrutiny Management Committee and our Governance Committee. There is a slim committee structure in place, with all committees busy and fully utilised. A full overview of our committee structure is available in <a href="#">Appendix 4</a>.</p> <p><b>Strategic and operational policy</b> Policy formulation is an integral part of the Terms of Reference for the Overview and Scrutiny function (<a href="#">as outlined here in the Constitution</a>). Major policies are also considered by Full Council whereby all 48 members may contribute.</p>
<b>Portfolios</b>	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> <li>➤ <i>What portfolios will there be?</i></li> <li>➤ <i>What will the role of a portfolio holder be?</i></li> <li>➤ <i>Will this be a full-time position?</i></li> <li>➤ <i>Will decisions be delegated to portfolio holders? Or will the executive/mayor take decisions?</i></li> </ul>
	Analysis	<p><b>Portfolios</b> There are currently nine cabinet members with each cabinet lead having responsibility for an individual portfolio. The composition has fluctuated over the years depending on the Leader’s preference and corporate priorities. For example, in 2018 the then Leader added a discrete “Green City” portfolio to concentrate on the Council’s Green City and environmental agenda including the Clean Air strategy. Southampton’s current cabinet portfolios are;</p> <ul style="list-style-type: none"> <li>• Leader</li> <li>• Deputy Leader and Cabinet Member for Growth</li> <li>• Cabinet Member for Finance and Capital Assets</li> <li>• Cabinet Member for Environment</li> <li>• Cabinet Member for Communities, Culture and Heritage</li> <li>• Cabinet Member for Health and Adult Social Care</li> <li>• Cabinet Member for Children’s Social Care</li> <li>• Cabinet Member for Education</li> <li>• Cabinet Member for Customer Service and Transformation</li> </ul> <p>More information on our cabinet portfolios can be found <a href="#">here</a>. Except for the Leader, no cabinet positions are full time. Save for some adult social care and education matters, no individual decision making is delegated to cabinet members and all cabinet member decisions are made at monthly cabinet meetings. More</p>

		<p>information on cabinet responsibilities is outlined in <a href="#">Appendix 5</a>.</p> <p>Cabinet members play an active role in attending Full Council, giving updates to questions in relation to their portfolios raised by fellow councillors or members of the public. They are required to attend the council's Overview and Scrutiny Management Committee and give updates on the status and performance of their portfolios. They can also be scrutinised on decisions made by the Executive through the 'call in' process.</p> <p>Cabinet meetings occur monthly and are open to members of the public and live streamed, which ensures public accountability. Cabinet members also attend monthly (internal) cabinet member briefings. These are not formal decision-making bodies, but informal meetings designed to discuss, in confidence, any emerging issues, policies, strategies, major and sensitive political issues. Shadow cabinet member briefings also take place regularly but are less formal.</p> <p>The Council has, in its view, a fit for purpose decision making and scrutiny structure which it regularly reviews and refines. LGA Peer Reviews in 2013 and 2017 have not commented adversely on the structures in place. The call on members time to attend meetings is, in the round, manageable. Other calls on members time as presented later in this submission are greater drivers.</p> <p>More information on cabinet member commitments and time spent attending meetings and briefings can be found in <a href="#">Appendix 6</a>.</p>
<b>Delegated Responsibilities</b>	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> <li>➤ <i>What responsibilities will be delegated to officers or committees?</i></li> <li>➤ <i>How many councillors will be involved in taking major decisions?</i></li> </ul>
	Analysis	<p>Southampton has a comprehensive scheme of delegation which is reviewed by the Monitoring Officer annually (and in year as needs be) and considered at the AGM. The Financial Procedure Rules (FPRs) and key decision thresholds dictate what cannot be decided by officers and form part of our Constitution. The FPRS were substantially rewritten this year, streamlined and adopted by Council at the AGM. All</p>

		<p>officer decisions must of course be within policy and budget.</p> <p>Full Council takes all decisions on the policy framework, budget etc.</p>
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### Accountability

Give the Commission details as to how the authority and its decision makers and partners will be held to account. The Commission is interested in both the internal and external dimensions of this role. **Responses should demonstrate that alternative council sizes have been explored.**

Topic	
Internal Scrutiny	The scrutiny function of authorities has changed considerably. Some use theme or task-and-finish groups, for example, and others have a committee system. Scrutiny arrangements may also be affected by the officer support available.
Key lines of explanation	<ul style="list-style-type: none"> <li>➤ <i>How will decision makers be held to account?</i></li> <li>➤ <i>How many committees will be required? And what will their functions be?</i></li> <li>➤ <i>How many task and finish groups will there be? And what will their functions be? What time commitment will be involved for members? And how often will meetings take place?</i></li> <li>➤ <i>How many members will be required to fulfil these positions?</i></li> <li>➤ <i>Explain why you have increased, decreased, or not changed the number of scrutiny committees in the authority.</i></li> <li>➤ <i>Explain the reasoning behind the number of members per committee in terms of adding value.</i></li> </ul>
Analysis	Scrutiny is widely acknowledged as being the 'cornerstone' of transparent decision-making at Southampton. Scrutiny has a specific statutory basis under Part 1A of the Local Government Act 2000, which introduced executive arrangements for local authorities. The council operates an Overview and Scrutiny Management Committee (OSMC) supported by two sub committees, The Health Overview Scrutiny Panel and the Children and Families Scrutiny Panel. The council also holds an annual scrutiny enquiry. The Scrutiny Inquiry Panel is legally a sub-committee of the Overview and Scrutiny Management Committee, with responsibility for undertaking scrutiny inquiries in accordance with a programme developed by OSMC.

The current core scrutiny arrangements have been in place since the Leader and Cabinet model was adopted in 2002 and ordinarily works very effectively. They have been finessed over the years to allow for the health overview function and other legislative changes.

### **Overview and Scrutiny Management**

The Overview and Scrutiny function is a key component of the Council's democratic system. One of its principal roles is to hold the Executive to account by;

- Questioning and evaluating Executive actions, both before and after decisions are taken
- Monitoring the performance and financial management of the council
- Developing and reviewing policies, including the Policy Framework and budget strategy
- Making reports and recommendations on any aspect of council business (ie non-executive functions) and other matters that affect the city and its residents.

Overview and Scrutiny is a key mechanism for enabling councillors to represent their constituents' views to the executive to inform policy development. Southampton's overview and scrutiny bodies review local authority policies and matters of local concern/interest and make recommendations to the executive and Full Council. In addition, through the "call-in" procedure, scrutiny members can require the executive to publicly defend and, if necessary, reconsider important decisions.

The role of the Overview and Scrutiny Management Committee (OSMC) is set out in paragraph 8 of the council's Overview and Scrutiny Committee Handbook ([See Appendix 7](#)) and is responsible for:

- Setting the overall Scrutiny agenda
- Setting and monitoring standards for Scrutiny
- Establishing Scrutiny Panels
- Preparing a Scrutiny Inquiry Programme
- Scrutiny of all corporate and resource management issues
- The exercise of all decisions called in
- Scrutiny of the Forward Plan
- Monitoring performance and budgets
- Considering, at least once a year, actions undertaken by the responsible authorities on the Safe City Partnership
- Responding to the Councillor Call for Action with the exception of health matters where the Health Overview and Scrutiny Panel will respond
- Engaging with the Leader of the Council and appropriate members of Southampton Connect in State of the City debates.

	<p>The Health Overview and Scrutiny Panel is responsible for undertaking the statutory scrutiny of health across Southampton. The Children and Families Scrutiny Panel is responsible for undertaking the scrutiny of services for children and families across Southampton.</p> <p>To ensure an effective scrutiny process, the Chair is held by the opposition (by convention) and membership is weighted in favour of the opposition. In addition, the council has external co-opted members on some Scrutiny Panels (Health and Wellbeing and Children and Learning). This demonstrates the council’s commitment to openness, transparency and true scrutiny. This approach has been in place since 2002 and is supported by all political parties and allows for a wide range of opinions to be heard (including a clear and strong emphasis on public engagement).</p> <p>Overview and Scrutiny Management Committee meets monthly and membership of the panel is currently nine members (five Labour and four Conservative). Committee and panel chairs ensure that items of business are prioritised on the agenda, and that the meeting is conducted in a brisk and business-like manner, without compromising the ability to review agenda items. It should be noted that, by convention, the opposition has more seats on the committee and has the Chair. This aids true scrutiny. Meetings ordinarily do not exceed two hours but in recent times have become slightly longer given the nature of the business on the agenda and required political scrutiny. Cabinet members are not permitted to be members of Overview and Scrutiny, or its sub-committees.</p> <p><b>Task and Finish Groups</b></p> <p>Task and Finish groups are established on a ‘needs’ basis and participation is good. The council’s annual scrutiny enquiry always attracts keen member interest and a willingness to participate. The most recent enquiry being ‘Carer Friendly Southampton.’</p>
<b>Statutory Function</b>	<p>This includes planning, licensing and any other regulatory responsibilities. Consider under each of the headings the extent to which decisions will be delegated to officers. How many members will be required to fulfil the statutory requirements of the council?</p>
<b>Planning</b>	<i>Key lines of explanation</i>
	<ul style="list-style-type: none"> <li>➤ <i>What proportion of planning applications will be determined by members?</i></li> <li>➤ <i>Has this changed in the last few years? And are further changes anticipated?</i></li> <li>➤ <i>Will there be area planning committees? Or a single council-wide committee?</i></li> </ul>

		<ul style="list-style-type: none"> <li>➤ <i>Will executive members serve on the planning committees?</i></li> <li>➤ <i>What will be the time commitment to the planning committee for members?</i></li> </ul>
	Analysis	<p>Southampton operates a centralised Planning and Rights of Way Committee and a separate Licensing Committee (with discrete ad-hoc sub committees and panels to deal with revocation, review of licences etc).</p> <p>Several years ago, an area-based approach was piloted; planning decisions were determined at either east or west planning committee with members on opposite sides of the city making decisions on planning applications. However, the authority moved to a single, centralised, planning committee several years ago after concluding that east and west arrangements were no longer necessary, or working in a timely way, due to statutory determination periods. They did not appear to add to the quality of decision making or add any local community knowledge or advantage.</p> <p>There is an extensive scheme of delegation for both statutory functions which works well and this is reviewed at least annually. Major and contentious planning applications or issues are placed before members. The trigger for contentious applications is either five+ public representations against the recommendation of the planning officer, or three if the application is a departure from the Local Plan, (all must be from the same ward) or a 'call in' from one of the ward councillors.</p> <p>Approximately 2.5% of all planning applications are determined by the Council's Planning and Rights of Way Committee. There has been no substantial change to this in the last few years and there is no expected change for the future.</p> <p>Considering the urban and tight geographical nature of the city there are no area committees for any function, nor is there seen to be any compelling reason to implement this change. The single council wide Planning and Rights of Way Committee is considered effective and should continue.</p> <p>Executive members by convention do not sit on quasi-judicial committees so as to have "clear water" and transparency regarding policy setting and decision making on discrete matters. Planning Committee members are expected to attend training sessions held after annual council and as required. They are also expected to;</p> <ul style="list-style-type: none"> <li>[a] have read all planning committee reports</li> <li>[b] attend any relevant pre- committee briefings</li> <li>[c] familiarise themselves with application material (available</li> </ul>

		<p>on-line) [d] attend and participate in committee meetings.</p> <p>The Chair will have a pre-meeting briefing and occasional meetings with the Executive Director and Head of Planning.</p>
<b>Licensing</b>	Key lines of explanation	<ul style="list-style-type: none"> <li>➤ <i>How many licencing panels will the council have in the average year?</i></li> <li>➤ <i>And what will be the time commitment for members?</i></li> <li>➤ <i>Will there be standing licencing panels, or will they be ad-hoc?</i></li> <li>➤ <i>Will there be core members and regular attendees, or will different members serve on them?</i></li> </ul>
	Analysis	<p>The council's Licensing Committee sits to determine and adopt policy. It delegates its other functions to two sub committees, one that deals with the Licensing Act and Gambling Act matters and the other for the remaining licensing functions (predominantly tax licensing).</p> <p>The constitution has an officer scheme of delegation to allow for determinations and sub-committee deal with more contentious determinations.</p> <p>Licensing Committee (2003 and 2005 Acts) must be made up of a minimum of ten members and from this group there are two sub committees to deal with different aspects of licensing. The sub committees normally sit with three members done on a rota basis but ordinarily with the Chair of Licensing Committee for continuity.</p> <p>We would expect to hold two Licensing Committee meetings each year and including reading papers and attending the meeting the average time is likely to be around five hours for each meeting.</p> <p>Licensing (Licensing and Gambling) Sub Committee is scheduled to be held weekly but is often cancelled due to lack of business. We expect approximately 12 to take place in an average year but are already at 16 in 2021. Including reading papers and attending the hearing, member time will be approximately eight hours each hearing.</p> <p>Licensing (General) Sub Committee is held as and when required and we anticipate approximately five each year.</p>
<b>Other Regulatory Bodies</b>	Key lines of explanation	<ul style="list-style-type: none"> <li>➤ <i>What will they be, and how many members will they require?</i></li> <li>➤ <i>Explain the number and membership of your Regulatory Committees with respect to greater delegation to officers.</i></li> </ul>
	Analysis	<p><b>Governance Committee</b></p> <p>The council operates a Governance Committee appointed by the Council under the Local Government Act 1972 and Localism Act 2011 to maintain and promote a culture of</p>

openness, accountability and probity in order to ensure the highest standards of conduct of councillors and staff. It meets six times a year and consists of seven members. Certain functions of the committee are delegated to officers.

The remit of Governance Committee includes;

- Leading on the Council's duties under Chapter 7 of the Localism Act 2011 to design, implement, monitor, approve and review the standards of ethics and probity of the council, both for councillors and employees. The committee's powers include responding to consultation documents and the promulgation of codes of conduct but the adoption and revisions to the local members code of conduct are reserved to Full Council.
- To lead on all aspects of corporate governance by promoting the values of putting people first, valuing public service and creating a norm of the highest standards of personal conduct.
- To oversee and manage programmes of guidance, advice and training on ethics, standards and probity for councillors and employees and on the Members Code of Conduct.
- To be responsible for the council's register of members' interests and to receive reports from the Monitoring Officer and Head of Legal, HR and Democratic Services on the operation of the register from time to time.
- To be responsible for written guidance and advice on the operation of the system of declarations of members' interests and to receive reports from the Monitoring Officer on the operation of the system of declarations from time to time.
- To establish, monitor, approve and issue advice and guidance to councillors on a system of dispensations to speak on, or participate in, matters in which they have interests and give dispensation in appropriate cases.
- To exercise the functions of the council in relation to the ethical framework, corporate governance and standards of conduct of joint committees and other bodies.
- To establish a Standards Sub-Committee to investigate and determine appropriate action in respect of alleged breaches of the Members Code of Conduct.
- To receive regular reports on the performance of the corporate complaints process, Local Government Ombudsman referrals, Annual Governance Statement and Code of Corporate Governance and to recommend revisions to related policies and procedures as appropriate.



The committee also plays an audit role in providing independent assurance on the adequacy of the risk management framework and the internal control and reporting environment, including the reliability of the financial reporting process and the annual governance statement.

- To be satisfied and provide assurance that appropriate action is being taken on risk and internal control related issues identified by the internal and external auditors and other review and inspection bodies.
- To receive, and make recommendations on, such reports as are required in relation to all audit matters including the Annual Audit Plan.

The committee has responsibility for oversight of and provision of assurance on the following functions:

- ensuring that council assets are safeguarded
- maintaining proper accounting records
- ensuring the independence, objectivity and effectiveness of internal and external audit
- the arrangements made for cooperation between internal and external audit and other review bodies
- considering the reports of internal and external audit and other review and inspection bodies
- the scope and effectiveness of the internal control systems established by management to identify, assess, manage and monitor financial and nonfinancial risks (including measures to protect against, detect and respond to fraud).

The work of the council's Standards Sub Committee and Appeals Sub Committee has been amalgamated into the Governance Committee in recent years and subsequently the committee also assesses written allegations that a member, or co-opted member (or former member or co-opted member) of the Council has failed, or may have failed, to comply with the Members Code of Conduct in accordance with Chapter 7 Localism Act 2011 and administers sanctions where appropriate. To date they have not needed to hear any referrals from the Monitoring Officer.

#### **Chief Officer Employment Panel**

Southampton operates a Chief Officer Employment Panel which meets as required to appoint chief and statutory officers. It has the power to appoint and dismiss on capability grounds as permitted under legislation, the Head of Paid Service, statutory and non-statutory chief officers and deputy chief officers in accordance with the council's Officer Employment Procedure Rules.

