

**County Council**  
**Wednesday 29 November 2017**  
**10.00 am Council Chamber - Shire Hall,**  
**Taunton**



To: The Members of Somerset County Council

You are requested to attend the Meeting of Somerset County Council on Wednesday 29 November 2017 to transact the business set out in the agenda below.

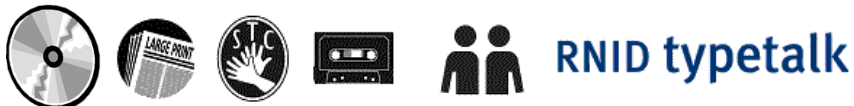
Anyone requiring further information about the meeting, or wishing to inspect any of the background papers used in the preparation of the reports referred to in the agenda please contact Julia Jones on 01823 359027 or [jjones@somerset.gov.uk](mailto:jjones@somerset.gov.uk)

Issued By Julian Gale, Strategic Manager - Governance and Risk - 21 November 2017

Guidance about procedures at the meeting follows the printed agenda.

This meeting will be open to the public and press, subject to the passing of any resolution under Section 100A (4) of the Local Government Act 1972.

This agenda and the attached reports and background papers are available on request prior to the meeting in large print, Braille, audio tape & disc and can be translated into different languages. They can also be accessed via the council's website on [www.somerset.gov.uk/agendasandpapers](http://www.somerset.gov.uk/agendasandpapers)



**Council Chamber and Hearing Aid Users**

To assist hearing aid users, Shire Hall has infra-red audio transmission systems. To use this facility we need to provide a small personal receiver that will work with a hearing aid set to the T position. Please request a personal receiver from the Committee Administrator and return it at the end of the meeting

# AGENDA

Item County Council - 10.00 am Wednesday 29 November 2017

**\*\* Public Guidance notes contained in agenda annexe \*\***

**1 Apologies for Absence**

**2 Declarations of Interest**

Details of Cabinet Member interests in District, Town and Parish Councils will be displayed in the meeting room. The Statutory Register of Member's Interests can be inspected via the Community Governance team.

**3 Minutes from the meeting held on 19th July 2017 (Pages 7 - 28)**

Council is asked to confirm the minutes are accurate.

**4 Public Question Time**

(see explanatory notes attached to agenda)

This item includes the presentation of petitions. Details of any public questions / petitions submitted will be included in the Chairman's Schedule which will be made available to the members and to the public at the meeting.

## For Decision

**5 Report of the Leader and Cabinet - for decision (Pages 29 - 76)**

To consider a report with recommendations from the Leader of the Council, arising from the Cabinet meetings held on 16 August 2017, 27 September 2017, 18 October 2017 and 15 November 2017.

The recommendations relate to:

- Heart of the South West Joint Committee
- Treasury Management mid-year Report 2017/18

**6 Report of the Monitoring Officer (Pages 77 - 84)**

To consider a report with recommendations from the Monitoring Officer.

The recommendations relate to:

- Revised County Councillor DBS checks policy

**7 Report of the HR Policy Committee (Pages 85 - 90)**

To consider a report from the Chair of the HR Policy Committee.

**8 Requisitioned Items (Pages 91 - 94)**

To consider requisitioned items proposed by Members on:

- National Joint Council Pay to Councils

Item County Council - 10.00 am Wednesday 29 November 2017

- Mental Health Challenge Pledge

### For Information

9 **Report of the Leader and Cabinet - Items for Information** (Pages 95 - 112)

To receive reports by the Leader of Council summarising key decisions taken by him and the Cabinet, including at the Cabinet meetings held on 16 August 2017, 27 September 2017, 18 October 2017 and 15 November 2017.

(Note: Member Questions to the Leader and Cabinet Members will be taken under this item)

10 **Report of the Scrutiny Committee for Policies, Adults and Health** (Pages 113 - 120)

To receive a report by the Chair of the Scrutiny Committee for Policies, Adults and Health.

11 **Report of the Scrutiny Committee for Policies, Children and Families** (Pages 121 - 126)

To receive a report by the Chair of the Scrutiny Committee for Policies, Children and Families.

12 **Report of the Scrutiny Committee for Policies and Place** (Pages 127 - 138)

To receive a report by the Chair of the Scrutiny Committee for Policies and Place.

13 **Annual Report of the Cabinet Member for Public Health and Wellbeing** (Pages 139 - 148)

To receive the Annual Report of the Cabinet Member for Public Health and Wellbeing.

14 **Annual Report of Somerset Armed Forces Community Covenant Partnership** (Pages 149 - 160)

To receive the Annual Report on the work of the Somerset Armed Forces Community Covenant Partnership.

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## SOMERSET COUNTY COUNCIL – FULL COUNCIL MEETINGS

### GUIDANCE FOR PRESS AND PUBLIC

#### Recording of Meetings

The Council in support of the principles of openness and transparency allows filming, recording and taking photographs at its meetings that are open to the public providing it is done in a non-disruptive manner. Members of the public may use Facebook and Twitter or other forms of social media to report on proceedings and a designated area will be provided for anyone who wishes to film part or all of the proceedings. No filming or recording will take place when the press and public are excluded for that part of the meeting. As a matter of courtesy to the public, anyone wishing to film or record proceedings is asked to provide reasonable notice to Michael Bryant, Senior Community Governance Officer, County Hall, Taunton, Somerset, TA1 4DY 01823 359048 [mbryant@somerset.gov.uk](mailto:mbryant@somerset.gov.uk) so that the Chairman of the meeting can inform those present.

We would ask that, as far as possible, members of the public aren't filmed unless they are playing an active role such as speaking within a meeting and there may be occasions when speaking members of the public request not to be filmed.

The Council will be undertaking audio recording of some of its meetings in Shire Hall as part of its investigation into a business case for the recording and potential webcasting of meetings in the future.

A copy of the Council's Recording of Meetings Protocol should be on display at the meeting for inspection, alternatively contact the Committee Administrator for the meeting in advance

#### Members' Code of Conduct Requirements

When considering the declaration of interests and their actions as a councillor, Members are reminded of the requirements of the Members' Code of Conduct and the underpinning Principles of Public Life: HONESTY; INTEGRITY; SELFLESSNESS; OBJECTIVITY; ACCOUNTABILITY; OPENNESS; LEADERSHIP. The Code of Conduct can be viewed at: <http://www.somerset.gov.uk/organisation/key-documents/the-councils-constitution/>

### EXPLANATORY NOTES: QUESTIONS/STATEMENTS/PETITIONS BY THE PUBLIC

#### General

Members of the public may ask questions at ordinary meetings of the Council, or may make a statement or present a petition – **by giving advance notice**.

#### Notice of questions/statements/petitions

Prior submission of questions/statements/petitions is required in writing or by e-mail to the Monitoring Officer – Julian Gale (email: [jjgale@somerset.gov.uk](mailto:jjgale@somerset.gov.uk)) by MIDDAY ON THE FRIDAY PRECEDING THE MEETING. The Monitoring Officer may edit any question or statement in consultation with the author, before it is circulated, to bring it into an appropriate form for the Council.

In exceptional circumstances the Chairman has discretion at meetings to accept questions/statements/ petitions without any prior notice.

## Scope of questions/statements/petitions

Questions/statements/petitions must:

- (a) relate to a matter for which the County Council has a responsibility, or which affects the County;
- (b) not be defamatory, frivolous or offensive;
- (c) not be substantially the same as a question/statement/petition which has been put at a meeting of the Council in the past six months; and
- (d) not require the disclosure of confidential or exempt information.

The Monitoring Officer has discretion to reject any question that is not in accord with (a) to (d) above. The Monitoring Officer may also reject a statement or petition on similar grounds.

## Record of questions/statement/petitions

Copies of all representations from the public received prior to the meeting will be circulated to all members and will be made available to the public attending the meeting in the Chairman's Schedule, which will be distributed at the meeting. Full copies of representations and answers given will be set out in the minutes of the meeting.

## Response to Petitions

Normally the Council will refer any petition to an appropriate decision maker for response – see the Council's Petition Scheme for more details. The organiser will also be allowed 2 minutes at the meeting to introduce the petition, and will receive a response from a relevant member (normally a Cabinet member).

If a petition organiser is not satisfied with the council's response to the petition and the petition contains more than 5000 signatures (approximately 1% of Somerset's population) the petition organiser can request a debate at a meeting of the County Council itself. The Chairman will decide when that debate will take place.

## Access and Attendance

The County Council meeting in Shire Hall is open to the public but there is limited capacity for health and safety reasons. The Council Chamber in Shire Hall is located on the first floor of the building. Shire Hall is used principally by the Courts Service and their staff are responsible for security arrangements at the main entrance. **All those attending the council meeting and the courts are required to pass through the security 'gate'. At peak times this can take well over ten minutes – so please arrive early.**

If numbers attending exceed capacity then priority will be given to those who have registered to speak at Public Question Time and thereafter admittance will be on a first come, first served basis.

The design of Shire Hall and the listed Council Chamber is not ideal for those using wheelchairs, with restricted widths in corridors and elsewhere, but council officers will ensure they have access to the meeting if at all possible.

**COUNTY COUNCIL**

Minutes of a Meeting of the County Council held in the Council Chamber - Shire Hall, Taunton, on Wednesday 19 July 2017 at 10.00 am

**Present:** Cllr C Aparicio Paul, Cllr M Best, Cllr N Bloomfield, Cllr A Bown, Cllr A Broom, Cllr P Burridge-Clayton (Vice-Chair), Cllr M Chilcott, Cllr J Clarke, Cllr S Coles, Cllr A Dance, Cllr H Davies, Cllr M Dimery, Cllr B Filmer, Cllr D Fothergill, Cllr G Frascini, Cllr A Govier, Cllr A Groskop, Cllr D Hall, Cllr P Ham, Cllr M Healey, Cllr N Hewitt-Cooper, Cllr James Hunt, Cllr John Hunt, Cllr D Huxtable, Cllr M Keating, Cllr A Kendall, Cllr C Lawrence, Cllr M Lewis, Cllr L Leyshon, Cllr J Lock, Cllr T Lock, Cllr D Loveridge, Cllr T Munt, Cllr T Napper, Cllr G Noel, Cllr L Oliver, Cllr J Parham, Cllr H Prior-Sankey, Cllr F Purbrick, Cllr L Redman, Cllr B Revans, Cllr M Rigby, Cllr D Ruddle, Cllr N Taylor, Cllr J Thorne, Cllr G Verdon, Cllr L Vijeh, Cllr W Wallace (Chair), Cllr A Wedderkopp, Cllr J Williams, Cllr R Williams and Cllr J Woodman

**11 Apologies for Absence - Agenda Item 1**

Apologies for absence were received from: Cllr M Caswell, Cllr F Nicholson and Cllr M Pullin.

Cllr Terry Napper took the opportunity to thank members for his get well cards and wishes and for the care he received at Musgrove Park Hospital and Bristol Royal Infirmary. He praised the Beacon Centre at Musgrove for its treatment.

**12 Declarations of Interest - Agenda Item 2**

Members' written notifications of interests were affixed to the Notice Board at the back of the Council Chamber for the duration of the meeting

**13 Minutes from the meeting held on 24 May 2017 - Agenda Item 3**

The Minutes, including attached Appendices, of the meeting of Council held on 24 May 2017 were signed as a correct record.

**14 Chairman's Announcements - Agenda Item 4**

The Chairman informed members of the recent death of former County Councillor Stan Oakes who was the division member for Yeovil West and Preston between 1981 and 1985.

**15 Public Question Time - Agenda Item 4**

(1) Public Questions / Statements / Petitions (under 5000 signatures): Notice was received of questions / statements / petitions regarding: Public Questions / Statements:

**1. Council Constitution**

From Andrew Lee

Response from Cllr David Fothergill, Leader of the Council

## **2. County Farms**

From Sue Osborne

Response from Cllr David Hall, Cabinet Member for Resources and Economic Development

## **3. Train service from Taunton to Minehead**

From David Latimer

Response from Cllr John Woodman, Cabinet Member for Highways and Transport

## **4. Chard Junction Station**

From Andrew Turpin, George Beattie and Sandra Beattie

Response from Cllr John Woodman, Cabinet Member for Highways and Transport

## **5. Transport Forum**

From John Hassall

Response from Cllr John Woodman, Cabinet Member for Highways and Transport

## **6. Learning Disability Provider Service**

From Jeanette Cave

Response from Cllr David Huxtable, Cabinet Member for Adult Social Care

## **7. Learning Disability Provider Service**

From Sarah Mainwaring (presented by Mandy Meakin)

Response from Cllr David Huxtable, Cabinet Member for Adult Social Care

## **8. Learning Disability Provider Service**

From Paul Kitto (presented by Adrian Welland)

Response from Cllr David Huxtable, Cabinet Member for Adult Social Care

## **9. Learning Disability Provider Service**

From Ewa Marcinkowska

Response from Cllr David Huxtable, Cabinet Member for Adult Social Care

Full details of the questions and responses given at the meeting and / or in writing following the meeting are set out in Appendix A to these Minutes.

## **Petitions – over 5000 signatures**

### **1. Learning Disability Provider Service Funding**

Presented by Ewa Marcinkowska



(1) Cllr Huxtable thanked Ms Marcinkowska for the petition and responded by saying that the new provider had a proven and positive track record in meeting adult social care costs. It had an ambitious transformation agenda.

(2) The Council then had a 15 minute members debate on the petition as provided for under the Constitution. Points raised in the discussion included: members were encouraged to visit their local centres to have a clearer picture on what they were doing; loss of staff who had experience and knowledge; concern about costs of the new contract; assurance that performance was being monitored. Members were informed that an update on the new contract would be brought before the Scrutiny Adults and Health Committee in November.

## 16 **Report of the Monitoring Officer - Agenda Item 6**

(1) The Council considered a report from the Monitoring Officer which set out recommendations for proposed arrangements for the appointment of Honorary Alderman/Alderwoman and a revised constitution as recommended by the Constitution and Standards Committee.

(2) The Chair of the Constitution and Standards Committee introduced the report and explained that the committee felt the honorary position could be used for some former councillors in recognition of their long-term service.

(3) The Monitoring Officer directed members to the criteria and procedure for appointing Honorary Aldermen/Alderwomen in the report and explained that proposals for appointments were likely to be brought before the November meeting.

(4) The report also covered the Annual Review of the Constitution including the details of the Junior Cabinet Member roles.

(5) During debate on the item the following issues were raised: minimal costs were required for appointing Aldermen/Alderwomen, the appropriateness of these appointments, recognising hard work and honouring former members.

(6) A named vote was taken regarding the appointment of Honorary Aldermen/Alderwomen and the Council RESOLVED by a majority vote of 37 for, 9 against and 6 abstentions to adopt the following recommendations:

The County Council agreed the proposed arrangements for the appointment of Honorary Aldermen/Alderwomen set out in this report and to include them as an appendix in Part 2 the Constitution;

Votes cast as follows:

<b>For</b>	<b>Against</b>
Cllr Aparicio Paul	Cllr Broom
Cllr Best	Cllr Clarke
Cllr Bloomfield	Cllr Davies
Cllr Bown	Cllr J Lock
Cllr Burrige-Clayton	Cllr Munt
Cllr Chilcott	Cllr Prior-Sankey

Cllr Coles Cllr Filmer Cllr Fothergill Cllr Fraschini Cllr Groskop Cllr Hall Cllr Ham Cllr Healey Cllr Hewitt-Cooper Cllr James Hunt Cllr John Hunt Cllr Huxtable Cllr Keating Cllr Kendall Cllr Lawrence Cllr Lewis Cllr Leyshon Cllr T Lock Cllr Napper Cllr Noel Cllr Oliver Cllr Parham Cllr Purbrick Cllr Ruddle Cllr Taylor Cllr Verdon Cllr Vijeh Cllr Wallace Cllr J Williams Cllr R Williams Cllr Woodman	Cllr Revans Cllr Thorne Cllr Wedderkopp
<b>Abstained</b> Cllr Dance Cllr Dimery Cllr Govier Cllr Loveridge Cllr Redman Cllr Rigby	

The County Council agreed a revised Constitution for the Council as proposed in the Appendix to this report.