	<p>COEP has delegated the appointment and dismissal of deputy chief officers to the Chief Executive and Executive Directors as appropriate. The Chief Executive, Executive Directors, statutory and chief Officers will continue to be appointed (and where necessary dismissed) by COEP subject to statutory procedures.</p> <p>Whilst named members are appointed to the committee, it is agreed locally that the relevant cabinet member for the service area to which the officer is being appointed, will ordinarily take the place of the Deputy Leader and Cabinet Member for Customer Service and Transformation, if appropriate.</p>
<p><b>External Partnerships</b></p>	<p><b>Health and Wellbeing Board</b></p> <p>Our Health and Wellbeing Board exists to advance the health and wellbeing of the residents of our city and encourage health and social care services to work in an integrated and joined-up way. It meets approximately two or three times a year and its membership include five councillors alongside the council’s statutory officers including the Director of Public Health, Director of Adult Social Services (DASS) Director of Children’s Services (DCS) alongside representatives of the CCG. Certain functions under S196 (2) of the Health and Social Care Act 2012 may be delegated by the Board to officers.</p> <p>In 2020 the Southampton Outbreak Engagement Board was established to provide strategic oversight of health protection in relation to Covid-19 including prevention, surveillance, planning and response to ensure they meet the needs of the local population.</p> <p>The board supported the delivery of the primary objectives of the government's strategy to control the Covid-19 reproduction number (R), reduce the spread of infection and save lives. In doing so help to return life to as normal as possible, for as many people as possible, in a way that is safe, protects our health and care systems and releases our economy. In 2021, following central government’s release of lockdown measures, the function of this board was amalgamated into the Health and Wellbeing Board to provide a broader overview on the “exit from lockdown” implications and a more integrated approach to health. The composition and make up of the Board is currently under review in order to fully reflect up to date joint working arrangements with health partners.</p> <p><b>Joint Commissioning Board</b></p> <p>The Joint Commissioning Board between the City Council and the former Southampton City Clinical Commissioning Group has been in operation since July 2017 first as a pilot arrangement before it went “live” in April 2018. The</p>

	<p>arrangement provides for further integration between Health and Social Care in the city to make cooperative decisions on certain agreed functions related to Health and Care. The Terms of Reference for this committee can be found in <a href="#">Appendix 2</a>. However, as previously mentioned, we are currently undertaking a fundamental review of the JCB and associated governance arrangements in light of the abolition of the Southampton CCG and creation of a new county-wide CCG.</p>
<p><i>Key lines of explanation</i></p>	<ul style="list-style-type: none"> <li>➤ <i>Will council members serve on decision-making partnerships, sub-regional, regional or national bodies? In doing so, are they able to take decisions/make commitments on behalf of the council?</i></li> <li>➤ <i>How many councillors will be involved in this activity? And what is their expected workload? What proportion of this work is undertaken by portfolio holders?</i></li> <li>➤ <i>What other external bodies will members be involved in? And what is the anticipated workload?</i></li> </ul>
<p>Analysis</p>	<p>As referred to above there are several local joint committees to which members are appointed primarily relating to spatial planning and integrated transport planning issues. They have delegated powers to make binding decisions on behalf of the council.</p> <p>Most recently the council has been appointed as a key authority in the regional Freeport programme announced by the Government. The Leader of the Council is a Director of the Solent Freeport company.</p> <p>A full list of outside bodies is attached (See Appendix 9). Primarily appointed members come from the Administration but, for example, the Partnership for South Hampshire (PUSH) Scrutiny Committee has an opposition member to ensure transparent and proper political scrutiny. This list is reviewed annually in order to reflect alignment with Corporate priorities and the significant call on elected members time.</p>

## Community Leadership

The Commission understands that there is no single approach to community leadership and that members represent, and provide leadership to, their communities in different ways. The Commission wants to know how members are required to provide effective community leadership and what support the council offers them in this role. For example, does the authority have a defined role and performance system for its elected members? And what support networks are available within the council to help members in their duties? The Commission also wants to see a consideration of **how the use of technology and social media by the council as a whole, and by councillors individually, will affect casework, community engagement and local democratic representation. Responses should demonstrate that alternative council sizes have been explored.**

Topic		Description
Community Leadership	Key lines of explanation	<ul style="list-style-type: none"> <li>➤ <i>In general terms how do councillors carry out their representational role with electors?</i></li> <li>➤ <i>Does the council have area committees and what are their powers?</i></li> <li>➤ <i>How do councillors seek to engage with their constituents? Do they hold surgeries, send newsletters, hold public meetings or maintain blogs?</i></li> <li>➤ <i>Are there any mechanisms in place that help councillors interact with young people, those not on the electoral register, and/or other minority groups and their representative bodies?</i></li> <li>➤ <i>Are councillors expected to attend community meetings, such as parish or resident's association meetings? If so, what is their level of involvement and what roles do they play?</i></li> <li>➤ <i>Explain your approach to the Area Governance structure. Is your Area Governance a decision-making forum or an advisory board? What is their relationship with locally elected members and Community bodies such as Town and Parish Councils? Looking forward how could they be improved to enhance decision-making?</i></li> </ul>
	Analysis	<p>The Council is of the view that community leadership and complexity of casework is the key element that has changed over the last 20 years which drives any change in elected member numbers.</p> <p>In order to assist in the development of a robust council size submission and gain an insight into councillors' community leadership and casework responsibilities, a cross party Electoral Review Task and Finish Group was established with two Labour and two Conservative party representatives in attendance. Three Task and Finish sessions were held throughout July 2021 and a member survey was also issued to all councillors to gain a deeper understanding and was live from 28 June 2021 to 12 July 2021.</p> <p>The survey (see <a href="#">Appendix 10</a>) contained questions about the length of time respondents had been a councillor, if they had been appointed to any external bodies or organisations, and if they hold any other positions. Subsequent questions included the length of time spent on council duties, what aspect of the job takes the most time and what has changed over the past 12 months? There was a total of 32 respondents out of 48 councillors - a response rate of 67%.</p> <p>Key findings revealed:</p> <ul style="list-style-type: none"> <li>• Half of respondents have been a councillor for under five years</li> </ul>

		<ul style="list-style-type: none"> <li>• Almost half of respondents do not hold any additional positions</li> <li>• 26 (81%) reported being on a committee, board or panel other than Full Council.</li> <li>• Over half of respondents have been appointed to outside bodies</li> <li>• Most respondents reported regularly using a variety of methods to communicate with residents / businesses / organisations in their ward</li> <li>• Nearly all respondents use face to face or email communication</li> <li>• Nearly all agreed that they are using the right balance of communication methods to engage with people in their wards. According to free text comments, this is often due to a range of communications methods being utilised.</li> </ul> <p>Feedback from the Electoral Review Task and Finish Group sessions revealed councillors work on a 'proactive' and 'reactive' basis within their communities depending on the issue and the need. Personal contact is developed 'on the doorstep' or by home visits, with councillors also getting a good feel for issues locally by walking and cycling around their wards, being part of online social/ community forums, as well as 1:1 interaction from residents who are contacting their councillor directly via email, social media, phone etc.</p> <p>Councillors use a range of approaches to engage with their communities. Door knocking, leaflet dropping, home visits, posting information/ updates via social media (e.g. party political Facebook pages or community forums etc). Some wards hold monthly surgeries, but this tends to be in wards with designated and recognisable community spaces such as libraries or community centres etc. Some councillors are holding events in conjunction with the police for example such as community 'street huddles' where residents can come and speak to their councillor/ local police officer at the end of their road etc.</p> <p>Interaction with those residents not on the electoral register and younger people is a challenge and building relationships 'on the doorstep' is felt to be the most effective mechanism councillors use for getting in touch with harder to reach groups across the city.</p> <p>The major reason for people not being on the electoral register is the considerable, transient, student population in the city (40,000+ pre-Covid as a result of Southampton being home to two universities). The survey captured feedback that some councillors do get requests for help from those that may not be on electoral register (particularly</p>
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		<p>around housing issues) and some are concerned that the actual number of residents they represent is far higher than the electorate figure due the amount of individuals who have not registered to vote.</p> <p>During the early days of the pandemic, the role of councillors as community leaders came into sharper focus, with some reporting that their role was to go out into their communities and provide greater levels of help, support and reassurance. Some formed volunteer groups to ensure people were safe and those in need didn't go without essentials such as food or medication.</p> <p>Common views from members are that in recent years some residents mental health have suffered and there is an increase in mental health issues in the background when dealing with housing, anti-social behaviour issues and many other areas for Councillors when trying to represent their constituents. This adds an extra layer of pressure and complexity in trying to resolve issues. A detailed example is as below, and from councillor feedback this is becoming more commonplace and vastly increasing the call on councillors' time:-</p> <p>“One example which illustrates the work and complexity of helping more vulnerable people in the community is as follows.</p> <p>I was called by a volunteer who was helping an older man with his shopping. At first the request for help seemed simple, he wasn't getting shopping done as part of his care package. This was a request I could have easily fielded to officers to see what was happening.</p> <p>However, to get to the bottom of what he needed I had to go out and speak to him as he didn't have email and wasn't able to use the phone. During our conversation I realised that it was a much bigger issue and his care package on the whole didn't suit his needs. This in itself was something that would take much longer to unpick with calls and emails to several officers.</p> <p>It also came to light that there were several issues with his housing that needed to be sorted out. I had to keep all of these separate threads to his case organised whilst working with this man who had learning difficulties and was very vulnerable whilst also liaising with his volunteer who originally called me. This took much more work and a different skillset to just forwarding an email to a council officer.</p>
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		<p>I also had to speak to council officers numerous times as different officers were telling me different things and I ended up having to escalate parts of his case to directors.</p> <p>This is quite typical of casework for more vulnerable people and it is increasing. Some people tend to leave contacting councillors until several issues have built up and are harder to unravel than if they had contacted you with one at a time where they happened.</p> <p>It's never a case of just an email or a phone call as with more complex cases you have to go round and speak to the person and perhaps other people who are working on the persons behalf. “</p> <p>Participation and attendance at community meetings and forums plays a significant part of most ward councillors’ work (84% of respondents answering the survey responded that it featured as a regular method of communicating with the electorate). It should be noted that as a result of Covic-19, a large proportion of active community and residents’ groups have moved ‘online’ and this has changed the way councillors have been engaging with the electorate over the past 16 months. A much higher proportion of interaction has been undertaken via social meeting platforms rather than ‘in person’. Now lockdown restrictions have been released, councillors are starting to see more requests to attend community forums, meetings and events again in person.</p> <p>There is a Youth Parliament set up in the city and plans are proposed to elect a Children’s Mayor to be a discrete voice of the under 11 cohort in the city. Both these functions feed directly into the Chidren’s Service Directorate business planning.</p> <p><b>Member development and induction</b></p> <p>To carry out their community leadership roles effectively, the council has put in place an annual development and induction programme for councillors which commences in May after the local elections. <u>See Appendix 11</u>. This development and induction programme is currently under redevelopment and is being strengthened in 2021/22 to include LGA member development support, mentoring and bespoke support for Cabinet Members (not least given the change in administration in May 2021). The current programme consists of 28 hours of councillor training/ briefing and development opportunities (not including bespoke training for scrutiny panel/licensing committee members etc) spread across the year and councillors are encouraged to attend (although a minimum attendance/ training requirement is not in place).</p>
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<b>Casework</b>	<i>Key lines of explanation</i>	<ul style="list-style-type: none"> <li>➤ <i>How do councillors deal with their casework? Do they pass it on to council officers? Or do they take a more in-depth approach to resolving issues?</i></li> <li>➤ <i>What support do members receive?</i></li> <li>➤ <i>How has technology influenced the way in which councillors work? And interact with their electorate?</i></li> <li>➤ <i>In what ways does the council promote service users' engagement/dispute resolution with service providers and managers rather than through councillors?</i></li> </ul>
	Analysis	<p>How councillors manage casework varies and depends on the level of complexity. Councillors can deal with some casework enquiries themselves. For example, signposting a resident directly to the council's website regarding a missed bin. For more complex casework (involving areas such as anti-social behaviour, safeguarding issues, housing, or schools' admissions) then elected members will involve the relevant council department.</p> <p>Southampton is a relatively deprived city and ranks 55th out of 317 most deprived local authorities in England. Around 12% of our population live in neighbourhoods within the 10% most deprived nationally, rising to 18% for the under 18 population, suggesting deprivation disproportionately impacts our young people in the city. Southampton is also ranked third worst in the country for crime deprivation. Councillors are reporting that casework is increasing, along with the complexity of casework and that there is a correlation between levels of deprivation and local need and amount of casework received.</p> <p>The councillor survey, which was live from 28 June 2021 to 12 July 2021 revealed the following key findings in relation to quantity and management of casework;</p> <ul style="list-style-type: none"> <li>• Respondents rated the most time-consuming activity (per month) as dealing with case work, with half reporting that they spend over 16 hours a month on this activity</li> <li>• Respondents spend the least time attending external meetings (a symptom of lockdown restrictions and more external meetings being moved online)</li> <li>• The highest proportion of respondents deal with between 21 and 30 casework enquiries each month (41%)</li> <li>• Half reported that they spend about the amount of time they expected on council business</li> <li>• Over a third reported spending more time than expected on council business and <u>no</u> respondents reported spending less time than expected</li> <li>• Nearly all respondents reported asking specific council officers for support with responding to</li> </ul>



		<p>casework. Large proportions also report making use of the SCC website or the council’s PA team</p> <ul style="list-style-type: none"> <li>• A quarter use the customer contact centre, and other sources reported included government websites and other councillors</li> <li>• A large majority of respondents reported that the amount of time they spend on council business has increased</li> <li>• A variety of reasons were discussed, including that as they have become more well known as councillors, their contact with residents has increased</li> <li>• Over three quarters of respondents reported spending more time using email and Microsoft Teams to communicate in the last 12 months</li> <li>• Respondents generally reported spending significantly less time face to face</li> </ul> <p>Feedback from the Electoral Review Task and Finish Group provided further insight, with councillors sighting the Covid-19 pandemic leading to some increase in certain types of casework (and increasingly complex casework) including concerns around crime and anti-social behaviour, noise nuisance and safeguarding issues.</p> <p>Technology has had a significant impact on the way councillors interact with their electorate. Survey results showed the electorate are increasingly contacting councillors through digital methods and the way councillors carry out their roles is also heavily influenced by technology (use of MS Teams etc for attending group meetings, meetings with officers, community meetings with residents and before 2021 May elections attending council committee meetings).</p> <p>A sample of free text comments collected from the survey are outlined below;</p> <ul style="list-style-type: none"> <li>• <i>“case work increased - particularly with regards to issues with crime, private sector housing (HMOs), parking, highways and planning applications</i></li> <li>• <i>“issues regarding housing, education, anti-social behaviour, all these have been on the increase for a number of years.”</i></li> <li>• <i>Over the past 16 months during the pandemic, the volume of emails both internal to council business and also from constituents and partners has increased a lot, as there are fewer face to face meetings, and fewer informal conversations in the corridor, or at events, or when arriving at/leaving meetings and events.</i></li> </ul>
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- *“There is clearly a large gap between customer facing activities and the needs of residents, which leads to councillors being a part of frontline communication and case management. This is not necessarily a bad thing, however good councillors can and do carry a fair amount of the load at very little expense to the city.”*
- *“We receive fewer letters and much more social media approaches. About half of my casework arrives via Facebook and Nextdoor.”*
- *“Work is increasing because the public expect immediate response, and to be able to use their preferred method of communication. Now so many organisations employ large teams to run social media, many younger residents expect to be able to make their views known on social media.”*
- *“The internet allows angry people to research their issues before writing to their councillors and so a lot more research is needed to respond to many constituents emails or letters.”*

Casework is expected to further increase over the next five years as a result of;

- a. Increased population growth (forecast 176 additional electorate per councillor in 2027)
- b. The overall population is due to increase by 6.1% (15,940 people) from 260,084, in 2020, to 276,024 in 2027
- c. Increased demands placed upon councillors in terms of residents’ expectations. In this digital age and surge in social media means residents are contacting councillors 24/7, via a range of communications platforms, and expecting speedy/ instantaneous responses to their enquiries and concerns
- d. Increasing complexity of casework
- e. Covid -19 pandemic prompting further interaction with councillors and requests for help and support

In order to assist councillors with the management of their casework on a day to day basis, the council has recently implemented a new case management system for this purpose (Caseworker.uk) which is being piloted with some cabinet and backbench members.