**17 Report of the Joint Independent Remuneration Panel - Agenda Item 7**

- (1) The Council considered a report introduced by the Monitoring Officer which set out the report and recommendations of the Joint Independent Remuneration Panel following its review of the Scheme of Member Allowances.
- (2) The Chairman thanked the panel for the tremendous amount of work it had undertaken.

- (3) During debate on the item the following issues were raised: whether members' allowances should be calculated and index linked via the officer pay scale or by the Somerset median wage rate; the proposed new arrangements for special responsibility allowances; whether allowances were in line with other local authorities; the role of junior cabinet members.
- (4) The recommendations at paragraph 2.1 of the report were proposed by Cllr David Fothergill and seconded by Cllr Mike Rigby.
- (5) Having considered the Panel's recommendations set out in the Annex to the report and summarised in section 2 – the Executive Summary, the Council RESOLVED:
1. in respect of recommendation 2.1 (a) and following a named vote ( 49 for, 0 against, and 3 abstentions as set out below) to agree that the basic allowance should be calculated and index linked (for 2017-21) via the officer pay scale as currently.

<b>For</b>	<b>Against</b>
Cllr Aparicio Paul	
Cllr Best	
Cllr Broom	
Cllr Burridge-Clayton	
Cllr Chilcott	
Cllr Clarke	
Cllr Coles	
Cllr Dance	
Cllr Davies	
Cllr Dimery	
Cllr Filmer	
Cllr Fothergill	
Cllr Fraschini	
Cllr Govier	
Cllr Groskop	
Cllr Hall	
Cllr Ham	
Cllr Healey	
Cllr Hewitt-Cooper	
Cllr James Hunt	
Cllr John Hunt	
Cllr Huxtable	
Cllr Keating	
Cllr Kendall	
Cllr Lawrence	
Cllr Lewis	
Cllr Leyshon	
Cllr T Lock	
Cllr J Lock	
Cllr Loveridge	
Cllr Munt	
Cllr Napper	
Cllr Noel	

Cllr Oliver Cllr Parham Cllr Prior-Sankey Cllr Purbrick Cllr Redman Cllr Revans Cllr Rigby Cllr Ruddle Cllr Taylor Cllr Thorne Cllr Verdon Cllr Wallace Cllr Wedderkopp Cllr J Williams Cllr R Williams Cllr Woodman	
<b>Abstained</b> Cllr Bloomfield Cllr Bown Cllr Vjeh	

2. Considered and agreed by a majority vote an amendment to the Panel's recommendations on the allocation of posts to the SRA bands to include within band 7 (and to continue to receive £1079pa) the vice-chairmen of the main committees (Audit, Regulation and Scrutiny), the Deputy Leader of the main opposition group and the group leaders of the smaller political groups.

3. The Council RESOLVED by a majority vote to:

(b) Agree the revised Scheme of Members' Allowances for 2017-21 as amended by 1 and 2 above.

(c) Agree that any changes to SRA payments as a result of decisions by the Council are backdated to the date of appointment.

(d) Authorise the Strategic Manager, Governance & Risk to make any amendments to the Scheme of Members' Allowances 2017-18 (attached as Appendix C to the 2 Item No. Title Annex to this report) required as a result of the Council's decisions in (a) above.

**18 Report of the Leader and Cabinet - for decision - Agenda Item 8**

(1) The Council considered a report by the Leader and Cabinet which set out a recommendation to Council arising from the meeting held on 10 July 2017.

(2) The recommendation was proposed by Cllr David Fothergill and seconded by Cllr David Hall.

- (3) The Council RESOLVED unanimously to approve the Annual Treasury Management Outturn Report 2016/17 as set out in the attached report and its appendices.

19 **Requisitioned Items - Agenda Item 9**

**Staff Pay Award**

- (1) The Council considered a requisitioned item on Staff Pay Awards proposed by Cllr Jane Lock and seconded by Cllr Simon Coles.
- (2) Cllr Lock introduced the item and highlighted the following points: council staff were expected to continue to carry out their duties with dwindling resources; increasingly having to work more hours for less money; the problem of teachers leaving the profession within the first few years of qualifying; the need to show that staff were valued.
- (3) During debate the following issues were raised: the proposal was suggested to apply from April 2018; many staff have pay awards agreed at national level; employees also had good holiday and sickness entitlements and pensions as well as staff benefits.
- (4) The Council RESOLVED to task the HR Policy Committee with reviewing the level of staff pay awards and report back to the November Council meeting.

20 **Report of the Leader and Cabinet - Items for Information - Agenda Item 10**

- (1) The Leader of the Council gave a statement about the County Vision and the Medium Term Financial Plan. He updated members on various issues including that a review by the Fire Authority of properties across Somerset had taken place following the Grenfell Tower incident; there had been further work on fairer funding for schools in Somerset; the Council was waiting for a response from ministers regarding Devolution; the Northern Inner Distributor Road was now open.
- (2) It was hoped that the new approach with the budget would yield higher savings with efficiencies in back office services, IT, better procurement and shared services. Further debate on this included: proposed closure of Taunton Park and Ride service on Saturdays; cuts to bus services; possible closures to Children's Centres; and reducing the temporary labour spend.
- (3) The Council then considered a report (Agenda Item 10) that summarised the key decisions taken by the Leader and Cabinet Members between 10 May and 7 July 2017, together with the items of business discussed at the Cabinet Meetings on 14 June and 10 July 2017.
- (4) Cllr David Hall responded to a written question from Cllr Amanda Broom regarding Frome Recycling Centre.
- (5) Cllr David Hall responded to a written question from Cllr Simon Coles regarding Hinkley Nuclear Power Station.

- (6) The Council received the Annual Report of the Cabinet Member for Business, Inward Investment and Policy (now Resources and Economic Development) at this point in the meeting (Paper 14). It detailed key activities and achievements of the past year within these areas.
- (7) Cllr John Woodman responded to a written question from Cllr Liz Leyshon regarding safe journeys for children to schools.
- (8) The Council then received the Annual Report of the Cabinet Member for Highways and Transport (Agenda Item 15) which highlighted key activities and achievements of the past year within these areas.
- (9) Further debate included: agreement by Cllr John Woodman to meet with Cllr Amanda Broom and interested parties to further discuss Chard Junction Station; possibility of enhancing rail services; and early years' provision and free childcare.

Full details of the questions and responses given at the meeting and / or in writing following the meeting are set out in Appendix B to these Minutes.

**21 Report of the Scrutiny for Policies and Place Committee - Agenda Item 11**

(1) The Council received the report from the Chair of the Scrutiny for Policies and Place Committee, Cllr Tony Lock.

**22 Report of the Scrutiny for Policies, Adults and Health Committee - Agenda Item 12**

(1) The Council received the report from the Chair of the Scrutiny for Policies, Adults and Health Committee, Cllr Hazel Prior-Sankey.

**23 Report of the Scrutiny for Policies, Children and Families Committee - Agenda Item 13**

(1) The Council received the report from the Chair of the Scrutiny for Policies, Children and Families Committee, Cllr Leigh Redman.

**24 Local Government Ombudsman Report - Agenda Item 16**

(1) The Council received a report from Julian Wooster, Director of Children's Services, regarding the findings of a complaint that was investigated by the Local Government Ombudsman. Mr Wooster acknowledged there had been unacceptable level of service and remedies were needed. Cllr Leigh Redman asked a number of questions about Education, Health and Care Plans and was informed that he would receive a written response to his questions.

**(The meeting ended at 1.30 pm)**

**CHAIRMAN**

Meeting of Somerset County Council held in the Council Chamber, Shire Hall, Taunton on  
Wednesday 19 July 2017 at 10.00am

**Agenda Item 5 - Public Question Time**

Details of the questions / statements and petitions referred to in Minute 15 and responses given at the meeting are given below.

**Public Questions / Statements / Public Petitions (under 5000 signatures)**

**1. Council Constitution**

From Andrew Lee

At the meeting today you are asked to vote on amendments to the Council's Constitution. I would respectfully suggest two amendments that are not included in the constitution before you. The necessity to include them is, I suggest a direct consequence of the problems with accommodating members of the public at meetings.

In section 3 under "Citizens Rights" whilst acknowledging that this is not an exhaustive list of rights, I would like to see it written that "Somerset citizens registered on the electoral roll have the right to attend full council meetings of Somerset County Council."

Because of the issue that I raised with the council at your May meeting, this is not at all self-evident.

Equally, under section 4.4 I feel the constitution should obligate the County Council: to adequately accommodate as many members of the public as attend full meetings of the council.

I appreciate that members may wish these rights and responsibilities to extend to all meetings of the council, but this is surely what should suffice as a minimum.

*Response from Cllr David Fothergill, Leader of the Council*

*I thank Andrew for his question. In response, I would confirm that the rights of all members of the public – and not just those on the electoral roll – to attend formal meetings of the Council and its committees are detailed in the Constitution – not just within the summary set out in Section 3 – but also in detail in Section 8. The content includes how the public can access agendas, reports and minutes as well as the rights of the public to attend meetings and make representations. We will continue to keep this content under review but we feel that this provides adequate guidance for the public.*

**2. Train service from Taunton to Minehead**

From David Latimer

Minehead Rail Link Group is a lobby group representing the people of West Somerset, that is campaigning to get a proper train service introduced from Taunton over the West Somerset Railway to Minehead. Now we have a new administration in place and encouraged by many of the councillors' pro-rail statements in their election campaigning, can we now look forward to Somerset County Council working to get rail operators, local authorities and other interested parties together to explore this exciting opportunity?

*Response from Cllr John Woodman, Cabinet Member for Highways and Transport*

*We recognise the effort that the Minehead Rail Lobby Group is putting behind their aspiration to see non-heritage rail services running between Minehead and Taunton. We are always supportive of organisations seeking to expand transport choices for residents, however, at the current time we do not have enough information to know whether such a service is feasible and viable. We will keep the situation under review and in the meantime are always happy to talk.*

### **3. Chard Junction Station**

From Andrew Turpin + other contributors

Could the issue of the re-opening of Junction Station be revisited and evaluated?

As members may know, a new opportunity for reopening of Chard Junction Station has arisen.

The recently demolished Chard Junction Creamery, adjacent to the railway, would provide adequate space for a new platform and car parking. We understand that the site cannot be used for residential development.

Some eight years ago a delegation of some forty Chard and district residents visited the then MP David Laws asking for a meeting with the then Rail Minister. It was to seek his support in re-opening Chard Junction station.

David Laws and I visited the Minister. He was particularly enthusiastic, stating that it was Government policy to re-open stations.

Supported by the neighbouring MP Oliver Letwin, David Laws set up a Task and Finish Group with the aim to re-open the station. The group consisted of David Laws, Oliver Letwin MP, the County Councillor, for the division, Jill Shortland, a County and South Somerset District Council Officer, a representative from Network Rail, South West Trains and Andrew Turpin (a District and Parish Councillor)

All was going well until the British Rail Property Board, decided to sell what would have been the car park for the station. The County Council could not afford to buy it. The station on the north side of the track has a platform in place.

Would it be apposite to draw up plans and obtain costings for the site so that, when the next funding becomes available, we will be ready?

From George Beattie

Would Members agree with us that there is a need for a station? – benefits to the community and an aspiration of the Chard regeneration proposals.

- Surrounding the station live approximately some 20 thousand people including the Thorncombe, Winsham, Tatworth, Forton and Chard communities but with only a thinly spread public transport provision with no Sunday or evening service this is leading to a feeling of social isolation.
- Opportunities for a wider range of employment, education, entertainment and shopping.
- Adequate car parking spaces – often there is insufficient car parking spaces either at Axminster or Crewkerne stations.
- Easy access to the National and European rail network.



From Sandra Beattie

A common suggestion is that re-opening of Chard Junction will abstract passengers from Axminster and Crewkerne stations causing them to close!

Devon County Council has proved that this is not true. Devon County Council continues to open / re-open stations as part of its Devon Metro Scheme. These stations are less than 5 miles apart and yet from the time of opening are well used. There can be problems of over-crowding. Opening stations merely expands patronage of the railway as a mode of travel. The more the stations open, the more passengers use the train!

Between Exeter St David and Axminster are eight stations, all less than five miles apart other than between Honiton and Axminster (ten miles).

Chard Junction is just five miles from Axminster and just on the boundary of Devon (and Dorset).

Please can Somerset County Council make contact with Devon County Council asking that the Devon Metro be extended from Axminster station to Chard Junction so that Chard and district residents can travel to Exeter easily? There is a loop at Chard Junction, so there could be two platforms.

Two more requests!

Trains to and from Axminster to Exeter are hugely popular.

Would it be possible for a County Council Officer to meet us at Axminster station just before 1800 hours on a week day, to witness the crowds of passengers from Exeter leaving the train?

However, this service is well used throughout the day and evening.

Sadly, the residents of Chard and district do not have this facility.

Could we then move to Chard Junction to visit that site?

Could we ask Devon County Officers to help and advise on re-opening our station? They have years of experience!

*Response from Cllr John Woodman, Cabinet Member for Highways and Transport*

*We recognise that there has been local support for the reopening of Chard Junction Station over a number of years. To reinstate the station would cost several million pounds. Whilst the initial stages of this work would be in the tens of thousands of pounds the challenging financial position of local government means that we cannot divert resources away from other priorities which have a much clearer business case for investment.*

*As noted by one of the questions submitted on this subject Devon CC opened Cranbrook Station but this was a very different proposition from Chard Jct. as Cranbrook is directly serving a new community which will ultimately contain several thousand homes. There are currently no proposals for significant housing development around Chard Jct. station upon which a strong business case could be made. We do work with Devon CC colleagues on rail matters and should an opportunity arise as part of the Devon Metro proposals we will investigate it further.*

#### **4. Transport Forum**

From John Hassall

When I moved to Taunton in January 2006 there was not only a larger number of bus routes but they ran later in the evening and on Sundays: we also had a Transport Forum where residents could bring forward proposals for new routes and extensions and railways in Somerset.etc.

Connectivity between road and rail is vital to the economy, especially the tourist industry and jobs in the South West.

I would like to ask Cllr Woodman when will the Transport Forum be re-introduced as it is desperately needed since there are many transport groups in Somerset not to mention the public in general, who would benefit from discussion of new routes.

Examples of good changes are the new route 9 to the Musgrove Park Hospital and the extension of Route 2 to Monkton Heathfield.

*Response from Cllr John Woodman, Cabinet Member for Highways and Transport*

*Many thanks to John for the question. I have to say there is no intention to re-introduce the public transport forum which has been overtaken by other more specific discussion groups. For instance, we have introduced a successful community transport forum with Community Transport providers and other interested parties where new opportunities are discussed.*

*Any changes to subsidised public transport routes are routinely subject to public consultation which is accepted as a more effective and representative method of obtaining views on proposed changes. We have regular meetings with bus and rail operators and are a member of the Peninsula Rail Task Force (PRTF) which considers strategic rail matters with the industry. The task force also holds its own stakeholder forum.*

#### **5. County Farms**

From Sue Osborne

At the March 2017 meeting of the Scrutiny and place Committee, I spoke on the issue of County Farms and the issue of A List and B list Farms. I also sought clarity on whether or not there had been a change of policy as part of an asset sales drive now that capital receipts can be used to prop up revenue budgets.

It was confirmed that policy had not changed, even though B list farms are still being put on notice or sold. It was also agreed to put a review of this policy into the Scrutiny work programme for July and August.

I now find that this 'review' is now scheduled for December and has been downgraded to an update.

Why is this?

Furthermore, a key decision has been released authorising officers to dispose of another tranche of land and farms by auction. The date for this is July 20th.

I now ask that this decision is now 'called in' for a full appraisal. I believe that it is unsound for the following reasons.

\*Disregard for the human rights of the affected tenants, their families and staff. Things have moved on since 2010 and subsequent court rulings have placed a great deal of weight on the right to family life and place in the community.