		<p><b>Complaints/dispute resolution</b></p> <p>The council promotes dispute resolution through its corporate customer compliments and complaints pages on its website. More information can be found <a href="#">here</a>. Information on this page allows residents to direct their concern through the most appropriate and direct route. For reporting concerns or queries in relation to the most common tasks, residents are given the option to be signposted to specific areas of the council’s website in relation to</p> <ul style="list-style-type: none"> <li>• Missed bins</li> <li>• Reporting potholes and road problems</li> <li>• Housing repairs</li> <li>• Neighbourhood nuisance</li> <li>• Appealing a parking fine</li> </ul> <p>Residents clicking through to one of these areas are then directed to complete an online form.</p> <p>There is also information provided in relation to raising a formal complaint, which is a two-stage process. The council will acknowledge a complaint within three working days and the relevant service manager will then respond to a complaint within 20 working days.</p> <p>If the complaint is complicated, more time may be required to investigate, and the resident is kept informed. If the complainant is unhappy with the outcome at stage 1, they also have the option to escalate their complaint to stage 2. A final stage resolution is to take the matter to the Local Government and Social Care Ombudsman.</p> <p>Whilst a formal complaints process is operated at Southampton, this does not stop residents approaching their councillor if they have a concern about a council service and councillors themselves are encouraged to signpost residents via the reporting mechanisms if contacted.</p>
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**Other Issues**

Respondent may use this space to bring any other issues of relevance to the attention of the Commission.

As part of the feedback from the councillors’ survey, issued as part of the Electoral Review process, councillors were asked for their feedback on anything else about their experience as a councillor that might be relevant to this submission on council size. Below is a capture of the major themes received. Comments in detail can be found in [Appendix 10](#).

**Major themes**

- 3 members wards work

- Concerns about reduction of councillors, or needing more councillors to cater for increasing workloads
- Reduction in ward councillors raises concerns around reduction in numbers of people wanting to become councillors
- Councillors having caring responsibilities
- Population of ward / city is increasing, need more resource to cover
- Some residents have not registered, the actual number of residents per ward is much higher
- Concern about coverage at different times of the year due to large student population in the city
- COVID-19 has led to an increased workload
- Social media / the internet has impacted communication and workload

## Summary

In following this template respondents should have been able to provide the Commission with a robust and well-evidenced case for their proposed council size; one which gives a clear explanation as to the governance arrangements and number of councillors required to represent the authority in the future.

Use this space to summarise the proposals and indicate other options considered. Explain why these alternatives were not appropriate in terms of their ability to deliver effective Strategic Leadership, Accountability (Scrutiny, Regulation and Partnerships), and Community Leadership.

In developing our council size submission, we have considered how the council and city has evolved over the past few years coupled with the changes in population since the last review in 2000 and more importantly, our growing electorate. We have reviewed how the council currently operates in governance terms, reflected on what we have in place and also been cognisant that we frequently review our governance arrangements and implement changes where we believe they are required (both in democratic terms and to be 'business like' in our approach). In summary, we have;

- Analysed and put forward five-year housing development and electorate growth projections – see electorate forecasting methodology (Appendix 1)
- Reviewed our governance arrangements reflecting on our committee structure, number of committees, the number of councillors required to sit on those committees
- Reflected and gained feedback from councillors themselves regarding their role as elected members considering governance arrangements, scrutiny and regulatory functions and councillors' roles in their local communities
- Gained further insight into how the role of elected members may have changed considering aspects such as casework and other commitments

The workload of elected members has been a key feature and consideration, not least because of the emergence of social media and the multitude of platforms that residents of the city and businesses expect to be able to communicate through. This area constantly changes and places additional pressure on elected members. In context, when the last ward boundary etc review was undertaken, mobile phones, laptops etc were in their infancy and social media platforms far less established.

The expectations placed on members to support residents in a timely way has been exacerbated, not only by social media but Covid 19 implications, and whilst we anticipate and trust Covid related matters will dissipate, the way residents communicate is now the norm. This, coupled with the projected population increase in the city over the next five years, has drawn us to the following conclusions:

[The final submission will reflect the resolution by Council as to Option A, B or C]

**A reduction in the number of elected members** - is not recommended. If this were to be imposed it would place even greater pressure on elected members, with councillors required to attend more council meetings (assuming the number of seats on committees and outside bodies remains similar to now). With the undoubted reduction in level of service provided and expected, this would likely lead to a reduction in members of the public seeking to take up office. Moreover,

- Our councillors report that they are already busy, and that they are getting busier
- Increased levels of projected housing development and growth across the city over the next five years will result in increased population generating additional casework
- Recent feedback suggests three member wards work - they enable councillors to respond to the needs of their residents. It is felt that any reduction in three member wards means councillors will be picking up more casework and less able to respond to the needs of their communities.

**Retaining current council size** - 48 members and 16 wards of three members in each is an option, however this will not address increasing expectations by the public and demands on members' time not least given the anticipated growth in the electorate over the next five years and beyond. Members have already clearly indicated that the hours they spend on elected member duties has grown exponentially over the years and the status quo would not address this.

**Increasing the number of elected members** - would have a relatively small overall cost attached. The electorate and overall population of the city will steadily increase over the next five years. The number of present councillors was set in 2000 when the electorate of the city was smaller. In this 20-year period life has changed significantly, along with the expectations of residents and businesses likewise.

Whilst not directly relevant, it is also clear when analysing our CIPFA peer family, that the current number of elected members per head of electorate is amongst the lowest in our CIPFA group. This would be exacerbated further if either the status quo, or a reduction in numbers was imposed. On a purely equitable basis, notwithstanding other compelling factors indicated above, it appears reasonable to increase both the number of elected members by three or six meaning either one or two new wards.

This would mean that each elected member would seek to serve 3,819 residents per ward in the future (taking the figure at the 2027 prediction) as against 3,643 as now. It is appreciated this would require a redrawing of the ward boundaries in the city.

A case for increasing council size can be summarised as a result of;

- Forecast electorate numbers show an increase of 176 extra electorate per councillor by 2027. An increase of 8,469 (4.8%) in our electorate when comparing 2021 against 2027. Of the 8,469 increase in electorate it is forecast that 8,322 of those electors will come from new housing development in the city (4,190 new dwellings).
- Bargate ward already has an electorate variance of 32% from the average electorate for the authority (as of December 2019) – forecasted housing development and electorate data identifies that by 2027 this variance will have further increased
- The complexity of casework is increasing, and councillors report complexity of casework is linked to areas of greater deprivation and need across the city. Deprivation data shows Southampton is a relatively deprived city and ranks 55th out of 317 most deprived local authorities in England. Around 12% of our population live in neighbourhoods within the 10% most deprived nationally, rising to 18% for the under 18 population, suggesting deprivation disproportionately impacts our young people in the city. Southampton is also ranked third worst in the country for crime deprivation. If deprivation levels were to worsen, this puts further pressure on councillors and their workloads and ability to represent the needs of their communities
- Councillors report the expectation from members of the public is increasing and residents want speedy, or immediate, responses to their enquiries. They also report a steady surge in social media usage in recent years is resulting in additional casework being generated. The simplicity of sending 'direct messages' or posting on social media sites means councillors are being contacted 24/7 across a wide range of communications and engagement channels. This is only likely to increase and keeping up with this demand will become more difficult.

<b>DECISION-MAKER:</b>	COUNCIL
<b>SUBJECT:</b>	<b>CIVIC HONOURS COMPETITION 2022 – BID FOR LORD MAYOR STATUS</b>
<b>DATE OF DECISION:</b>	11 OCTOBER 2021
<b>REPORT OF:</b>	<b>LEADER OF THE COUNCIL</b>

<b><u>CONTACT DETAILS</u></b>			
<b>Executive Director</b>	<b>Title</b>	<b>Deputy Chief Executive</b>	
	<b>Name:</b>	<b>Mike Harris</b>	Tel: 023 8083 2882
	<b>E-mail</b>	<b>Mike.harris@southampton.gov.uk</b>	
<b>Author:</b>	<b>Title</b>	<b>Head of Business Operations</b>	
	<b>Name:</b>	<b>Gaetana Wiseman</b>	Tel: 023 8083 2422
	<b>E-mail</b>	<b>Gaetana.wiseman@southampton.gov.uk</b>	

<b>STATEMENT OF CONFIDENTIALITY</b>
None

<b>BRIEF SUMMARY</b>
The report outlines the opportunity for the council to bid for Lord Mayoralty status as part of a civic honours competition to mark Her Majesty The Queen’s Platinum Jubilee in 2022.

<b>RECOMMENDATIONS:</b>		
<table border="1"> <tr> <td style="width: 10%; text-align: center;">(i)</td> <td> <p>That the Council bids for Lord Mayoralty status as part of the Queen’s Platinum Jubilee year celebrations, to cement our status as a destination city of historic and cultural significance and to;</p> <ul style="list-style-type: none"> <li>• coincide with the celebration of Southampton’s 800th Mayor in 2022</li> <li>• complement our City of Culture 2025 bid</li> </ul> </td> </tr> </table>	(i)	<p>That the Council bids for Lord Mayoralty status as part of the Queen’s Platinum Jubilee year celebrations, to cement our status as a destination city of historic and cultural significance and to;</p> <ul style="list-style-type: none"> <li>• coincide with the celebration of Southampton’s 800th Mayor in 2022</li> <li>• complement our City of Culture 2025 bid</li> </ul>
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<b>REASONS FOR REPORT RECOMMENDATIONS</b>		
<table border="1"> <tr> <td style="width: 10%; text-align: center;">1.</td> <td> <p><b>Civic Honours competition</b> Her Majesty The Queen has agreed that competitions may be held for a grant of city status and Lord Mayor or Provost status to mark her Platinum Jubilee in 2022.</p> <p>Lord Mayoralty or Provostship is an exceptional distinction conferred on the Mayoralties or Provostships of a few (usually long-established and important) cities. Local authorities of existing cities in the UK are being invited to enter the competition for a Lord Mayoralty with a deadline of early December.</p> <p>The decision to award Lord Mayoralty status will be made by Her Majesty on Ministerial advice and will be final. Local authorities are assured that each</p> </td> </tr> </table>	1.	<p><b>Civic Honours competition</b> Her Majesty The Queen has agreed that competitions may be held for a grant of city status and Lord Mayor or Provost status to mark her Platinum Jubilee in 2022.</p> <p>Lord Mayoralty or Provostship is an exceptional distinction conferred on the Mayoralties or Provostships of a few (usually long-established and important) cities. Local authorities of existing cities in the UK are being invited to enter the competition for a Lord Mayoralty with a deadline of early December.</p> <p>The decision to award Lord Mayoralty status will be made by Her Majesty on Ministerial advice and will be final. Local authorities are assured that each</p>
1.	<p><b>Civic Honours competition</b> Her Majesty The Queen has agreed that competitions may be held for a grant of city status and Lord Mayor or Provost status to mark her Platinum Jubilee in 2022.</p> <p>Lord Mayoralty or Provostship is an exceptional distinction conferred on the Mayoralties or Provostships of a few (usually long-established and important) cities. Local authorities of existing cities in the UK are being invited to enter the competition for a Lord Mayoralty with a deadline of early December.</p> <p>The decision to award Lord Mayoralty status will be made by Her Majesty on Ministerial advice and will be final. Local authorities are assured that each</p>	

	<p>entry will be considered 'in the round', on the merits of its contents rather than on the standard of presentation submitted.</p> <p>Councils will be sent brief comments on their entry when the results of the competitions are announced in 2022. These brief comments will not provide specific reasons as to why an application is successful or unsuccessful and councils are advised not to incur any expenditure on lobbyists for the purposes of influencing the competition.</p>
2.	<p><b>The city's mayoralty throughout history</b></p> <p>Next year marks Southampton's 800<sup>th</sup> Mayoral year. A historic milestone in the city's civic heritage and an accomplishment the city can be proud of.</p> <p>The first use of the term 'Mayor' in Southampton was in a letter dated around 1217. Walter Fortin was the first Mayor of Southampton mentioned by name and served from 1220 to 1234.</p> <p>It is assumed Southampton has always had a Mayor (except between 1249 and 1269 when it was believed Henry III responded to the wishes of the town not to have one during this period).</p> <p>In early medieval times, the Mayor was appointed by the King or Queen of the day. Later, he was appointed by the outgoing Mayor, and since 1835 the Mayor of the city has been elected by his/her fellow councillors and this tradition remains in place today. The Mayor was often a local tradesman or businessman. Richard Andrews the coachbuilder, was Mayor of Southampton five times during the 19th century. The first woman Mayor was Lucia Foster Welch, who was elected in 1927.</p> <p>Back in 1451 it was Henry VI who accorded to Southampton, by charter, the dignity of Admiral of the Port, to the Mayor of the town. The Admiralty Court over which the Mayor-Admiral presided, met in the Bargate Guildhall (or over the Water Gate) and exercised jurisdiction over an area which included Langstone to the east (including the port of Portsmouth), and Lymington to the west. The Mayoral-Admiral was empowered to apprehend and punish pirates and the Admiralty Gallows were erected on the shore near to Southampton's Gods House Tower. The tower remains an important, historical, city landmark to this day.</p> <p>Many rights which existed throughout those early years have now all but disappeared. However, The Mayor of Southampton retains the title of Admiral of the Port and the city's prestigious silver oar (dated 1708) is proudly carried in company with the Corporation Mace (dated 1708) and the Mayor's Mace (dated 1662). It is also customary that Mr/Madam Mayor, as Admiral, is piped aboard Her Majesty's ships when in Port and his/her flag is flown on the vessels.</p> <p>The Mayor's duties have been many and varied over the centuries. In Medieval and Tudor times, the Mayor would hear court cases. In 1497 John Godfray, 265<sup>th</sup> mayor of Southampton was credited with the capture of Perkin Warbeck at Beaulieu and in 1606 the Mayor reports the holding of a</p>



National Day of Prayer (or holiday) for the preservation from fire by gunpowder – the ‘gunpowder plot’.

In more recent times the Mayor presided over weekly council and various town courts, supervised regulations controlling trade and industries, managed corporation properties, dispensed poor relief and charity and carried out orders from central government. During the Commonwealth period he could even perform marriage ceremonies.

Initially the Mayor could serve for as long as he wished, (providing he was in good health and behaved himself). One Mayor is known to have discharged himself from office on the grounds of infirmity in 1234. There was no Mayor elected in 1948 because the term of office changed from November - November to May - May. This tradition remains in place today; with the Mayor elected annually and serves for one year.

### **The Mayoralty today**

After 1835 the Mayor's role gradually became more ceremonial and today Southampton's Mayor, or ‘first citizen’ and Admiral of the Port is a significant figurehead leading a range of important historic and civic occasions. In any given year, the Mayor will attend between 400 and 500 events in Southampton and wider, to represent the city and the council. To further promote Southampton's rich heritage, the council's Mayoralty Support Officer organises between 30 – 45 events that take place in the Mayor's reception rooms at the Civic Centre (not including high-profile ceremonies including Court Leet, Mayor Making and Remembrance Day).

The Mayor's office has been at the forefront of arranging an array of high-profile civic events in recent years including the Titanic Plaque project, freedom of the city, civic funerals and a variety of civic receptions. In addition, flag raising ceremonies, golden wedding anniversary teas and other occasions are hosted.

Around 500 military personnel and distinguished guests attend our Remembrance ceremony each year, with approximately 250 attending Mayor Making in May. This includes representatives of the Lord Lieutenant of Hampshire's office, Honorary Recorder, High Sheriff of Hampshire, Bishops of Southampton, local military, veterans, key stakeholders across the city including representatives of our two universities, as well as Honorary Consul's and judges.

The Mayor has had the honour of welcoming several high-profile figures to the city over the years including members of the Royal Family on official visits including numerous ship naming ceremonies at the Port of Southampton. It was the late Duke (and Duchess) of York (later to become King George VI) who opened the council's civic centre in 1932.

The Queen and Prince Philip visited the council in 1966 and 1974, Prince Charles and Princess Margaret visited in 1979. Princess Anne has also been

a regular guest to the civic centre over the decades; her most recent outing being in 2009. Each year the Mayor also receives an invite to the Royal Garden Party.

As Admiral of the Port, it is customary for high ranking personnel from naval vessels docking in Southampton to pay a courtesy call to the Mayor. HMS Artful (submarine) which is affiliated to Southampton, always courtesy calls when in port. Calls are also made to the Mayor by the Captain of any cruise ship named in the city and in return the Mayor is invited to visit the Captain onboard ship.