\*No equalities appraisal, it is just not good enough to rely on your 2010 report. This report also made clear that for affected tenants unable to buy, this would cause considerable upheaval and disruption to their lives.

\*Disregard for the health and wellbeing as per human rights and equalities of affected tenants.

Whatever your officers might state about final year tenants being in a privileged position, I can assure you from personal experience, there is nothing privileged about it. So why have you just swept these matters under the carpet?

\*Lack of clarity over which Oxenford Farm is being referred to,

\*A now secret B list, even though this was published back in 2010 as part of the paperwork.

I am well aware that this authorities estate and farms officers do not seem to welcome scrutiny. This is all the more reason for doing so.

I have called repeatedly for a root and branch review of the County Farms estate before it is too late.

So far I have been totally ignored despite some members from all parties agreeing with me. Even newly elected members have expressed concerns. With so many newly elected members, why are they not been given an opportunity to look again at this policy?

Farming and the rural economy which it underpins is far too important to this Rural County which is now my home, to be ignored by an authority which seem more interested in a short term dash for the cash.

*Response from Cllr David Hall, Cabinet Member for Resources and Economic Development*

*Thank you for your question Mrs Osborne. I am pleased to confirm there have been no changes in policy since you asked previously in this Chamber. I can confirm that we continue to manage our estate, including farms, to both generate revenue income and to generate capital receipts from sales in order to invest in capital works and transformation activity.*

*I will be bringing forward a wide ranging set of proposals on how we commercially manage our property and other assets going forward, and this will include proposed changes to our county farms policy which, as you know, has been in place since 2010. I am very conscious that the issue of farm sales generated much interest and for this reason I will ensure that the relevant Scrutiny Committee has the opportunity to fully assess and debate any changes in policy we propose. We will not make any formal decisions until Scrutiny has that opportunity. I am aiming to table this as an item for Scrutiny in September.*

*The published officer decision to which you refer are sales from the A List and in accordance with policy.*

*In relation to Oxenford there are two holdings on the A List. One was approved for sale in March and the other is on the current proposed decision.*

## **6. Learning Disability Provider Service**

From Jeanette Cave

The Learning Disability Service on transfer was a good service which received positive feedback in customer experience surveys undertaken by the Council and overwhelmingly positive feedback in anonymous visitor questionnaires.

We were told this transfer would be a Partnership taking the best parts of S.C.C and improving others. Some Day service provisions were told change was necessary as they were not attracting new customers as people do not want to use them.

In fact what has happened is that since the transfer some Day Service provisions are having to turn Customers with guaranteed funding away due to uncertainties around being able to attract and retain staff due to proposed changes in their terms and conditions.

In some cases this has left Parents of people in transition to Adult Services in the hugely difficult position of having no idea where this support will come from and with very little time to find alternatives.

Discovery believes the transformation it has promised will attract new customers. Yet their means of transformation, making the service cheaper by attacking the pay and conditions of dedicated staff, is having exactly the opposite effect.

Somerset County Council's original premise for awarding the contract was to ensure "sustainable high quality services for people with a learning disability into the future". Could the Council explain how this is being achieved when currently Somerset residents with a learning disability are being turned away from services as a direct consequence of Discovery's cuts agenda?

*Response at end of questions sequence from Cllr David Huxtable, Cabinet Member for Adult Social Care*

## **7. Learning Disability Provider Service**

From Sarah Mainwaring (to be presented by Mandy Meakin)

1. When the parents and carers were consulted as part of the transfer they made it clear that they valued the staff at LD services and wanted a continuity of care provided by these same members of staff. Yet since Discovery have begun running the service and proposed cuts that devalue staff potentially over 100 members of staff have left.

In many cases this means that service users are left unable to access certain elements of their lives that they used to enjoy, simply because there are not enough staff to support them.

Service users do not only lose out through the direct impact of staff shortages, though. Every member of staff that leaves signifies the loss of a wealth of experience, the loss of years of relationships built up with existing service users and the loss of a dedicated carer who has been made to feel devalued, degraded and disillusioned by Discovery's proposals.

Can the Council explain how causing an exodus of experienced staff, who had strong bonds with the people they cared for, fulfils the commitment made to parents and carers for continuity of care?

2. The Learning Disabilities Service in Somerset relies on committed and skilled staff to deliver the care its users expect. Does the cabinet think that cutting wages by thousands of pounds a year, as proposed by Discovery, is suitable treatment for these staff?

*Response at end of questions sequence from Cllr David Huxtable, Cabinet Member for Adult Social Care*

## **8. Learning Disability Provider Service From Paul Kitto**

As a constituent of Somerset I have serious concerns around the Learning Disability Service that has been outsourced by SCC to Discovery. SCC have a legal obligation to the people we support – although during the transition SCC assured the customers there family's and carers that it was not about cost and continuity of care would still be there. In fact we feel we have been misled, as written into the contract was Key Performance Indicators to cut the costs and in Discovery notifications the closure of day services (or modernising as they wish to call it).

Over 100 staff have left the service since transition – losing knowledge, skills and dedicated staff, certain parts of the service are close to safeguarding. In proposed changes to pay structure these skilled staff our being valued at £8.05 an hour for very essential skills to maintain and improve quality of life – Peg feeding – Suction – rescue medication – Then told if you can earn more in Lidl go and work there.

SCC have been notified of legal avenues being pursued for failure to consult – should also be failure to be honest and failure to care about the people of Somerset.

Please address this concerns and find a solution – as South West One is going to happen again – but this time its peoples' lives you are deeming not worthy to debate.

I expect the usual - you will receive a response in writing will apply, and I will continue to look for the pot of gold at the end of the rainbow as neither actually materialises.

*Response at end of questions sequence from Cllr David Huxtable, Cabinet Member for Adult Social Care*

## **9. Learning Disability Provider Service From Ewa Marcinkowska**

1. In the interview on 10 February, Councillor William Wallace stated that no frontline staff would be affected by the transfer of the learning disability service. Discovery's proposals could leave some staff losing up to £11,000 a year. With some staff set to lose so significant portion of their salary, can you explain how this can be true? I know two staff members in the service who has already felt forced to sell their houses.

So far it is difficult to find a list of improvements to the service after transition, but unfortunately it is easier to observe how the situation impacts on staff, customers and their families. Discovery's proposals have caused a high level of anxiety and a deterioration of morale amongst staff. Majority of my colleagues I have had conversations with are actively seeking other employment or only waiting to see how the situation with the new T&C, salaries and predicted redundancies will develop, ready to move on if the proposals would be implemented.

A Support Worker, have recently spoken to me, feeling rather disheartened and demotivated. With a high level of agency workers in their workplace recently, she spends lot of time mentoring and introducing each new worker to the service, customers' care, essential duties. It feels to her like every day is a constant probation period for another agency worker within the house.

This Support Worker is on low pay in the service, her experience, skills and knowledge of the service, customers and the care required are far more richer than an agency worker, because she has been in the service over 15 years. And still on the end of that day she is paid a half of the agency staff rate. She is one of the many staff that are waiting..and are preparing for depart.

2. The financial commitment the Council has made to Discovery appear to be higher than the cost of delivering the service in house over the 6 years of the contract. Discovery have been allocated a budget to deliver the six year contract of over £200m. This is £5m more than the £195m that Somerset County Council predicted it would cost to run the service in-house over the same six year period. Can the Council explain how this represents best value to the people of Somerset?

*Response from Cllr David Huxtable, Cabinet Member for Adult Social Care*

*First – can I thank you all for your questions on this important subject.*

*I and my colleagues acknowledge right up front the fact that there is a large body of people who are concerned and indeed worried about their family members or friends who use the services. The same is true in terms of staffing with concerns for colleagues who are now part of the Discovery contract. We do understand that and are here now to give anyone the opportunity to speak on the matter. I can promise you that we will continue to listen. At the outset I have to point out that there is a constraint on what we can say in this room. That is down to a legal challenge from a union over the transfer of staff. I'm sure you will understand that does mean we have to be slightly more guarded than I personally would wish in this room. I will leave it to the County Solicitor to advise when we may be overstepping the mark but I hope that we can have the full conversation that everyone here is looking for.*

*Let me start off by addressing some of the key numbers that several of the questioners are requesting. First – turnover. Second – recruitment. Third – complaints.*

*Turnover. Nationally in terms of this industry, turnover rates average at 27.3%. We are currently broadly in line with that national average with the Discovery contract. I would though want to reassure you that this is something our commissioners will need to keep under close attention. The current figures from Discovery show that of the 1143 transferring staff, 102 had left in the first quarter. Of these 12 were dismissed or relief staff. Recruitment. There is an on-going recruitment process and at the end of the first quarter 73 new staff have either joined or are in the process of joining. As was always its intention, the Council has put arrangements in place to monitor both those staff leaving and those recruited by Discovery.*

*Complaints. The most important measures for success or not of the new contract is the outcomes for our clients and service users. This service traditionally has high satisfaction ratings and low level of complaints.*

*There has been NO discernible increase in complaints. There has been NO drop in satisfaction ratings. Let me repeat, no increase in complaints, no drop in satisfaction. Those are the two most important measures in my view and ones we should all take some reassurance from.*

*I hope this brings some insight to all our questioners that the Council is closely monitoring the situation, yes we are concerned at the turnover which is having an impact on a number of our teams but we are at the same time confident that Discovery has recruitment plans in place. If I could turn to some of the specific points raised.*

*Jeanette - the Council and Clinical Commissioning Group were always clear through their Joint Commissioning Intentions, which were published in February 2016 and included in presentations to customers, carers and staff on many occasions during the intervening period. These intentions included an ambition to see a significant shift away from segregated buildings based "day services" and towards people achieving and maintaining real paid employment and/or accessing opportunities within the community in the same way as anyone else can. The intentions were themselves based on feedback from customers, who told us that they wished to have changes made to the services being offered by the Council and in this respect they still remain relevant.*

*Sarah – most of your points have been covered and I hope it is clear there is no "exodus" of staff but instead in line with the national average as I hope is now clear. I can also point out that the number of applications for positions is strong which I hope covers your other points.*

*Paul – I believe some of the points you have raised are unfair and I have addressed them elsewhere. As is the case with every other Local Authority in the country Somerset County Council needs to ensure that services are value for money and therefore the included Key Performance indicators in the contract with a view to monitoring and achieving this. Included within these are targets around the modernisation of Day Services.*

*Ewa - In terms of the financial commitment the estimated total cost has increased over 6 years for Dimensions to run the service following increased pension contributions. This increase would have affected SCC if the service stayed in house so the cost of SCC running the service would also increase. This means that the overall estimated cost is still less than had the council retained the service in-house.*

*Chair – thank you for giving me the time to answer all the points that have been raised as best I could. This is an important subject with people rightly wanting to question the Council and I look forward to our debate on the petition.*

## **Petitions – over 5000 signatures**

### **1. Learning Disability Provider Service Funding**

Presented by Ewa Marcinkowska

We the undersigned petition Somerset County Council to give Learning Disability Services the funding that it needs to ensure sustainable care for people with a learning disability in Somerset. If current proposed cuts are progressed this will not be achieved. We would like this to be debated.

*Response from Cllr David Huxtable, Cabinet Member for Adult Social Care*

*A verbal response was given at the meeting.*

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Meeting of Somerset County Council held in the Council Chamber, Shire Hall,  
Taunton on Wednesday 19 July 2017 at 10.00am.

**Written responses to questions to Cabinet Members**

The following questions were asked of the Cabinet Members during the County Council meeting, who undertook to give written responses:

**Questions submitted in advance of the meeting:**

**1. Council's pension fund investment policy**

From Cllr Amanda Broom

In view of the negative interest shown by many residents of Somerset into the subject of fracking, can I ask for clarification of the Council's pension fund investment policy in relation to fracking companies? If the Council's policy is to invest can I ask that consideration is given to reviewing this policy with a view to ceasing further investment into fracking companies. This may be difficult from the investment and legal perspective, but I consider this vital in terms of providing reassurance to our residents on the Council's stance.

*Response from Cllr David Hall, Cabinet Member for Resources and Economic Development*

*First thanks for the question and a bit of background to the pensions committee. This is a cross-party committee with independent representation, so this Council does not control investments directly. Second, the Committee has considered general ethical investments on a regular basis and indeed focussed on some specific ethical questions (although never specifically fracking). It has consistently decided that it does not wish to exclude any type of investment. Finally, from a purely practical point of view there is also the issue of what constitutes a "fracking company". We are not aware of any company holding which is 100% dedicated to fracking, although we do not specifically track this. The question is how do we treat a company that derives, for example, 5% of revenue from fracking, or a company that doesn't undertake fracking but either supplies the industry or buys the produce, assuming companies make sufficient disclosure for us to be aware of this activity? Again thanks for a very interesting question. I will give a more detailed written response.*

**2. Safe journeys for children to schools**

From Cllr Liz Leyshon

Following the recent school bus fire on the Crispin School route, the third in a matter of a few years, and the subsequent delay in informing the school of the incident:

Can Council assure the parents of pupils in Somerset schools, and their Headteachers, that every effort is being made to ensure the safest possible journeys for children who are transported by bus operators contracted by Somerset County Council?

Can Council tell me what steps are being taken to implement appropriate and timely communication with schools in the event of an incident involving the school bus transport of Somerset's children?

*Response from Cllr John Woodman, Cabinet Member for Highways and Transport*

*The safety of children on School Transport is paramount and I can give an assurance that every effort is made to ensure the safest possible journeys for children into school. Operators wishing to provide these services are thoroughly checked when applying to become suppliers. In addition to this we manage all school contracts closely and record and investigate all incidents that occur on School Transport. With regard to vehicle maintenance we work closely with the Driver and Vehicle Standards Agency (DVSA) to carry out vehicle checks at Schools across the County each year. In the 2016/17 academic year we have carried out twenty six checks at school sites and we already have eight planned for the 2017/18 academic year. These checks are undertaken at random with neither schools nor operators knowing when and where they will take place. Defects found by DVSA staff can lead to a Public Inquiry being held by the Traffic Commissioner with the Operator who can impose a number of penalties up to and including the withdrawal of an operator's licence.*

*With regard to contact with schools regarding timely communications in the event of incidents involving School Transport, I can confirm that there is a procedure for ensuring that schools are advised as soon as possible after Transporting Somerset becomes aware of an incident. Following this incident, I have reviewed the process and asked that it is adhered to in future.*

### **3. Hinkley Nuclear Power Station**

From Cllr Simon Coles

The National Audit Office recently reported that the development of Hinkley Nuclear Power Station was not good value for money - indeed a very bad deal. Since the NAO Report, EDF, the main developers of the Station, has announced that the cost has increased by £1.5 billion to £19.5 billion and the expected date when the Station will be generating electricity has receded by 15 months - making it an even worse deal. EDF has blamed British regulation of nuclear power for these changes. However EDF should have known about the British regulatory regimen at the planning stage and the excuse is a cover for its own incompetent planning and management.

Based on EDF experience of building nuclear power stations in Finland and France, it can be expected that the new Hinkley Station will increase in cost still more and the time to generation recede still further. This will turn a bad deal into a terrible deal. By the time Hinkley Point is capable of generating electricity - if ever - it will be a white elephant.

Whilst EDF and its Chinese partner are meeting the costs of construction, the British public will eventually have to pay for the electricity generated at a cost way above the cost of renewable electricity at that time. Furthermore the cost of renewable electricity is rapidly decreasing, battery technology is fast developing and sophisticated techniques for managing the demand and supply of electricity will make the concept of a national grid obsolete before Hinkley Point starts generating electricity. These developments also overcome the intermittent supply from some forms of renewable electricity making the need for nuclear power unnecessary.

What plans does Somerset County Council have in place, to ensure that; The promised infrastructure projects will actually be forthcoming? That guarantees are sufficiently robust, to adequately compensate for any failure to deliver by EDF or any other contractor in the supply chain?