Madame Josette Labrat, Honorary French Consul came to Southampton in June 2017 to meet with the Mayor and presented the insignia of Chevalier Legion d'honneur to Southampton resident Henry Leach for his bravery in France in the Second World War.

In 2018 we also welcomed the Head of Policy at the German Embassy who was here to award the Bundesverdienstkreuz (Federal Cross of Merit), to Albert-Lauritz Rasmussen for his service to Germany.

In recent times our Mayoralty has hosted several high-ranking delegations from across the globe including Rizhao in Shandong Province, China, the Vietnam Government and the Mayor of Miami, USA.

In 2018 Southampton's Sherriff hosted the Sheriff's conference. We are one of only 16 cities across the country to have a Sheriff as well as a Mayor. That same year the Mayor was part of a prestigious delegation of civic dignitaries and military personnel attending a 100-anniversary stone laying ceremony at the Cenotaph in commemoration of a Southampton-born serviceman Major General Daniel Beak, who was awarded the Victoria Cross medal in 1918 for his conspicuous bravery and leadership in World War One. One hundred years after the VC was awarded by King George V, a memorial stone was awarded to Commander Beak's hometown.

The Mayoralty boasts strong relationships with local businesses, clubs, charitable and public sector organisations. Representatives of the Princes Trust, Hampshire Constabulary, Hampshire Fire and Rescue, the Saints Foundation and Southampton Football Club have all been invited to civic ceremonies, as well as hosting events in the Mayor's reception rooms.

Most recently, the Mayor's Office played a leading role in the council's response to Operation Forth Bridge (death of HRH Prince Phillip, Duke of Edinburgh) liaising closely with the Lord Lieutenant of Hampshire's office and ensuring our plan was executed correctly in accordance with national protocol and Palace wishes.

There is no doubt that the symbol and status of the Mayor is an important 'draw' for the city. We cannot underestimate the significant connections we

	<p>have built which contribute to the promotion of Southampton, its history and our place on the local, national and international stage.</p>
<p><b>DETAIL</b></p>	
<p>3.</p>	<p><b>Bidding for Lord Mayoralty status</b></p> <p>To bid for Lord Mayor status will not only cement our status as a destination city of historic and cultural significance bringing in investment and growth opportunities through visitors as well as attracting new businesses. The bid will also coincide with an important civic milestone when we celebrate Southampton's 800th Mayor in 2022. This prestigious accolade would also complement our bid to become UK City of Culture 2025.</p> <p>Only 25 UK cities have been granted Lord Mayoralty status by the sovereign, the most recent being Exeter in 2002 as part of the golden jubilee celebrations. They include;</p> <p>Birmingham, Bradford, Bristol, Canterbury, Chester, Coventry, Exeter, Kingston-Upon-Hull, Leeds, Leicester, Liverpool, City of London, Manchester, Newcastle, Norwich, Nottingham, Oxford, Plymouth, Portsmouth, Sheffield, Stoke on Trent, Westminster, York, Cardiff, Swansea.</p> <p>Southampton City Council has bid for Lord Mayoralty status on two previous occasions in 1991 and 2001. Despite previous unsuccessful attempts, there is growing momentum for this significant civic accolade to be bestowed; with the Lord Lieutenant of Hampshire expressing his support.</p> <p>Whilst the role and responsibility of a Lord Mayor is similar to that of a Mayor, it is the dignity and additional gravitas of having a Lord Mayor as civic head which is only granted to certain cities enjoying city status in England, Northern Ireland and Wales.</p> <p>The Lord Mayor is the 'first citizen' and plays an important civic role in representing the council. Many of the Lord Mayor's duties are ambassadorial and ceremonial; representing the people of the city locally, regionally nationally and internationally. In their duties, the Lord Mayor meets and hosts a wide range of voluntary organisations, charities, businesses, civic, consular and diplomatic representatives, visiting Heads of State and members of the royal family. The Lord Mayor also plays an important democratic role in chairing Full Council meetings and ensuring effective and transparent governance and decision-making is upheld.</p> <p>The award of Lord Mayoralty status would not only bring significant prestige to Southampton but help to complement and propel our aspirations as a regional destination and centre for innovation, culture and enterprise.</p>
<p><b>RESOURCE IMPLICATIONS</b></p>	
<p><b><u>Capital/Revenue</u></b></p>	

4.	<p>The bid process will be led by the Head of Business Operations, with the Service Director, Legal and Business Operations as bid sponsor. Officer time will be required from the Democratic, Meeting Support and PA Manager, Mayoralty Support Officer, Communications team, council Archives and the Data, Intelligence and Insight team. There will be no additional financial implication, although officer time in providing key data and information to support and make a compelling case will be essential.</p>
5.	<p><b>Future financial implications</b></p> <p>Currently the Mayor and Sheriff are supported by the Mayoralty Support Officer (0.8 FTE) within the PA Team. This role provides essential PA support in assisting the Mayor and Sheriff with their significant and busy schedules. The postholder also has events management responsibilities within their role and leads the arrangements for all Mayoralty events and engagements. For the organisation of Remembrance and Mayor Making, the council's Events Management team are engaged and work with the Mayor's office to help deliver these occasions. Outside of these important events the responsibility for the organisation of all other Mayoralty engagements rests with the Mayor's office.</p> <p>With next year being the 800th Mayoral year, this historic and significant milestone will be celebrated and the Mayor/ council, will be looking to commemorate this important landmark with special events over and above those arranged in a standard mayoral year.</p> <p>In addition to the 800th Southampton Mayoral year celebrations, 2022 also marks the Queen's Platinum Jubilee when Her Majesty will become the first British Monarch to celebrate seventy years of service, having acceded to the throne on 6th February 1952. It is anticipated that engagements and events will be organised to commemorate this historic milestone involving the Mayor and requiring input and support from the Mayor's office.</p> <p>Finally, as part of Southampton's City of Culture 2025 bid, should the submission be successful, there is expected to be further requirement for the Mayor to attend additional events as part of this prestigious accolade and this needs to be factored into future planning.</p> <p>To that end an additional resource will be required within the Mayor's office to cater for the additional demand on the service as a result of the 800<sup>th</sup> Mayoral Year, Platinum Jubilee, and if the council's City of Culture bid is successful. A business case is currently being developed to anticipate these commitments and provide effective support to the Mayor and Sheriff of the city moving forwards. Should the council's bid for Lord Mayoralty status also prove successful, a business case for the required resource for the Mayor's Office will be provided.</p> <p>An example of the cost of additional Mayoralty resource could include ad-hoc chauffeuring and reception costs and an additional Support Officer. A ballpark figure of £50k additional cost is estimated at this time prior to the detailed business case.</p>

<b><u>Property/Other</u></b>	
6.	None
<b>LEGAL IMPLICATIONS</b>	
<b><u>Statutory power to undertake proposals in the report:</u></b>	
7.	Local Government Act 1972 and other legislation
<b><u>Other Legal Implications:</u></b>	
8.	None
<b>RISK MANAGEMENT IMPLICATIONS</b>	
9.	There are no specific risks associated with the bidding of Lord Mayoralty status for the Platinum Jubilee year.
<b>POLICY FRAMEWORK IMPLICATIONS</b>	
10.	None

<b>KEY DECISION?</b>	<b>No</b>
<b>WARDS/COMMUNITIES AFFECTED:</b>	All wards and communities are included in the opportunities presented by the status of Lord Mayor if the city is successful.
<b><u>SUPPORTING DOCUMENTATION</u></b>	
<b>Appendices</b>	
1.	Bid invitation letter

**Documents In Members' Rooms**

1.	None.
<b>Equality Impact Assessment</b>	
<b>Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.</b>	<b>No</b>
<b>Data Protection Impact Assessment</b>	
<b>Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out.</b>	<b>No</b>
<b>Other Background Documents: None</b>	
<b>Title of Background Paper(s)</b>	<b>Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)</b>
1.	
2.	

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Lord True CBE  
Minister of State  
Cabinet Office 70 Whitehall London SW1A 2AS

To: Leaders and Chief Executives of all UK  
local authorities

Our reference: MC2021/12353

8 June 2021

Dear all,

### **Platinum Jubilee Civic Honours Competition**

I am pleased to have announced that the Government is today launching a civic honours competition to mark Her Majesty The Queen's Platinum Jubilee in 2022. I am writing on behalf of Chloe Smith, Minister of State for the Constitution and Devolution, in her absence.

This includes competitions for city status and Lord Mayor (or Provost) status. All local authorities across the United Kingdom who believe that their town or city deserves consideration for these rare honours are invited to apply. The city status competition will also be open to eligible applications from the Crown Dependencies and Overseas Territories. Entry guidelines and an application form have been published on GOV.UK. The closing date is 8 December 2021.

These honours are rare marks of distinction and the number of awards will depend on the strength of the applications received. I would warmly welcome applications from all across the United Kingdom if you wish to enter.

Her Majesty The Queen will be the first British monarch to have reached 70 years on the throne. This is a truly historic moment for the country and it is right that we celebrate it.

**Yours sincerely,**

**Lord True CBE**

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<b>DECISION-MAKER:</b>	<b>CABINET COUNCIL</b>
<b>SUBJECT:</b>	<b>COMMISSIONING HOUSING RELATED SUPPORT SERVICES FOR SINGLE ADULTS, YOUNG PEOPLE AND YOUNG PARENTS</b>
<b>DATE OF DECISION:</b>	<b>13<sup>th</sup> SEPTEMBER, 2021 11<sup>th</sup> OCTOBER, 2021</b>
<b>REPORT OF:</b>	<b>Councillor Vassiliou Cabinet Member for Communities, Culture and Heritage</b>
	<b>Councillor White Cabinet Member for Health and Adult Social Care</b>

<b><u>CONTACT DETAILS</u></b>			
<b>Executive Director</b>	<b>Title</b>	Director of Quality and Integration, Integrated Commissioning Unit	
	<b>Name:</b>	Stephanie Ramsey	Tel: <b>07887656829</b>
	<b>E-mail</b>	stephanie.ramsey1@nhs.net	
<b>Author:</b>	<b>Title</b>	Senior Commissioner, <b>Integrated Commissioning Unit</b>	
	<b>Name:</b>	Sandra Jerrim	Tel: 07826951986
	<b>E-mail</b>	<a href="mailto:s.jerrim@nhs.net">s.jerrim@nhs.net</a>	

<b>STATEMENT OF CONFIDENTIALITY</b>
None

<b>BRIEF SUMMARY</b>
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This report seeks approval of recommendations for the future procurement of Housing Related Support (HRS) for young people, young parents and single vulnerable adults. The contracts will be for a period of 7 years (4 years initially with option to extend for two further periods of 2 years and 1 year) and a total value from existing budgets of up to £3.66M per annum (£25.62M for the 7 year period). The recommendations are put forward following a full and detailed review. The findings from the review identify the need to move forward with commissioning new services.

<b>RECOMMENDATIONS:</b>
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<b>COUNCIL</b>
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	(i)	Subject to approval of Cabinet recommendations (i) - (iii) below, to agree to the procurement of a range of HRS services for young people, young parents and vulnerable single adults. This is for a maximum period of seven years (4 years initially with option to extend for two further periods of 2 years and 1 year) and a total value from existing budgets of up to £3.66M per annum (£25.62M for the 7 year period).
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<b>CABINET</b>		
	(i)	Subject to approval of Council recommendations (i) above, that approval is given for the procurement of HRS services for young people, young parents and vulnerable single adults
	(ii)	Subject to Council approval for the procurement exercise, to delegate authority to the Director of Quality & Integration to carry out a procurement process for the provision of HRS services as set out in this report and to enter into contracts in accordance with contract procedure.
	(III)	Subject to Council agreement to the procurement exercise, to delegate authority to the Director of Quality & Integration following consultation with the relevant Cabinet Members to decide on the final model of commissioned services for HRS and all decision making in relation to this re-commissioning.
<b>REASONS FOR REPORT RECOMMENDATIONS</b>		
1.		Southampton City Council (SCC) commissions a range of Housing Related Support (HRS) services for homeless single adults, young people and young parents. The current HRS contracts come to an end on 30 June 2022. Approval is required through Council to carry out procurement for new services
2.		These services enable SCC to meet many of its obligations under the Homelessness Reduction Act 2017, the Children Act 1989 and the Care Act 2014 in a way that achieves best value and provides a basis from which individuals with vulnerabilities develop their tenancy and daily living skills along with other needs being met by partner agencies, such as specialist mental health or drug & alcohol support.
3.		Furthermore, having somewhere to live provides an individual with the foundations upon which they can start to build the skills necessary to live independent and fulfilling lives. For many, access to a home is not feasible without appropriate support. Commissioning a range of HRS services provides the necessary settings and support for achieving independence, which in turn has a positive impact on the local economy.
4.		Recommendations propose services that are comparable to existing services but reflect some changes to match market rates and accommodate cost pressures and take account of best practice and learning from the review conducted to inform the re-commissioning. Key changes to the provision of HRS services will include: <ul style="list-style-type: none"> <li>- the introduction of Housing First for single adults and young people, an evidence-based approach to supporting individuals who are difficult to accommodate in existing options, notably those who have a long history of homelessness and</li> <li>- a reduction in the number of accommodation-based units to address cost pressures and under-utilisation in some areas</li> </ul>
5.		Commissioning a range of HRS services also contributes to reducing and avoiding costs in other areas of the Council including Housing, Adult Social Care and Childrens Services, for example by avoiding higher cost placements (e.g. residential or Bed & Breakfast) and costly individual packages of support. For example the annual cost of a B&B placement is

	£21,717 (£59.50 per night), compared to a maximum of £5,928 for a unit located in a HRS service for single adults (£6,273 - £8,437 in hostel setting). In Childrens Services, the annual unit cost of placement for a young person starts at £29,700 and is much higher than the current lowest £3,967 unit price for a place in young people's HRS setting (£5,369 hostel setting).
<b>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED</b>	
6.	An extension to existing arrangements has been considered but is not viable. All contract extensions have now been used.
7.	Do nothing has been considered and rejected as it would result in no services being in place when the current contracts come to an end. This would leave a large number of vulnerable single adults, young people and young parents without access to accommodation, or accessing unstable and unsuitable options such as sofa surfing and significantly increase our numbers of street sleepers. It would also increase costs elsewhere within the Council as identified in paragraph 5.
8.	The option for SCC to provide these services in house has been considered. This has been rejected because Southampton and neighbouring areas benefit from a good range of existing specialist providers offering high quality and well-respected services. To pursue a SCC led service could result in reputational damage and would require significant investment. There is a strong market geared up to competitively tender for this contract and deliver quality, specialism and cost effectiveness.
<b>DETAIL (Including consultation carried out)</b>	
	<b>Current Position – Southampton's current approach to providing HRS</b>
9.	<p>Current services are comprised of</p> <p><u>Adults</u></p> <ul style="list-style-type: none"> <li>- 3 hostels offering 24 hour on-site staffing, made up of <ul style="list-style-type: none"> <li>o 1 hostel with 56 units of accommodation</li> <li>o 1 hostel with 26 units of accommodation</li> <li>o 1 hostel with 45 units of accommodation</li> </ul> </li> <li>- 1 hostel with 26 units of self-contained accommodation providing 7 day coverage</li> <li>- 1 HRS alcohol accommodation with 24 units of accommodation</li> <li>- 1 Flexible Support service comprising 147 units of supported accommodation and 250 individuals provided with floating support</li> </ul> <p>Total = 324 units of accommodation (excludes floating support)</p> <p><u>Young people</u></p> <ul style="list-style-type: none"> <li>- 1 hostel with 40 units of accommodation</li> <li>- Accommodation based support in various properties offering 87 units of accommodation</li> <li>- Floating support provided to 25 young people</li> <li>- Supported Lodgings available for up to 12 young people.</li> </ul> <p>Total = 127 units of accommodation (excludes Supported lodgings and floating support)</p>
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	<p><u>Young parents</u></p> <ul style="list-style-type: none"> <li>- 1 property with 24 hour staff presence, with 7 units of accommodation</li> <li>- Accommodation based support in various properties offering 23 units of accommodation</li> </ul> <p>Total = 30 units of accommodation</p>
10.	<p>Importantly, and through the pandemic it is evident the model we commissioned in Southampton is, in the main, the right model. This has been reflected in the numbers of individuals needing to be accommodated at the start of the COVID-19 pandemic when the Ministry of Housing, Communities and Local Government (MHCLG) directed local authorities to get 'Everybody In'.</p> <p>Owing to Southampton's existing HRS provision, Southampton only needed to accommodate around 35 individuals at any one time in small B&amp;B provision. In comparison, a different unitary authority needed to accommodate over 200 individuals across 2 hotels. The majority of individuals accommodated in Southampton have moved seamlessly into the current commissioned pathways with high rates of positive move on into other, less supportive accommodation settings or for some directly to living independently. In contrast, others have had to move over 200 individuals placed in hotels into other sites, drawing on old university sites. They continue to work through the issue of move on for this large population.</p>
	<p><b>Outcome of review</b></p>
11.	<p>A review was carried out between October 2020 and June 2021. A project group led a detailed review of existing services, approaches taken in other LA areas and engagement with key stakeholders, including those with lived experience. Additional time and work was spent looking at the services funded by the Ministry of Housing, Communities and Local Government (MHCLG) to end rough sleeping (Rough Sleeping Initiative (RSI)), the links between HRS services for young people, the findings from the Destination 22 Childrens Services project and a separate accommodation option for young people, the Post 16 Semi Independent Accommodation Framework, which offers scope to spot purchase a range of accommodation options for young people.</p>
12.	<p>Through the review, engagement with key stakeholders took place. Dedicated engagement sessions were set up to discuss the HRS provision for single adults and a young person and young parent stakeholder and steering group met regularly throughout the review process. A dedicated group also engaged young people to participate in discussions and undertake a wider survey of young people's views.</p>
13.	<p>Representatives from the Council's Housing, Children and Families and Adult Social Care services have been involved in discussions, engagement events or project group meetings.</p>
14.	<p>The review considered the outcomes sought to be achieved through the commissioned services. These continue to be of relevance and importance and will remain largely the same:</p> <ul style="list-style-type: none"> <li>- Improvement in independent living skills and improving their ability to move into their own accommodation through; practical skills, financial literacy, social skills and financial management skills.</li> </ul>

	<ul style="list-style-type: none"> <li>- Improvements in their reported physical, emotional wellbeing and mental health.</li> <li>- Improved links with communities: social (family, friends) and participation in purposeful activities (e.g. employment, training)</li> <li>- Improved confidence and self-worth and active participation for individuals in developing their own goals and achieving their outcomes including obtaining and maintaining employment.</li> <li>- Skills and knowledge: improved life skills and knowledge of local services relevant to people’s own circumstances.</li> <li>- Individuals are able to resolve presenting issues, identify future risks to the security of their housing and seek timely support</li> <li>- Wider impacts on the city’s economy and avoiding more costly accommodation options e.g. residential placements and B&amp;B.</li> </ul>
15.	<p>Taking into consideration the challenges of securing accommodation that adequately meets the needs of a wide range of vulnerable single adults, young people and young parents, the mix of HRS options spanning hostels, other accommodation and floating support has shown positive outcomes for many of the individuals needing to access a service. Southampton is acknowledged by Government officials as a city with one of the highest rates of move on as a positive outcome of the interventions provided for rough sleepers and homeless population.</p>
16.	<p>The main findings from the review which have informed the commissioning proposals were:</p> <p><b>Increased complexity;</b></p> <ul style="list-style-type: none"> <li>- The review highlighted the increasing levels of complex needs of individuals presenting to services.</li> <li>- An increasing number of women presenting to services many of whom have experienced domestic and sexual abuse, and some known to be commercial sex workers.</li> <li>- Most young people referred were identified as vulnerable and lacking the skills to sustain a tenancy</li> <li>- The voice of young people, in particular, highlighted an increase in unmet mental health needs</li> </ul> <p><b>Importance of robust Quality, Safeguarding and partnership arrangements;</b></p> <ul style="list-style-type: none"> <li>- Quality and safeguarding remain key to ensuring the safety and positive outcomes for people in these settings and will need to have a stronger focus in commissioning arrangements going forward.</li> <li>- The benefits of continuing to share learning from reviews, with an increased emphasis on reporting incidents and undertaking reviews.</li> <li>- The importance of partnerships between HRS providers and other health and care services, e.g. mental health, substance misuse to enable HRS providers to maintain support to individuals with complex multiple needs.</li> </ul> <p><b>Increased market rates impacting on the market sustainability;</b></p> <ul style="list-style-type: none"> <li>- The review identified the need to secure and retain a competitive market, supporting providers to recruit the right staff</li> <li>- The absence of any rises to the contract values over the last 5 years is compounding issues of staff retention and property maintenance.</li> </ul>

	<p>In future years and unlikely increasing in contract values, contracts will include the option to negotiate changes to address cost pressures through service changes.</p> <p><b>Need to widen access to ensure people get the right provision;</b></p> <ul style="list-style-type: none"> <li>- Schemes developed through the Ministry of Housing, Communities and Local Government (MHCLG) funding show a range of access points has benefits</li> <li>- Access points need to cater for different groups in different ways, including the option of moving some individuals direct to long term housing options (e.g. rent deposit, intensive support, housing first)</li> </ul> <p><b>Identification of a number of Long Stay clients within the units which has reduced the amount of capacity available;</b></p> <ul style="list-style-type: none"> <li>- Long term tenure absorbs a lot of the self-contained units within the adult pathways and draws off the commissioned support hours by default rather than need.</li> </ul>
17.	<p>Other factors identified through the review included</p> <p><b>Utilisation</b></p> <ul style="list-style-type: none"> <li>- Periods of high void levels in young people services led to an increase in the upper age from 21 to 22 years old</li> <li>- Pre Covid, utilisation levels in services were good <ul style="list-style-type: none"> <li>o Young people services in use achieving 85%- 95% with age increased.</li> <li>o Adult services achieving between 85% and 97% occupancy</li> </ul> </li> </ul> <p><b>Panels and Access to accommodation</b></p> <ul style="list-style-type: none"> <li>- Overview of access to services through panel processes has been positive.</li> <li>- The review highlighted 32% of referrals to the Young Person Panel were not suitable for the commissioned provision available (e.g. due to age, too complex, needs too low, not local), but all referrals accepted to panel were considered and went on to be accommodated within HRS services.</li> <li>- There are different access routes to accommodation for young people, dependent on whether they are considered by referrers to be suitable for HRS, or whether referrers feel they need a residential provision or semi independent accommodation provision for over 16s. the impact is that the opportunity for some young people who could have been accommodated in HRS (which is more cost effective) is lost and that there is no single overview of young people's accommodation needs.</li> <li>- Moving the adult Gateway panel to twice weekly during Covid should be retained.</li> </ul> <p><b>Service specific points</b></p> <ul style="list-style-type: none"> <li>- Provision of alcohol accommodation, which provides a service to help individuals manage their levels of alcohol use to enable them to sustain a tenancy, is a positive element in the overall offer and should be retained.</li> </ul>

	<ul style="list-style-type: none"> <li>- A significant proportion of young people accessing the services are care leavers for whom the LA has a statutory duty, as are 16 &amp; 17 year olds at risk of homelessness</li> <li>- There is a need for low cost, affordable housing for young people</li> <li>- The current offer for young parents is appropriate and adequate if the support from other services (i.e. Family Nurse Partnership) remains in place</li> <li>- Supported Lodgings, a service that recruits hosts to accommodate young people in their own homes, was a new service in 2016 and started well. Fewer hosts came forward during 2020 but numbers have started to increase again. The current payment mechanism for this service reflects the developmental nature of the service (i.e. the Council pays for additional hosts as and when they come on line) and should be continued.</li> </ul>
18.	Annual funding from the MHCLG has supported a wider development of services around rough sleepers. Providers delivering HRS services in Southampton have provided the platform on which these new services have been developed which enabled fast deployment rather than new start up initiatives. Throughout the review it is clear the future procurement route will need to accommodate flexibility to retain services that have achieved positive results as well as managing short term funding requirements
19.	An Equality and Safety Impact Assessment has been undertaken and informed the recommendations.
	<b>Commissioning intentions and Future Model</b>
20.	The Integrated Commissioning Unit (ICU) is putting forward proposals to go out to procure a range of HRS services with contracts to commence on 1 July 2022 for a period of 7 years (comprising 4 years initially and the option to extend for 2 + 1 years)
21.	Findings from the review have resulted in the proposal to commission many of the same services, with some reduction to accommodate rises in market rates, reflect change in demand and introduce new, evidence-based options. Changes are set out in the following sections
22.	<p>Future services for adults will comprise</p> <ul style="list-style-type: none"> <li>- 3 hostels offering 24 hour on site staffing, made up of <ul style="list-style-type: none"> <li>o 1 hostel with a minimum of 56 units of accommodation</li> <li>o 1 hostel with a minimum of 26 units of accommodation</li> <li>o 1 hostel with a minimum of 45 units of accommodation</li> </ul> </li> </ul> <p>These settings will need to accommodate additional accessible services funded by the MHCLG. This includes low threshold beds (access to a bed with minimal requirements placed on the individual e.g no service charge payable) and a Hub Assessment Service (a service that offers access for those new to rough sleeping).</p> <ul style="list-style-type: none"> <li>- 1 hostel with 26 units of accommodation providing 7 day coverage</li> <li>- 1 HRS alcohol accommodation with 24 units of accommodation</li> <li>- 2 or more contracts that provide <ul style="list-style-type: none"> <li>o 120 units of supported accommodation and</li> <li>o 190 individuals provided with floating support</li> </ul> </li> </ul>

- 1 new Housing First contract comprising 10 units/individuals

Total units of accommodation = 120 units (excludes floating support) and is a reduction of 17 units. This is set out in the table below:

Setting	Current provision	Proposed provision	Change
Hostel	3 (127 units)	3 (>127 units)	0
Self-contained units	26 (high need)	26 (med/low need)	0
Accommodation based support	147	120	-27 Units of accommodation
Non accommodation floating support	250 individuals	190 individuals	- 60 individuals
Alcohol accommodation	24 units	24 units	
Housing First	0	10 units/people	+10 Unit of accommodation
Total			-17* units of accommodation - 60 individuals supported through floating support

\*Whilst it would appear that 17 units of accommodation is a significant reduction, in reality the impact will be far less as 15 of the current units are not available as a result of being occupied by long tenure clients. These 15 units are part of negotiations with tenants and landlords to move to floating support services if required. A further 32 tenancies have been active for more than 3 years and may benefit from a similar approach.

The reduction in floating support by 60 individuals reflects identified underutilisation over the life of the current contract seeing the number of support hours reduce annually by between 19,000 and 28,000 over the 5 years. Some of this will reflect staffing issues (e.g. during Covid) but also underutilisation.

23.

Future services for young people and young parents will comprise

Young people

- 1 hostel with 40 units of accommodation
- Accommodation based support in various properties offering 40 units of accommodation
- Floating support provided to 25 young people
- Supported Lodgings available for up to 10 young people.
- 1 new Housing First contract comprising 10 units/individuals

Total units of accommodation = 80 units of accommodation (excludes supported lodgings and floating support) and is an overall reduction of 37 units

Setting	Current provision	Proposed provision	Change
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Hostel	40 units (1 site)	40 units (2 sites)	0
Accommodation based support	87 (2 contracts)	40 units (2 contracts)	-47 units of accommodation
Non accommodation floating support	25	25	0
Supported Lodgings	Up to 12 Max to date = 8**	Up to 10	
Housing First		10 units/people	+10 units of accommodation
Total			-37*

\*void levels reached 22% (35 units) prior to outbreak and prior to change in age range. Upper age rose from 21 to 22 to reduce voids. Upper age will return to 21.

\*\* activity to date has not exceeded 8 placements, so not a reduction

Services for young parents will remain the same but offered as a single contract and comprise 30 units of accommodation as

- 1 property with 24 hour staff presence, with 7 units of accommodation
- Accommodation based support in various properties offering 23 units of accommodation

24.

**Reduction in the number of units**

- Within Adult Services the total number of units will reduce by 17. This will be offset by 15 individuals who are long term tenants who will be offered an alternative floating support service.
- The number of adults supported by the floating support service will reduce and contracts will be targeted toward different levels of need (high, medium and low). Given the underutilisation of the service over the life of the current contract, the impact is expected to be minimal.
- Young people's HRS services will see a reduction of 37 units. The impact of this will be mitigated by
  - o Recognising the high (22%/35 units) void rate over several years prior to Covid.
  - o Reinstating an upper age limit of 21, with those aged >21 being redirected to the adult pathway

25.

Active conversations and analysis work is also underway to explore the option of directing placements away from the 16+ Framework, with an associated redirecting of resources to the HRS services. This would involve two funding components

- Block payment to secure a number of units in the contract
- Call off arrangement enabling additional support hours to be provided

Both seek to retain the young person in the HRS setting home and add additional support to help them develop their skills to live independently.

26.

In response to the findings of the Service Review, the following changes (set out in Paragraphs 26 to 37) are also proposed for the new contract/commissioning arrangements.

	<p><b>Meeting complex needs</b></p> <p>Several areas emerged in response including:</p> <ul style="list-style-type: none"> <li>- the introduction of the Housing First contracts for single adults and young people (as identified above), an evidence-based approach to supporting individuals who are difficult to accommodate in existing options, notably those who have a long history of homelessness</li> <li>- The use of a Priority Index Tool was identified as a helpful mechanism to reflect levels of risk and complexity and support professional decisions and will be built into the referral process moving forward.</li> <li>- Ensuring services train staff in Trauma Informed Care (TIC) approaches and where funding allows, secure psychological support to the workforce – will be a key component of the specifications.</li> <li>- Intensive support developed through MHCLG funding will be expanded into the HRS offer.</li> </ul>
27.	<p><b>Change in the dynamic between property and support</b></p> <p>Under the new contract, Providers will take the lead on securing properties for a larger percentage of properties in the HRS pathways. This will be a step change from the Council sourcing and securing accommodation separate to commissioning the support that goes into the accommodation. This change reflects the changing landscape over recent years where many support providers are also landlords or have negotiated strong alliance with landlords.</p>
28.	<p><b>Long term tenants</b></p> <p>Future proposals include a change in the way some properties are set up, moving them from the HRS pathway to more independent living arrangements. This will enable individuals to retain their home, for some a home over many decades, and continue to receive a level of floating support as required. This change also supports a reduction in the number of units in the single adult's pathway which offsets the cost pressure.</p>
29.	<p><b>Quality / safeguarding</b></p> <p>Providers will continue to be asked to maintain high quality standards alongside robust safeguarding processes. Under the new contract arrangements, Housing providers will also be required to work to the new National Statement of Expectations and through this, asked to report on the income received through higher rate housing benefit and how it is used to support the service model.</p>
30.	<p><b>Stronger engagement</b> with users and potential users of the services will be expanded in young people services through the development of a Tenancy Board. This may be extended to include Adult Services if proved to be appropriate and successful.</p>
31.	<p><b>Access and the use of panels</b> will remain comparable to current approaches, for young people and young parents through the Young Persons HRS Panel but will be expanded to engage critical partners in the placement process and consider referrals across all types of young people's accommodation options, not just the HRS contracts.</p> <p>The Adults Gateway adapted during the pandemic and settled on a twice weekly forum which will continue in the future.</p>

32	<p><b>Procuring services through a Framework</b></p> <p>The new commissioning arrangements will move from separate contracts to a Framework which provides greater flexibility and options to deal with changing needs and demand. Whilst offering certainty to successful providers of services we wish to retain over the life of the contract (e.g. hostels), a Framework also offers flexibility to adapt and respond to short term funding opportunities (e.g. MHCLG annual funding) and offer spot purchasing arrangements if required (e.g. top up support packages). Procurement would seek 45% quality, 5% social value and 50% price</p>
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**RESOURCE IMPLICATIONS**

**Revenue**

33. The current available budget and annual value of HRS services is £3.66M of which £2.72M supports vulnerable single adults and £0.94M supports young people and young parents. The proposals for the new services retain the same values across the life of the contract, totalling £14.64M over the initial 4 year period and £25,62M if contracts use all extension options proposed and remain active for 7 years.

	1 year	4 years	7 years
	£M	£M	£M
Single adults	2.72	10.88	19.04
Young people & young parents	0.94	3.76	6.58
<b>Total</b>	<b>3.66</b>	<b>14.64</b>	<b>25.62</b>

34. It should be noted a 10% reduction was applied in 2016, securing in excess of £0.5M savings. Some of this was achieved through efficiencies and the remaining achieved by pricing the service at the lowest price point at which the risks associated with the services could be safely managed. The price has not risen since 2016 and now presents a significant risk if not raised to match competitor employment rates and ensure the provider can recruit an adequately skilled workforce. In addition, it should be noted that other risks include the financial pressures of unpaid rent, delayed welfare payments and costs arising from high maintenance and repairs required.