*Response from Cllr David Hall, Cabinet Member for Resources and Economic Development*

*The report by the National Audit Office assesses the Government's deal for HPC and makes recommendations for how it now oversees the project and how it agrees deals for other major projects. The more recent announcement by EDF Energy follows a risk review of the costs and timetable on the HPC project undertaken after EDF's final investment decision in September 2016. The County Council has no responsibility or accountability over either of these matters.*

*It is important to state that the HPC construction programme remains on track for delivery of Unit 1 in 2025. The County Council will continue to work with Government and stakeholders to ensure the local benefits of the project are realised and my Annual Report to Council refers to the work we are doing to strengthen the link between the Government's ambitions, set out in its Industrial Strategy Green Paper, and the opportunities and challenges for Somerset and the wider South West in particular associated with a 'sector deal' on Nuclear. My report also lists some of our impressive suite of assets which include the Somerset Energy and Innovation Centre, National College for Nuclear, Huntspill Energy Park, the Hinkley Point Training Agency, and the Hinkley Supply Chain Portal and Hinkley Enabling Team that has already enabled over 2,000 Somerset business to be registered as potential suppliers for the project and £465m worth of contracts across the South West.*

#### **Questions asked at Full Council:**

##### **1. Education, Health and Care Plans**

From Cllr Leigh Redman

*Response from Cllr Frances Nicholson – Cabinet Member for Children and Families*

- *There are currently 1,041 Education Health and Care Plans as of 7<sup>th</sup> August 2017. In the January 2017 School Census, a total of 1,368 Somerset pupils had a Statement of SEND or an Education, Health and Care (EHC) Plan, representing 1.8% of all pupils (77,618). The England average was 2.8%. (This Includes maintained and direct grant nursery schools, maintained primary and secondary schools, city technology colleges, university technology colleges, studio schools, primary and secondary academies including free schools, special schools, special academies including free schools, general hospital schools, pupil referral units, alternative provision academies including free schools and independent schools.) As at 10<sup>th</sup> August 2017 441 have received final EHCPs with 603 Statements to be transferred. The percentage of process complete is 47%. EHCP plan target completion is within 20 weeks – For SCC at the 31st July 2017 = 56%. The South West average is 63%. Transfers from Statements to EHC Plans are required to be completed by March 31st 2018.*

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Somerset County Council

County Council

– 29 November 2017

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## Report of the Leader and Cabinet – Items for Decision

Cabinet Member: Mr D Fothergill – Leader of the Council

Division and Local Member: All

Lead Officer: Scott Wooldridge, Service Manager - Governance

Author: Scott Wooldridge, Service Manager - Governance

Contact Details: 01823 357628

### 1. Summary

- 1.1 This report sets out the Leader's and Cabinet's recommendations to Council arising from their consideration of reports at the Cabinet meeting on 15 November 2017.

Since August 2015, Devon and Somerset County Councils, all Somerset and Devon Districts, Torbay Council, Plymouth City Council, Dartmoor and Exmoor National Parks, the Local Enterprise Partnership (LEP) and the three Clinical Commissioning Groups have worked in partnership to progress towards securing a devolution deal for the HotSW area focusing on delivering improved productivity. The partnership has continued to progress its objectives in spite of policy shifts at a national level.

The attached Heart of the South West (HotSW) Joint Committee proposals (see Annex A and its appendices) were endorsed by the Cabinet at their meeting on 15 November. This report brings forward for consideration the formal proposal for the establishment of a Heart of the SW (HotSW) Joint Committee from January 2018. The report details a list of recommendations for the decisions necessary to establish the Joint Committee. This follows the Council's decision on 16<sup>th</sup> February 2017 to give 'in principle' approval to the establishment of the Joint Committee, subject to approving the Joint Committee's constitutional arrangements and an inter-authority agreement necessary to support the Joint Committee.

Without a Joint Committee in place, the HotSW area will continue to struggle to position itself to be able to take advantage of Government policy initiatives and new funding opportunities compared to those areas that have and are establishing formal strategic partnerships.

The proposed date of establishment of 22<sup>nd</sup> January 2018 reflects the timetable of decisions to be taken by the Constituent Authorities and if agreed will allow the Joint Committee to have its first formal meeting on 26<sup>th</sup> January 2018.

The attached mid-Year Treasury Management report 2017-18 at Annex B was endorsed by the Cabinet. The mid-year report is presented annually to the County Council's November meeting.

## **2.0 Recommendations**

**2.1 Heart of the South West Joint Committee** – see the attached report and appendices (set out in Annex A) that Cabinet considered and approved at its meeting on 15 November 2017. Following Cabinet's endorsement the Council is recommended to:

- 1. Approve the recommendation of the HotSW Leaders (meeting as a shadow Joint Committee) to form a Joint Committee for the Heart of the South West;**
- 2. Approve the Arrangements and Inter-Authority Agreement documents set out in appendices A and B of the attached report for the establishment of the Joint Committee with the commencement date of Monday 22nd January 2018;**
- 3. Appoint the Council's Leader - Cllr D Fothergill - and the Deputy Leader - Cllr David Hall - as the Council's named representative and substitute named representative on the Joint Committee;**
- 4. Appoint Somerset County Council as the Administering Authority for the Joint Committee for a 2 year period commencing 22nd January 2018;**
- 5. Approve the transfer of the remaining joint devolution budget to meet the support costs of the Joint Committee for the remainder of 2017/18 financial year subject to approval of any expenditure by the Administering Authority;**
- 6. Approve an initial contribution of £10,500 for 2018/19 to fund the administration and the work programme of the Joint Committee, noting that any expenditure will be subject to the approval of the Administering Authority;**
- 7. Agree that the key function of the Joint Committee is to approve the Productivity Strategy (it is intended to bring the Strategy to the Joint Committee for approval by February 2018);**
- 8. Authorise the initial work programme of the Joint Committee aimed at the successful delivery of the Productivity Strategy;**
- 9. Agree the proposed meeting arrangements for the Joint Committee including the timetable of meetings for the Joint Committee as proposed in para 2.14. of the attached report**

**2.2 Treasury Management mid-year report 2017-18** - see the attached report (at Annex B) that Cabinet considered and approved at its meeting on 15 November 2017. Following Cabinet's endorsement the Council is recommended :

**To endorse the Treasury Management Mid-Year Report for 2017-18.**

## **3. Options considered and consultation undertaken**

**3.1** Options considered and details of consultation undertaken in respect of the recommendations set out above are set out in the attached reports and their appendices.

#### **4. Implications**

- 4.1** Financial, legal, Human Resources, equalities, human rights and risk implications in respect of the recommendations set out in this report are detailed within the attached reports and their appendices.

#### **5. Background Papers**

- 5.1** These are set out within the attached reports and their appendices.

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Cabinet  
15<sup>th</sup> November 2017

### Heart of the South West – Joint Committee

Cabinet Member(s): Cllr David Fothergill, Leader

Division and Local Member(s): All

Lead Officer: Julian Gale - Monitoring Officer

Author: Julian Gale - Monitoring Officer

Contact Details: 01823 359047

	<b>Seen by:</b>	<b>Name</b>	<b>Date</b>
	County Solicitor	Honor Clarke	1/11/17
	Monitoring Officer	Julian Gale	N/A
	Corporate Finance	Kevin Nacey	1/11/17
	Human Resources	Chris Squire	1/11/17
	Property / Procurement / ICT	Richard Williams	N/A
	Senior Manager	Pat Flaherty	1/11/17
	Local Member(s)	N/A	N/A
	Cabinet Member	David Fothergill, Leader	1/11/17
	Opposition Spokesperson	Jane Lock	2/11/17
	Relevant Scrutiny Chairman	Cllr Tony Lock for Scrutiny Place	31/10/17
<b>Forward Plan Reference:</b>	FP/17/09/10		
<b>Summary:</b>	<p>This report brings forward for consideration the formal proposal for the establishment of a Heart of the SW (HotSW) Joint Committee from January 2018. The report details a list of recommendations for the decisions necessary to establish the Joint Committee. This follows the Council's decision on 16<sup>th</sup> February 2017 to give 'in principle' approval to the establishment of the Joint Committee, subject to approving the Joint Committee's constitutional arrangements and an inter-authority agreement necessary to support the Joint Committee.</p> <p>The recommendations refer to:</p> <p>Appendix A – Joint Committee Arrangements document</p> <p>Appendix B – Inter-Authority Agreement.</p>		