35. The level of Intensive Housing Management/higher rate housing benefit paid to providers, varies between providers and goes a long way in offsetting cost pressures in some services for maintenance, repairs, security, including security staff. Commissioners need a better understanding of this going forward. A more transparent reporting of higher rate housing benefit will therefore be introduced to assist commissioners in their understanding and awareness of these financial risks, but, reports over the life of current contracts show significant and increasing financial pressures on all providers.

36. The recommended commissioning approach is therefore to increase the unit price whilst remaining within the existing budget, by reducing the number of units as outlined in paragraph 22.

37. To safely deliver a viable service to vulnerable single adults, young people and young parents contracts need to attract providers with a suitably skilled

	workforce, for which comparable market rate is required. Achievement of further savings on top of managing the cost pressure could result in a reduction of services, which will likely divert activity to other LA budgets (Housing, ASC and Childrens Services). However It is proposed to use the tender process to encourage savings by applying a 50% weighting to price.
<b><u>Property/Other</u></b>	
38.	There are 4 properties owned by SCC and leased to one of the providers as part of the current contract. Three of the properties are subject to a change of lease holder, moving from the current support provider to the successful bidder. The fourth property will be returned to the Council and managed through the Housing Services Team. Steps are in place to manage the change of lease holders for all the properties.
39	Appropriate consultations will take place with all residents between October 2021 and July 2022, prior to any changes being finalised.
<b>LEGAL IMPLICATIONS</b>	
<b><u>Statutory power to undertake proposals in the report:</u></b>	
40.	Procurement will be carried out in accordance with the Council's Contract Procedure Rules and Financial procedure Rules and having regard to the Equality Act 2010 and the Human Rights Act 1998 in considering the impact of commissioned services on end service users.
<b><u>Other Legal Implications:</u></b>	
41.	The Homelessness Reduction Act and the Care Act 2017 places legal duties on local authorities so that everyone who is homeless or at risk of homelessness will have access to meaningful help, irrespective of their priority need status, as long as they are eligible for assistance. The HRS services assist with the delivery of these responsibilities.
42.	The Care Act 2014 imposes various statutory duties on LAs when exercising Adult Social care functions to promote the individuals' well-being, prevent needs arising and escalating, safeguarding and the duty to provide advice and information. Service users who are provided with HRS may have eligible unmet needs for care and support but even if they do not the LA has a discretionary power to meet individual's needs. The Act places various duties and responsibilities on Local Authorities about commissioning appropriate services. In particular all Local Authorities should encourage a wide range of service provision to ensure that people have a choice of appropriate services.
43.	The Children Act 1989 places duties on LAs in regards to Care Leavers and those aged 16 and 17 years old in need of support and accommodation.
<b>RISK MANAGEMENT IMPLICATIONS</b>	
44.	Reputational risk <ul style="list-style-type: none"> <li>- SCC may face challenges and therefore reputation risk around the reduction of supported accommodation for young people and single adults. Identifying and adequately communicating information that supports the rational for efficiencies, through a change in the support</li> </ul>

	<p>for single adults and age criteria for young people services will help to mitigate this risk.</p> <ul style="list-style-type: none"> <li>- SCC may face challenges around the level of expenditure on other areas of business while seeing no increase in resources to support young people, young parents and single vulnerable adults. Providing clear information about other areas of expenditure will help mitigate this risk.</li> <li>- Not providing HRS may result in SCC facing reputational damage as a result of not supporting as many vulnerable young people, young parents and single adults in the future.</li> </ul>
44.	<p><b>Financial risks</b></p> <p>A reduction in services as a result of market alignment may result in some pressures on housing, children (CS) and adult services (ASC). Discussions with ASC and CS are looking at cost avoidance options, including investment to maintain the overall financial envelope which would help mitigate this risk.</p>
45.	<p><b>Procurement risks</b></p> <ul style="list-style-type: none"> <li>- There is a very small risk no providers bid for the services. This is mitigated through robust communications and engagement with the sector and long-term contracts being offered</li> <li>- Providers may struggle to secure sufficient accommodation. This is mitigated through market engagement, early planning and long lead in times (Jan – June 21)</li> </ul>
<b>POLICY FRAMEWORK IMPLICATIONS</b>	
46.	<p>Procurement of HRS services will have no direct impact on the Council's Policy Framework. However, it will support delivery of</p> <p><b>Southampton City Health and Care Strategy, 2020 - 2025</b></p> <p>Aims to reduce inequalities, confront deprivation and work with people to build resilient communities and live independently.</p> <p>Specifically for Children and young people, through the theme of Start Well, they will get the best start in life, are able to achieve the best opportunities and keep as healthy and well as possible throughout their lives. The work also supports people through the Live Well theme which supports the ambition that people enjoy and are able to maintain a sense of wellbeing and good health, supported by resilient communities.</p> <p><b>Southampton Homelessness Prevention Strategy 2018-2023</b></p> <p>This work supports SCC's commitment to continue to prevent homelessness across the city and meet some of the stated priorities:</p> <ul style="list-style-type: none"> <li>• provide early Intervention to stop people becoming homeless or having to sleep rough,</li> <li>• Provide support to people who are homeless to address their needs and avoid repeat homelessness</li> </ul> <p>Provide adequate temporary accommodation for short periods only</p>

<b>KEY DECISION?</b>	<b>Yes</b>
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<b>WARDS/COMMUNITIES AFFECTED:</b>		
<u>SUPPORTING DOCUMENTATION</u>		
<b>Appendices</b>		
1.		
2.		
<b>Documents In Members' Rooms</b>		
1.		
2.		
<b>Equality Impact Assessment</b>		
<b>Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.</b>		<b>Yes</b>
<b>Data Protection Impact Assessment</b>		
<b>Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out.</b>		<b>Yes</b>
<b>Other Background Documents</b>		
<b>Other Background documents available for inspection at:</b>		
<b>Title of Background Paper(s)</b>		<b>Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)</b>
1.		
2.		



## Equality and Safety Impact Assessment

The **public sector Equality Duty** (Section 149 of the Equality Act) requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity, and foster good relations between different people carrying out their activities.

The Equality Duty supports good decision making – it encourages public bodies to be more efficient and effective by understanding how different people will be affected by their activities, so that their policies and services are appropriate and accessible to all and meet different people’s needs. The Council’s Equality and Safety Impact Assessment (ESIA) includes an assessment of the community safety impact assessment to comply with section 17 of the Crime and Disorder Act and will enable the council to better understand the potential impact of the budget proposals and consider mitigating action.

<p><b>Name or Brief Description of Proposal</b></p>	<p><b>Housing Related Support services:</b></p> <p>Southampton City Council currently commissions a range of housing related support (HRS) for vulnerable single adults, young people and young parents. The current contracts expire in June 2022.</p> <p>Following a strategic review of the Housing Related Support services in Southampton in 2020-21, it is proposed that comparable HRS services for vulnerable single adults, young people and young parents continue to be commissioned to commence from 1st July 2022. There will be a new Housing First provision that builds on best practice and evidence based approaches for entrenched rough sleepers. Commissioned services will sit alongside other new services annually commissioned through Ministry of Housing, Communities and local Government (MHCLG) funding. The review and future commissioning plans take account of learning and potential changes that may arise from MHCLG funded services.</p> <p>This ESIA considers the impact of specific changes arising from the review and recommendations, notably</p> <ul style="list-style-type: none"> <li>- Reduction in the available units for young people and single vulnerable adults</li> <li>- A change in the offer of some units of accommodation from current use to a Housing First approach</li> <li>- Stronger engagement of young people through</li> </ul>
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	development of a Tenancy Board
<b>Brief Service Profile (including number of customers)</b>	<p>Housing related support provided to people living in Southampton is currently delivered through a number of different service elements and contracts and is separated into young peoples' and young parents' services and vulnerable single adult services.</p> <p>The housing related support services engage with individuals who are experiencing difficulties associated with accessing, managing or sustaining their accommodation. The services balance the needs of different groups including those who are homeless, those at risk of homelessness and those who are accessing support as part of their route to independent living. These are individuals who may have complex needs and vulnerabilities around mental health, substance misuse, disability, learning disability and homelessness.</p> <p><b>Current commissioned services:</b></p> <p><b><u>Vulnerable Single Adults</u></b></p> <p>Commissioned HRS services for single adults comprises</p> <ul style="list-style-type: none"> <li>• 3 hostels covering over 125 units of accommodation with 24-hour staffing,</li> <li>• 1 hostel with staffing 7 days per week (26 units)</li> <li>• 147 units of supported accommodation.</li> <li>• Non accommodation HRS (floating support) to over 200 individuals</li> <li>• Alcohol specific accommodation (24 units)</li> </ul> <p><b><u>Young people and young parents</u></b></p> <p>Accommodation options for young people and young parents in Southampton are broader than just the current housing related support commissioned offer. A cross authority Post 16, semi-independent accommodation service is in place and provides accommodation options for young people aged 16 years and over. Commissioned HRS services for young people and young parents comprises:</p> <ul style="list-style-type: none"> <li>• 1 foyer/hostel offering 40 units of accommodation</li> <li>• 30 units of accommodation for young parents, including 7</li> </ul>



	<p>units with 24-hour staffing</p> <ul style="list-style-type: none"> <li>• 87 units of supported accommodation.</li> <li>• Non accommodation HRS (floating support) to 25 individuals</li> <li>• Supported Lodgings for up to 12 young people</li> </ul> <p>Contracts commenced in 2016 for 3 years, with 2 one-year extensions applied in 2019.</p> <p><b><u>Rough Sleeper Initiatives</u></b></p> <p>In addition to the current commissioned services, SCC has successfully bid for grant funds via MHCLG providing year on year funding for services to target rough sleepers. Initially part of the governments drive to end rough sleeping the focus was heightened as the pandemic took hold and the government asked Local Authorities to get 'Everybody In' in March 2020. Annual funding rounds have supported a range of new services to be commissioned, albeit on a year by year basis.</p> <p><b>Future Commissioning Intentions:</b></p> <p><b>Framework</b></p> <p>New contracts will be sought from July 2022 through a Framework approach. A Framework will provide additional flexibility to support short term funding opportunities, access to additional funding (if available) through children and adult social care budgets and stability for well-established and valued services.</p> <p>The Framework will allow for a number of contracts to be set up as block purchase arrangements, which will give providers a level of certainty for some contracts over the life to the Framework. It also allows a degree of flexibility alongside the stability of block contracts to</p> <ul style="list-style-type: none"> <li>- Expand services as funding becomes available</li> <li>- Offer additional call off options to prevent breakdown of tenancy or better meet higher, more complex need.</li> <li>- Allows new initiatives to be explored where the opportunity arises.</li> </ul>
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**Summary of Impact and Issues**

- In the period since the current Housing Related Support offer was commissioned, costs – including property repairs but particularly of staff support hours - has risen. This needs reflecting in the contract values. In order to ensure that the overall cost of the HRS remains within the available budget, the number of units of accommodation for young people and single vulnerable adults will decrease.
- This will impact most on the young people’s estate which it is estimated will reduce by 29% of bed spaces. During the current contracts the Young people’s supported accommodation was operating with an average of 22% voids. The upper age limit was raised to 22 years to reduce voids. In addition, a 5 unit property was re-provisioned for use by single vulnerable adults. A return to the original upper age limit (21 yr olds)) will help mitigate the impact of the reduction, but there will still be some impact upon the capacity of the young people’s offer.
- During the course of the service review it was noted that a number of single adults had been in residence for periods far in excess of the proposed timescales for HRS services. This has contributed to an inability to move tenants through the supported housing pathway in a timely way and impacts on other single vulnerable adults needing to access HRS services. As part of the reduction to single vulnerable adults pathway, steps are being taken to transition the residents and the properties they reside in to a floating support model rather than being part of a supposedly HRS pathway. Tenants of such properties will be assessed and will continue to receive floating support as necessary in the new contracts.
- Procurement processes are likely to result in a degree of instability in the run up to the tendering exercise and for a period after the new contracts are awarded. Some service users, staff and providers may feel anxious and uncertain about the future. Engagement since the start of the review and throughout

	<p>the process should help mitigate concerns. Providers will be monitoring staffing levels to ensure services are able to maintain the capacity of the current services.</p> <ul style="list-style-type: none"> <li>• Reduced capacity, in the unlikely event this occurred, could impact upon all service users. However, some of the most chaotic or those who have complex needs and who require greater support and motivational work undertaken with them in order to keep them engaged may be affected disproportionately. Groups who may fall under this category could be drug and alcohol users, those with mental or physical health problems and particularly young people and young parents.</li> <li>• The government has made their intentions clear about their aim to end rough sleeping by the end of the parliament and the need for the LA to develop strategies to deliver this. The HRS provision is fundamental to the delivery of that aim and RSI projects have been aligned accordingly.</li> </ul>
<p><b>Potential Positive Impacts</b></p>	<ul style="list-style-type: none"> <li>• Bringing contract values in line with wider market rates and service costs will ensure providers and the necessary workforce are available to support these groups of vulnerable people.</li> <li>• Commissioning a flexible housing related support offer will allow SCC to align with national strategy and guidance around ending rough sleeping and supporting those often excluded from services.</li> <li>• With any review, it enables services to review and re-focus on quality, safeguarding, strengthened partnership working and greater service user engagement. Features that are captured in the proposals for new services.</li> <li>• It will also offer an opportunity to test the market for new and innovative providers and to obtain best value for money by potentially increasing service capacity, and therefore increasing the offer for those with protected characteristics to access services.</li> </ul>

	<ul style="list-style-type: none"> <li>• Housing first will provide evidence based, government backed approach to supporting some of the most excluded young people and single vulnerable adults known to be homeless.</li> <li>• Single vulnerable adults who have been resident in properties for periods in excess of 4 years, will be subject to a review and consideration given to how their current accommodation can become their long term place of residency through change in contracting arrangements, HRS status and offer of floating support.</li> <li>• Close working with Adult Social care and Children Services will support improved support and placement options for young people and single vulnerable adults through additional support hours being available to enable difficulty situations to be better support and managed.</li> <li>• Commissioning of services will enable all current residents and homeless people to continue to have access to HRS services.</li> </ul>
<b>Responsible Service Manager</b>	<u>Sandy Jerrim - Senior Commissioner</u>
<b>Date</b>	

<b>Approved by Senior Manager</b>	<u>Stephanie Ramsay – Director for Quality and Integration</u>
<b>Signature</b>	
<b>Date</b>	

**Potential Impact**

<b>Impact Assessment</b>	<b>Details of Impact</b>	<b>Possible Solutions &amp; Mitigating Actions</b>
<b>Age</b>	<p>For young people and young parents, the available units of supported accommodation will decrease by up to 29%.</p> <p>An estimated 17 single vulnerable</p>	<p>Upper age limit will return to 21yrs (from temporary 22 yrs) bringing numbers in line with available accommodation levels.</p>

	<p>adults may see a negative change in their accommodation status and options as a result of addressing long term residency in a short term HRS pathway. Some individuals will have a positive impact from this change, others may find it distressing and have other impacts emerge (e.g potential move)</p>	<p>Adult providers will continue to put in place appropriate measures to support any young person aged 18 yrs upward, with suitable accommodation and support.</p> <p>Support providers, landlords and commissioners will work together in order to ensure that all individuals are appropriately assessed and offered support as required to ensure a safe transition to the new services with the appropriate level of support provided.</p>
<p><b>Disability</b></p>	<p>This proposal could potentially impact individuals with a mental illness, learning disability, autism, physical and sensory disabilities, substance use disorder and long-term condition if continuity of care is not maintained. Continuity of care and knowledge of the individual's disabilities is important to some of these groups.</p> <p>There is also the potential for positive impacts for this group of people as the new contract will include a greater focus on promoting and facilitating access to a range of services that will minimise the need for more intensive support.</p>	<p>Any change in provider would be subject to a transition plan, this will ensure the management of the transfer is completed in a way that places high priority in providing reassurance to individuals.</p> <p>A communications plan will be developed which will include ensuring all individuals are kept informed of any changes, the timescale and who to contact with any concerns.</p> <p>An implementation period (6 months) has been factored into the timescales that will allow transfer of support where necessary.</p> <p>Staff delivering the current services are likely to be entitled to TUPE opportunities if a new provider were appointed. This will help provide continuity of care to the majority of individuals.</p>

<p><b>Gender Reassignment</b></p>	<p>No specific detrimental impact upon individuals undergoing gender dysphoria or reassignment has been identified. Culturally appropriate services will be delivered by the provider.</p> <p>This protected group are often subject to discrimination and there is a risk that they would be disproportionately affected by a change in care away from agencies and individuals with whom they have built up trust.</p>	<p>Service specifications include a requirement for services to work with people with a range of needs including issues of diversity.</p> <p>Transition arrangements will consider any individual need in relation to diversity and continuity of care will be actively considered e.g. where TUPE arrangements apply.</p>
<p><b>Marriage and Civil Partnership</b></p>	<p>No specific negative impact has been identified as regards the proposals for the new services.</p> <p>However, homelessness often has an impact on the individual's ability to sustain existing or commence new relationships. Women often have a background of domestic abuse rendering them vulnerable to further abuse.</p> <p>Service users frequently have problematic use of drugs and alcohol and this has a direct impact on relationships. In particular the relationship between Alcohol and Domestic Abuse is well evidenced.</p>	<p>Service specifications include a requirement for services to work with people with a range of needs.</p> <p>Access to services by couples will continue and will be monitored to ensure that couples who find themselves homeless are provided with the support and advice needed to manage a joint tenancy appropriately.</p>
<p><b>Pregnancy and Maternity</b></p>	<p>No specific negative impact has been identified as regards the proposals for the new services.</p> <p>Some female service users present as pregnant or become pregnant during their period of accommodation</p>	<p>Service specifications include a requirement for services to work with people with a range of needs. This includes pregnant women requires close partnership working with primary care and maternity services in order to ensure the best level of care for both mother and unborn child.</p>
<p><b>Race</b></p>	<p>No specific detrimental impact upon individuals related to ethnicity or race issues is anticipated.</p> <p>This protected group are often subject to discrimination and there is a risk that they would be disproportionately affected by a change in care away</p>	<p>Service specifications include a requirement for services to work with people with a range of needs including issues of diversity.</p> <p>The provider will be expected</p>

	from agencies and individuals with whom they have built up trust.	to support and match individuals' cultural needs such as language and support etc.
<b>Religion or Belief</b>	No specific detrimental impact upon individuals related to religion or belief issues is anticipated.	Service specifications include a requirement for services to work with people with a range of needs including issues of diversity.  The provider will be expected to support and match individuals' cultural needs such as language and support to access religious activities/requirements.
<b>Sex</b>	No specific detrimental impact upon individuals related to gender is anticipated. Services currently provide gender specific support as required.	There will not be any changes to the eligibility criteria based on gender. Service specifications include a requirement for services to work with people with a range of needs including gender specific issues.  There will be consideration of personal choice for gender of key worker where possible.
<b>Sexual Orientation</b>	No specific detrimental impact upon individuals related to their sexual orientation is anticipated.  This protected group are often subject to discrimination and there is a risk that they would be disproportionately affected by a change in care away from agencies and individuals with whom they have built up trust.	Service specifications include a requirement for services to work with people with a range of needs including issues of diversity.  Transition arrangements will consider any individual need in relation to diversity and continuity of care will be actively considered e.g. where TUPE arrangements apply.
<b>Community Safety</b>	No specific detrimental impact upon individuals related to community safety is anticipated.  The service will work with individuals to reduce their vulnerabilities enabling people to keep themselves safe.	Improved joint working between agencies to ensure individuals have access to support services linked to prevention and intervention.
<b>Poverty</b>	No specific detrimental impact upon	Contracts will continue to

	<p>individuals related to poverty is anticipated.</p> <p>People covered by these proposals are at risk of poverty, the provision may relieve the impact of that potential poverty by offering support to address practical needs such as helping with benefits and developing life skills.</p>	<p>provide individuals with support in developing life skills and managing finances.</p> <p>The specification includes approaches to support those experiencing social and financial issues.</p>
<b>Health and Wellbeing</b>	<p>No specific detrimental impact upon individuals related to their health and wellbeing is anticipated.</p> <p>The service will work with individuals to reduce their vulnerabilities enabling people to keep themselves healthy.</p> <p>Unhealthy behaviours are known to cluster in populations and are a key driver of health inequalities. People who have experienced homelessness often have considerable issues around poverty which good quality accommodation and support can help to address. Individuals on a low income and unemployed individuals are also more heavily represented in problematic drug and alcohol use.</p>	<p>Contracts will continue to build good joint working arrangements between agencies to ensure individuals have access to support services linked to prevention and intervention.</p> <p>Current services are required to promote the engagement of service users in structured activities in order to encourage employability. This is particularly beneficial for those who are unemployed or who have never worked and will continue into future contracts.</p> <p>Current services are also required to have regular “healthy conversations” as part of a “Making Every Contact Count” (MECC) approach to raise individual’s awareness of health and wellbeing issues that may be affecting them.</p>
<b>Other Significant Impacts</b>	<p>No specific detrimental impact upon individuals is anticipated.</p> <p>There is overwhelming evidence that addressing homelessness can have a major positive impact on mortality and morbidity and thus reduce demand for health and care services.</p> <p>Unhealthy behaviours such as long-term drug or alcohol use are known to cluster in populations and are a key driver of health inequalities. A reduced</p>	<p>Service specifications will continue to ensure providers offer signposting to services to address homelessness, substance use, social issues, and physical and mental health problems.</p>



	housing related support offer is likely to lead to higher demand on future health and social care services and may increase health inequalities.	
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<b>DECISION-MAKER:</b>	<b>COUNCIL</b>		
<b>SUBJECT:</b>	<b>Domestic Violence and Sexual Abuse Service Recommissioning</b>		
<b>DATE OF DECISION:</b>	<b>15 September 2021</b>		
<b>REPORT OF:</b>	<b>COUNCILLOR SPIROS VASSILIOU CABINET MEMBER FOR COMMUNITIES, CULTURE AND HERITAGE</b>		
<b><u>CONTACT DETAILS</u></b>			
<b>Director</b>	<b>Title</b>	<b>Executive Director Communities, Culture &amp; Homes Director of Quality and Integration</b>	
	<b>Name</b>	<b>Mary D’Arcy Stephanie Ramsey</b>	<b>Tel: 023 8083 4611 023 8029 6941</b>
	<b>E-mail:</b>	<a href="mailto:mary.d'arcy@southampton.gov.uk">mary.d'arcy@southampton.gov.uk</a> <a href="mailto:stephanie.ramsey1@nhs.net">stephanie.ramsey1@nhs.net</a>	
<b>Authors:</b>	<b>Title</b>	Senior Commissioner	
	<b>Name:</b>	Sandy Jerrim	<b>Tel: 023 8029 6039</b>
	<b>E-mail:</b>	<a href="mailto:s.jerrim@nhs.net">s.jerrim@nhs.net</a>	
<b>STATEMENT OF CONFIDENTIALITY</b>			
None			
<b>BRIEF SUMMARY</b>			
<p>With our current Domestic Violence contracts coming to an end in March 2022, a full service review has been conducted by commissioners to look in detail at the performance of services for medium risk domestic abuse victims, those who have been victims of sexual abuse and those needing to access refuge provision. These services are currently delivered by two separate contracts:</p> <ol style="list-style-type: none"> <li>1. Prevention and Early Intervention (PEI) – Provided by Yellow Door</li> <li>2. Refuge – Provided by Homegroup</li> </ol> <p>Findings from this review have guided our commissioning intentions from April 2022 and are being presented to Joint Commissioning Board for consideration and support prior to final approval by Council.</p> <p>The Prevention and Early Intervention service currently delivers:</p> <ul style="list-style-type: none"> <li>- Telephone support <ul style="list-style-type: none"> <li>o Contact point for domestic violence (PIPPA)</li> <li>o Sexual Abuse helpline</li> <li>o Yellow Door main contact number</li> </ul> </li> <li>- Independent Sexual Violence Advisors (ISVAs)</li> <li>- Sexual violence therapeutic services <ul style="list-style-type: none"> <li>o Adults</li> <li>o Children and young people</li> <li>o Family</li> </ul> </li> <li>- Domestic Abuse team</li> </ul>			

- Pattern changing courses
- Adverse Childhood Experiences recovery
- Education on domestic abuse and healthy relationships for young people in school
- Diversity and inclusion advocacy
- Domestic abuse outreach
- IRIS – educator/advocator work with primary care settings
- Feelings Affect Behaviour courses for families
- Young people drop in sessions

The Refuge service currently delivers:

- A residential option for victims (and their children if they have them) to flee a domestically abusive relationship.
- This consists of 5 family and 7 single occupancy rooms
- Work with victims to build confidence and skills to engage with other support services and access the appropriate support to rebuild their (and their children’s’ lives).
- Support individuals and families to move on to long term safe accommodation.
- Capacity to the national network of refuges.

Alongside commissioners from the Office of the Police and Crime Commissioner (OPCC), we will be looking to jointly recommission a broadly similar range of services. These will be combined into one single contract with clear instructions of the defined areas of service required. The contract will also set out the potential development and expansion role the provider will need to undertake in response to the new Domestic Abuse Act 2021 and findings from the needs assessment.

As a consequence of new legislation (the Domestic Abuse Act 2021) there is a range of activity underway to prepare Southampton City Council (SCC) and local services to deliver against the requirements of the Act. This paper represents the Commissioned Services element of this work but is aligned to the wider work and duties in the Act.

Alongside the commissioned services review a paper which links into the delivery of domestic abuse work in Southampton is going to Cabinet (August 2021). The report entitled appointment of a Local Partnership Board pursuant to part 4 of the Domestic Abuse act 2021 seeks Cabinet support to appoint a local partnership board consisting of key partners with an interest in tackling domestic abuse and supporting victims, including their children. The role of the Board is to provide advice to Southampton City Council on the exercise of its duties under Part 4 of the Domestic Abuse Act 2021 and the provision of other local authority domestic abuse support in its area. This will include the preparation of a system-wide strategy, addressing the 2021 Act in general and any other relevant need in the city.

The Independent Sexual Violence Advisor (ISVA) service, which has been a significant part of our sexual violence support service will be commissioned by the OPCC as a pan-Hampshire service from April 2022. This means changes will be necessary within the specifications for the new service.

**RECOMMENDATIONS For Council:**

	(i)	Subject to approval from Joint Commissioning Board (JCB) to agree to a procurement of Domestic Violence and Sexual Abuse services
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		for period of 7 years (5+2) for a total value of up to £3,430,000 (£490,000, p/a) using existing and available budgets of which £344,000 is SCC and CCG funding and £146,000 Office of Police and Crime Commissioner funding.
	(ii)	To note, in addition to the £490,000, the contract would include the potential to vary the current annual value by up to 45% of SCC contributions (£154,800 per annum) to respond to new services required as a result of the new Domestic Abuse Act, subject to further approvals.
	(iii)	to delegate authority to the Director of Quality & Integration to carry out a procurement process for the provision of HRS services as set out in this report and to enter into contracts in accordance with contract procedure.

### **REASONS FOR REPORT RECOMMENDATIONS**

1.	The current Domestic Violence and Sexual Abuse contracts come to an end in March 2022. Approval is required through Council to carry out a procurement for new services.
2.	These services enable Southampton City Council to meet statutory obligations under the Domestic Abuse Act to have support in place for victims of domestic violence and sexual abuse.
3.	<p>Services to support victims of domestic abuse are crucial to the safety and wellbeing of many of our residents. Domestic abuse is seen in all sections of society, regardless of age, faith, education, employment, children, income, complex needs and any other attribute. Southampton is committed to providing support to victims of domestic violence and sexual abuse (DVSA) offering support in a time of crisis, keeping them safe from further harm, enabling victims to make supported and informed decisions such as whether to leave an abusive partner, if that is their wish, and gaining practical and/or emotional support to help them rebuild their lives.</p> <p>This work also supports a number of key strategies such as the Safe City Partnership strategy and the Health and Care 5 year strategy in their aims to safeguard victims and improve their wellbeing while avoiding greater pressures on other services across the system including mental health and substance misuse.</p>

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

4.	An extension to existing arrangements has been considered but is not viable. All contract extensions have now been used. A final option to direct award to the incumbent providers for a single year was used for the current financial year. This arrangement, implemented under a VEAT (Voluntary Ex-Ante Transparency) Notice specified to the market that the arrangement would be for no more than one year. Going back on this assertion leaves us open to legal challenge and reputational damage.
5.	Do nothing has been considered and rejected as it would result in no services being in place when the current contracts come to an end. Services are required to meet legal duties under the Domestic Abuse Act.

6.	The option for SCC to provide these services in house has been considered. This has been rejected because Southampton and neighbouring areas benefit from a good range of existing providers offering high quality and well-respected services. To pursue an SCC led service could mean that we lose the expertise and variety of provision and strong networks that exist amongst the external providers. The Southampton First policy has made this approach a strong consideration but the evidence from our own experience and neighbouring authorities indicates a strong market geared up to competitively tender for this contract and deliver quality, specialism and cost effectiveness.
<b>DETAIL (Including consultation carried out)</b>	
7.	Both domestic abuse and sexual violence are sadly seen in all sections of society, regardless of age, faith, education, employment, children, income, complex needs and any other attribute. Southampton is committed to providing support to victims of domestic violence and sexual abuse (DVSA) offering support in a time of crisis, keep them safe from further harm, leave their perpetrator if that is their wish and gain practical and/or emotional support to help them rebuild their lives. Southampton City Council plays a key role in commissioning services to support victims whether they be in crisis or on the road to recovery.
8.	A detailed service review was undertaken by commissioners and looked in detail at service delivery, demand and suitability of the service in context of the Domestic Abuse Act 2021. The review began with a detailed context paper offering a snapshot of key issues at the end of 2020 and culminated with a service review paper including preferred and rejected options for commissioning.
9.	The review engaged colleagues from across Health and Social Care, Health, Criminal Justice and the third sector. Commissioners also noted feedback from service users and commissioners from other areas.
10.	Findings from the review were presented back to key stakeholders to offer the opportunity to confirm or challenge our commissioning intentions.
11.	<p>Following the detailed review, the commissioners recommend:</p> <ul style="list-style-type: none"> <li>• Procurement of Domestic Violence and Sexual Abuse services that provide a range of defined services and includes safe accommodation and refuge provision contained in one contract</li> <li>• The commissioned service to retain a comparable range of services with the exception of Independent Sexual Violence Advisors (ISVAs). From April 2022 the ISVA service will be commissioned jointly with the Office of the Police and Crime Commissioner, Hampshire County Council and Portsmouth City Council as a pan-Hampshire contract.</li> <li>• The contract includes sufficient flexibility to support the delivery of additional work that may be required following completion of the needs assessment and formation of the new Domestic Abuse strategy</li> </ul>

12.	<p>Through the review and the wider work looking at the requirements under the Domestic Abuse Act it was identified that the current services offer good quality interventions to support some of the most vulnerable people supporting them to take control back in their lives. This has been borne out by the commissioning review and the independent review work undertaken as part of our preparedness to implement part 4 of the Domestic Abuse Act. Keeping a reasonably comparative service within the new specification will also allow us to develop the services to meet additional requirements arising from the Act over time without victims or professionals seeing a major change in how service operate</p>
13.	<p>A major change within the new service specification will be the move from commissioning separate contracts for refuge and community-based support for medium risk victims, to commissioning a single contract to cover both.</p> <p>There are a number of benefits identified in this approach:</p> <ul style="list-style-type: none"> <li>• More flexibility as the developmental elements of the specification become defined.</li> <li>• Greater accountability to the commissioners and Domestic Abuse Partnership Board.</li> <li>• Reduced management costs across the contracted services.</li> <li>• Provides a substantive basis to respond to the new duties under the Domestic Abuse Act, aligned to safe accommodation and support into accommodation.</li> </ul> <p>One potential disadvantage is that providers may have to take on a new specialist area of work. We will mitigate this by ensuring the tender allows for consortium bids with sub-contracting arrangements to help organisations draw on the required specialisms from other organisations if required.</p>
14.	<p>The review has also taken account of the OPCC decision to commission the ISVA provision as a pan-Hampshire service rather than placing this money into our contract. The benefit to this approach is greater consistency of provision across the whole Hampshire area and greater economies of scale by having one organisation delivering the ISVA work across Hampshire. There is a risk that the focus on Southampton's needs becomes diluted within a larger service but commissioners will be working closely with the OPCC and Hampshire partners to monitor the new arrangements and to ensure the level and quality of the current provision is maintained.</p>
15.	<p>The passing of the Domestic Abuse Act 2021 comes with a portion of "New Burdens" funding which has been granted to local authorities to allow them to deliver new services against Part 4 of the Act (Support into Safe Accommodation). Flexibility will be required within the new service contract to allow for us to develop our capacity in this area and respond to findings from the needs assessment once completed.</p>
16.	<p>The contract would be for a period of a total of 7 years as a 5 year contract with the option to extend for 2 further years. This timeframe will allow for a necessary period to embed the specification and develop services following activities precipitated by the Domestic Abuse Act 2021 (most notably the completion of the needs assessment and strategy for Southampton). An initial</p>

	term of 5 years is considered more attractive to the market as it offers a greater degree of stability and greater scope to deliver the developmental aspects of the specification.																										
17.	To support the requirement to be flexible and respond to requirements emerging from the Domestic Abuse Act and needs assessment, the contract will contain relevant and adequate variation clauses.																										
<b>RESOURCE IMPLICATIONS</b>																											
<b><u>Capital/Revenue</u></b>																											
18.	<p>As a minimum the expected annual contract value will be £490,000, and a total of £3,430,000 in total across the 7 years. The budget comprises funding from several sources including</p> <table border="0"> <tr> <td><b>ICU direct budget</b></td> <td style="text-align: right;"><b>£134,400</b></td> </tr> <tr> <td>Plus contributions</td> <td></td> </tr> <tr> <td>Public Health</td> <td style="text-align: right;">£132,500</td> </tr> <tr> <td>Public Health additional contribution to Yellow Door</td> <td style="text-align: right;">£8,000</td> </tr> <tr> <td>HRA contribution towards Yellow Door</td> <td style="text-align: right;">£11,100</td> </tr> <tr> <td>CCG towards DA contracts</td> <td style="text-align: right;">£58,000</td> </tr> <tr> <td><b>ICU &amp; Public Health total =</b></td> <td style="text-align: right;"><b>£209,600</b></td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td><b>Overall SCC and CCG budget total =</b></td> <td style="text-align: right;"><b>£344,000</b></td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td><b>Office of Police and Crime Commissioner =</b></td> <td style="text-align: right;"><b>£146,000</b></td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td><b>Total Funding =</b></td> <td style="text-align: right;"><b>£490,000</b></td> </tr> </table> <p>The contracting arrangements include the option to vary the contract if required and subject to further approvals.</p>	<b>ICU direct budget</b>	<b>£134,400</b>	Plus contributions		Public Health	£132,500	Public Health additional contribution to Yellow Door	£8,000	HRA contribution towards Yellow Door	£11,100	CCG towards DA contracts	£58,000	<b>ICU &amp; Public Health total =</b>	<b>£209,600</b>	 		<b>Overall SCC and CCG budget total =</b>	<b>£344,000</b>	 		<b>Office of Police and Crime Commissioner =</b>	<b>£146,000</b>	 		<b>Total Funding =</b>	<b>£490,000</b>
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<b><u>Property/Other</u></b>																											
19.	<p>The new provider will need to source 12 units of refuge accommodation, for which there may be an option to use an existing property owned by Southampton City Council and in use in the current contract. If they chose to use the property, it will be subject to the findings of a survey checking it remains fit for purpose. If they do not use the SCC property, through their choice or outcome of the survey, appropriate steps will be taken to ensure all individuals who have accessed the current refuge provision, and not moved on by April 2022, are supported to pursue a number of positive move on options, including a transfer to the new commissioned refuge.</p> <p>Where a provider is not seeking to take forward the SCC property, the property will be considered for alternative use by SCC Housing and ICU teams.</p>																										
<b>LEGAL IMPLICATIONS</b>																											
<b><u>Statutory power to undertake proposals in the report:</u></b>																											



20.	The Domestic Abuse Act (the Act) was signed into law on 29 April 2021. The Act places new Duties on a range of statutory partners.
21.	<p>Part Four of the Act places Duties on Southampton City Council (SCC) to:</p> <ul style="list-style-type: none"> <li>● Appoint a multi-agency Domestic Abuse Local Partnership Board</li> <li>● Carry out a Safe Accommodation Needs Assessment</li> <li>● Develop and publish a Safe Accommodation Strategy by August 2021 (date subject to formal consultation), having regard to the needs assessment</li> <li>● Give effect to the strategy (through commissioning / de-commissioning decisions)</li> <li>● Monitor and evaluate the effectiveness of the strategy</li> <li>● Report back to central government annually.</li> </ul>
22.	<p>The Statutory Guidance makes it explicit that Part Four Duties are, “<i>separate to local authority housing duties under the Housing Act 1996 and the Homelessness Reduction Act 2017</i>” and Part Four Duties do, “<i>not place a requirement on authorities to provide domestic abuse victims with accommodation</i>”. It states, “<i>local authorities must still comply with their duties under homelessness law in line with the Chapter 8 of the Homelessness Code of Guidance for local authorities</i>”. It clarifies that, “<i>Accommodation such as generic Bed and Breakfast accommodation and homeless hostels – in that they are not solely dedicated to providing a safe place to stay for victims of domestic abuse, including expert support are not considered relevant safe accommodation, and as such, local authorities cannot commission support within these types under this duty</i>”. It states, “<i>Commissioning authorities will need to ensure that accommodation covered under other Acts, such as temporary accommodation provided under Part 7 of the Housing Act 1996, are not utilised in fulfilling the requirements of this duty</i>”.</p>
23.	<p>Part 7 (s71 and s72) places Duties on SCC Housing. s71 requires local authorities to give those who are homeless because of fleeing domestic abuse priority need status for accommodation secured by the local authority.</p> <p>s72 requires local authorities, when re-housing an existing lifetime social tenant, or offering them a new sole tenancy in their own home, to grant a new lifetime tenancy if the local authority is satisfied that the tenant or a member of their household has been a victim of domestic abuse and the new tenancy is granted in connection with that abuse. It is likely that SCC will receive funding to implement Part Seven Duties. Information regarding funding was not available at the time of writing this report.</p>
<b><u>Other Legal Implications:</u></b>	
24.	Procurement will be carried out in accordance with the Council’s Contract Procedure Rules and Financial procedure Rules and having regard to the Equality Act 2010 and the Human Rights Act 1998 in considering the impact of commissioned services on end service users.
<b>CONFLICT OF INTEREST IMPLICATIONS</b>	
25.	None
<b>RISK MANAGEMENT IMPLICATIONS</b>	

26.	OPCC funding does not gain approval. Should this unlikely event occur we would enact contingency plans to commission a smaller service.
27.	<p>Reputational risk:</p> <ul style="list-style-type: none"> <li>- By not providing services SCC may face considerable reputational risk around the lack of action to tackle domestic abuse. Commissioning services will mitigate this risk</li> <li>- Providing poor quality services could result in reputational damage. These risks will be managed through a procurement process weighted towards quality over price and having a clear specification in terms of our expectations around service delivery.</li> </ul>
28.	<p>Financial risk:</p> <ul style="list-style-type: none"> <li>- Financial contributions may not be available at the proposed value, or for the life of the contract. This will be mitigated in two ways <ul style="list-style-type: none"> <li>o Agreements will be in place to support income, ensuring sufficient notice is given by funders to SCC to enable contracts to be amended accordingly</li> <li>o Clauses in the contract will allow commissioners to amend the contract value and service model to accommodate any change in income.</li> </ul> </li> </ul>
29.	<p>Procurement risk:</p> <ul style="list-style-type: none"> <li>- A lack of providers tendering for the service. The risk is being mitigated by a longer contract, 5 years, with the option of further extension of 2 years. We will also welcome consortia bids where a lead provider is responsible for subcontracting smaller/more specialist elements of the contract.</li> <li>- A locally valued provider is not successful in retaining an existing contract could lead to concerns being raised. A legally compliant and transparent procurement process will mitigate this risk, but not avoid concerns being raised.</li> </ul>
30.	<p>Contract performance:</p> <ul style="list-style-type: none"> <li>- Demand may exceed the capacity of the service commissioned. Management of this risk will be through regular and timely contract monitoring and remedial steps taken to prioritise the service against demand and need.</li> <li>- A robust procurement process will ensure the provider is able to deliver the service to the quality and performance level required. This will be monitored through regular and timely contract monitoring meetings. Contract clauses will also allow for action to be taken should poor performance or quality emerge.</li> </ul>
31.	<p>Property Risk:</p> <ul style="list-style-type: none"> <li>- Termination of current lease could be a risk as we will need to carefully manage the current residents and new referrals and work closely with the incumbent provider to carry out any necessary works on the property to prepare it for a new leaseholder.</li> <li>- Providers may be put off bidding because of the property issues. To mitigate we will work with the incumbent provider, SCC Housing and SCC Property Services to resolve any outstanding issues as soon as practicable.</li> </ul>

	- There is a non-commissioned provider of refuge services in the city who may wish to tender for the contract, and in doing so, may present their current refuge service as an alternative. We will reduce this risk by seeking properties to be brought forward with vacant possession.	
<b>POLICY FRAMEWORK IMPLICATIONS</b>		
32.	Service will align with principles set out in the Southampton Against Domestic & Sexual Abuse Multi Agency Strategy 2017-20	
33.	Tackling Violence Against Women and Girls Strategy 2021	
34.	Serious Violence Duty: draft guidance for responsible authorities	
35.	Service will support the Safe City Partnership Strategy 2017-2020 and Safe City Strategy 2021-2026 to be consulted on this year	
36.	Health and Care 5 year strategy 2020-2025	
<b>KEY DECISION?</b>		<b>Yes</b>
<b>WARDS/COMMUNITIES AFFECTED:</b>		
<u>SUPPORTING DOCUMENTATION</u>		
<b>Appendices</b>		
1.	Appendix 1 - Equality Impact Assessment - DVSA commissioned services 2022	
<b>Documents In Members' Rooms</b>		
1.	None	
<b>Equality Impact Assessment</b>		
<b>Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.</b>		<b>Yes</b>
<b>Privacy Impact Assessment</b>		
<b>Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.</b>		<b>Yes</b>
<b>Other Background Documents</b>		
<b>Other Background documents available for inspection at:</b>		
<b>Title of Background Paper(s)</b>		<b>Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)</b>
1.	None	

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## Equality and Safety Impact Assessment

Appendix 1

The **public sector Equality Duty** (Section 149 of the Equality Act) requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity, and foster good relations between different people carrying out their activities.

The Equality Duty supports good decision making – it encourages public bodies to be efficient and effective by understanding how different people will be affected by their activities, so that their policies and services are appropriate and accessible to all and meet different people’s needs. The Council’s Equality and Safety Impact Assessment (ESIA) includes an assessment of the community safety impact assessment to comply with section 17 of the Crime and Disorder Act and will enable the council to better understand the potential impact of the budget proposals and consider mitigating action.

<p><b>Name or Brief Description of Proposal</b></p>	<p>To commission a service to provide community-based prevention and early intervention services for medium risk domestic abuse victims and refuge as part of a wider domestic abuse integrated service model. This will utilise existing revenue from all current contracts and external funding from the Office of the Police and Crime Commissioner.</p>
<p><b>Brief Service Profile (including number of customers)</b></p>	<p>The new service will provide a firm foundation, through a single procurement process, to deliver a refuge and support service for medium risk victims in the community setting. The services are designed to respond to a range of challenges identified in the delivery of domestic abuse services in Southampton. In particular the need for local services to prevent or reduce the impact of domestic abuse by intervening earlier and reducing the number of cases escalating to high-risk situations, and better supporting victims with support into safe accommodation.</p> <p>Early intervention will also seek to break the cycle of intergenerational abuse. The services will provide a continuum of support to victims, especially at medium-risk level to either prevent escalation to high risk, or where support has been provided in high risks situations, offering a continuum of support (step down), thereby preventing them from escalating back to high risk.</p> <p>The commissioned service will provide:</p> <ul style="list-style-type: none"> <li>• A co-ordinated Community and voluntary sector response that focuses on prevention &amp; early intervention and involve:             <ul style="list-style-type: none"> <li>○ Identification and access to advice and support</li> <li>○ Intervention and support for medium risk victims</li> <li>○ Education and awareness</li> <li>○ Recovery: group and therapeutic support and counselling</li> </ul> </li> <li>• refuge spaces within Southampton and support in to refuge</li> </ul> <p>Southampton needs to commission the service to address the volume of domestic and sexual abuse.</p> <p>The following are key facts and figures from 2019/20 which underpin the rationale for these services:</p>

	<ul style="list-style-type: none"> <li>• Domestic violent crimes have increased by 9.7% between 2018/19 and 2019/20. Domestic violence accounts for an increasing proportion of violent offences over time; almost a third (32.3%) of violent offences in 2019/20.</li> <li>• 72% of domestic flagged crimes known to be committed by current or former spouse or partner.</li> <li>• Strongly patterned by deprivation; Rates are approx. 5x higher in the most deprived neighbourhoods compared to the least deprived. While SCC are responsible for approx. 14.5% of housing in the city a much greater proportion of DV incidents (44.1%) are potentially linked to SCC social housing (based on postcode analysis).</li> <li>• 52.2% of Southampton HRDA referrals have children and young people in the household (Apr '18 to March '20)</li> <li>• 58.9% of child assessments undertaken in 2018/19 had domestic violence recorded as an assessment factor.</li> <li>• Southampton has the 2nd highest rate for sexual offences among comparator CSPs and 10th highest in England.</li> <li>• 3.4% increase in sexual offences in 2019/20</li> <li>• 13.7% increase in rapes and decrease of -2.7% in other sexual offences.</li> <li>• In 2019/20, 20.8% of sexual offences in Southampton were nonrecent (a similar proportion to the previous year), compared to 23% nationally.</li> <li>• 26% of rapes and 17.2% of other sexual offences in Southampton were non-recent.</li> </ul>
<p><b>Summary of Impact and Issues</b></p>	<p>Due to the Domestic Abuse Act 2021 being passed by Parliament there will be a renewed focus and an enhanced requirement to provide support services to individuals and families at low to medium levels of domestic abuse. With a Victims Bill also being consulted on at present this is expected to see a similar interest in sexual violence and its devastating impact on victims. Due to part 4 of the Domestic Abuse Act there will need to be an enhancement of support into safe accommodation.</p>
<p><b>Potential Positive Impacts</b></p>	<p>Refuge resources will allow people to get support wherever they are living. Other services will be prioritised for local residents, enabling individuals from different backgrounds (gender, transgender and ethnicity) to access appropriate levels of support.</p> <p>Individuals, children and families will be able to remain in their own homes as a result of increased support to them, alongside improved approaches to removing and referring perpetrators to support services.</p> <p>Significant increase in raising awareness and education to prevent domestic and sexual abuse, resulting in fewer people remaining in, or accepting unhealthy relationships.</p> <p>Reduction in harm to individuals and families resulting from earlier intervention and support, contributing to an individual's wellbeing as well as overall improvements for Southampton residents.</p> <p>Prioritising support for some of our most complex cases should help them stabilise more quickly, prevent further deterioration and complexity and help reduce pressure on other support services.</p>

<b>Responsible Service Manager</b>	Sandra Jerrim, Senior Commissioner, Integrated Commissioning Unit (ICU)
<b>Date</b>	04.08.21

<b>Approved by Senior Manager</b>	
<b>Signature</b>	
<b>Date</b>	

### Potential Impact

<b>Impact Assessment</b>	<b>Details of Impact</b>	<b>Possible Solutions &amp; Mitigating Actions</b>
<b>Age</b>	No negative impact, increased community services will benefit all ages, including children and older victims.	
<b>Disability</b>	No negative impact, increased community services will be able to offer increased personalised support to individuals, including those with disabilities.	
<b>Gender Reassignment</b>	No negative impact, increased community services will be able to offer increased personalised support to individuals and help address any local stigma and barriers.	
<b>Marriage and Civil Partnership</b>	No negative impact, increased community services will be able to offer increased personalised support to individuals and help address any local stigma and barriers.	
<b>Pregnancy and Maternity</b>	No negative impact, increased community services will be able to offer increased personalised support to individuals and help ensure continuity of care during pregnancy.	
<b>Race</b>	No negative impact, increased community services will be able to offer increased personalised support to individuals, located within suitable community networks and culturally relevant settings.	

<b>Religion or Belief</b>	No negative impact, increased community services will be able to offer increased personalised support to individuals, located within suitable community networks and culturally relevant settings.	
<b>Sex</b>	No negative impact, increased community services will be able to offer increased personalised support to individuals, including men.	
<b>Sexual Orientation</b>	No negative impact, increased community services will be able to offer increased personalised support to individuals and help address any local stigma and barriers.	
<b>Community Safety</b>	No negative impact. Increased support and focus on perpetrators can only improve local community safety. This may involve behaviour change or prosecution as appropriate.	
<b>Poverty</b>	No negative impact as increased community based services will be available for all socio-economic groups, including those disproportionately impacted by DASV and from lower socio-economic areas in Southampton.	
<b>Other Significant Impacts</b>	None noted.	