	<p>The key purpose of the Joint Committee will be to approve a Productivity Strategy for the Heart of the South West area and ensure that it is delivered.</p>
<p><b>Recommendations:</b></p>	<p><b>That Cabinet recommends the Council to:</b></p> <ol style="list-style-type: none"> <li>1. <b>Approve the recommendation of the HotSW Leaders (meeting as a shadow Joint Committee) to form a Joint Committee for the Heart of the South West;</b></li> <li>2. <b>Approve the Arrangements and Inter-Authority Agreement documents set out in appendices A and B for the establishment of the Joint Committee with the commencement date of Monday 22nd January 2018;</b></li> <li>3. <b>Appoint the Council's Leader - Cllr D Fothergill - and the Deputy Leader - Cllr David Hall - as the Council's named representative and substitute named representative on the Joint Committee;</b></li> <li>4. <b>Appoint Somerset County Council as the Administering Authority for the Joint Committee for a 2 year period commencing 22nd January 2018;</b></li> <li>5. <b>Approve the transfer of the remaining joint devolution budget to meet the support costs of the Joint Committee for the remainder of 2017/18 financial year subject to approval of any expenditure by the Administering Authority;</b></li> <li>6. <b>Approve an initial contribution of £10,500 for 2018/19 to fund the administration and the work programme of the Joint Committee, noting that any expenditure will be subject to the approval of the Administering Authority;</b></li> <li>7. <b>Agree that the key function of the Joint Committee is to approve the Productivity Strategy (it is intended to bring the Strategy to the Joint Committee for approval by February 2018);</b></li> <li>8. <b>Authorise the initial work programme of the Joint Committee aimed at the successful delivery of the Productivity Strategy;</b></li> <li>9. <b>Agree the proposed meeting arrangements for the Joint Committee including the timetable of meetings for the Joint Committee as proposed in para 2.14.</b></li> </ol>
<p><b>Reasons for Recommendations:</b></p>	<p>Working together will deliver better results if we are to help our businesses improve their productivity levels and deliver greater prosperity across the Heart of the South West. By collaborating across local geographies we will strengthen the area's voice to Government and strengthen the actions the area can take to improve productivity.</p> <p>The Productivity Strategy will replace the Local Enterprise Partnership's Strategic Economic Plan. It will be the key</p>

	<p>strategic document for the partners to engage with Government and each other on a range of investment opportunities and powers emerging from the Industrial Strategy, Brexit and other policy opportunities.</p> <p>The HotSW Joint Committee will provide a formal strategic partnership to complement and maximise the ability of individual authorities and sub-regional arrangements to deliver their aspirations. It will provide the formal arrangements for collaboration on productivity.</p> <p>Through the Joint Committee the partners can test and improve their ability to work together as a potential precursor to the possible establishment of a Combined Authority at some point in the future. It will also provide a mechanism to further strengthen democratic input and influence with the LEP and align more effectively with the LEP's new model of governance and accountability.</p> <p>Without a Joint Committee in place, the HotSW area will continue to struggle to position itself to be able to take advantage of Government policy initiatives and new funding opportunities compared to those areas that have and are establishing formal strategic partnerships.</p> <p>The proposed date of establishment of 22<sup>nd</sup> January 2018 reflects the timetable of decisions to be taken by the Constituent Authorities and if agreed will allow the Joint Committee to have its first formal meeting on 26<sup>th</sup> January 2018.</p>
<p><b>Links to Priorities and Impact on Service Plans:</b></p>	<p>Increasing productivity, growing Somerset's economy and providing a mechanism through which the HotSW area may seek to draw down opportunities presented by government policy has clear links to all sections of the County Plan, in particular:</p> <ul style="list-style-type: none"> <li>• Partnerships <ul style="list-style-type: none"> <li>○ "...closer working partnerships across the public sector, but also with the voluntary sector and private industry too in order to succeed."</li> </ul> </li> <li>• Children's services / education <ul style="list-style-type: none"> <li>○ Opportunities for young people</li> <li>○ A university for Somerset</li> </ul> </li> <li>• Economic development <ul style="list-style-type: none"> <li>○ Helping small businesses</li> <li>○ Helping business succeed</li> </ul> </li> <li>• Infrastructure and workforce <ul style="list-style-type: none"> <li>○ Connecting our communities</li> <li>○ Major infrastructure projects</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• A sustainable council <ul style="list-style-type: none"> <li>○ Developing business</li> <li>○ Reduce the number of buildings we operate to free up funding for frontline services</li> <li>○ Living within our means.</li> </ul> </li> </ul> <p>The decision to establish a HotSW Joint Committee with a focus on improving productivity for the area does not currently relate to the MTFP, service plans or the Social Value Policy. However a key objective of this work is to bring additional benefit to the community, and improve (or at the least, not adversely affect) the MTFP position in the longer term. If we are successful in using the Joint Committee to take advantage of public sector policy reform then it is hoped that this will have a positive impact on service plans.</p>
<p><b>Consultations and co-production undertaken:</b></p>	<p>Members, partners and the public have been kept informed of developments of the HotSW Devolution Partnership and the Productivity Strategy through press releases, newsletters, presentations, workshops and publications. This information flow will be maintained by the Joint Committee. In addition, all of the authorities within the Partnership have taken formal decisions as required during the various stages of consideration of devolution proposals and the proposed creation of the Joint Committee.</p> <p>A draft Productivity Strategy has been released for public consultation. To complement the on-line consultation there will be; Council-based briefings and targeted key stakeholder events through 6 sub-regional roadshows held in Plymouth, Northern Devon, Cullompton/Exeter, Torbay, Taunton/Bridgwater and Yeovil/Shepton Mallet. The consultation will end on 30<sup>th</sup> November 2017 and feedback will influence the final strategy which is due for approval in early 2018.</p> <p>The views of the Scrutiny Place Committee which considered the proposals at its meeting on 7<sup>th</sup> November are set out below in the designated place.</p>
<p><b>Financial Implications:</b></p>	<p>The costs associated with the early work on the Productivity Strategy preparation largely relate to officer time which is being provided 'in kind' by the authorities and partners. Specifically the LEP has met some direct costs.</p> <p>The establishment of the Joint Committee provides a low cost option compared to a Combined Authority model of governance. As part of the Inter-Authority Agreement the assumption is that the Constituent Authorities will continue to provide in-kind support although this will be reviewed by SCC as the Administering Authority to ensure that the levels of support are appropriate, sustainable into the future and acceptable to the authorities providing the support. The direct running costs of the</p>

	<p>Joint Committee will be limited to providing officer support for the meetings, if there is insufficient 'in-house' capacity, and the costs of the meetings themselves. At this stage direct support costs will be kept to a minimum and for 2017/18 and some of 2018/19 will be covered by the residual joint devolution budget established in 2015. Details of the figures involved are set out in section 2 of the supporting report.</p> <p>In addition to the direct costs of administering the Joint Committee there is also a need for a budget to fund its Work Programme. Further details of the provisional budget requirements are set out in section 2 of the supporting report together with the proposed funding mechanism for contributions from individual authorities.</p> <p>In coming to their decision about a Joint Committee and whether the potential costs provide good value for money, Members might like to consider the potential cost/impact of not working in this way and the potential loss of influence with the Government and investment to the area. Through recent funding initiatives and policy – including through the recent meeting with the Minister, it is clear that Government is looking for areas to come together and articulate their vision and priorities across footprints wider than their organisational boundary or sub-regional areas.</p> <p>The proposal put before Members sets out a low risk, low cost option to work in a more formal way to capitalise on opportunities arising from future Government strategies, funding announcements and in preparation for Brexit.</p>
<p><b>Legal Implications:</b></p>	<p>Each of the partners' legal teams and Monitoring Officers have been involved in the development of the Arrangements and Inter-Authority documents set out as Appendices A and B. The documentation also aligns to the LEP's Assurance Framework.</p> <p>This simple documentation sets out the functions, membership and operations of the Joint Committee and the requirements upon the Constituent Authorities in supporting it.</p>
<p><b>HR Implications:</b></p>	<p>The HR implications relate to officer support for the Joint Committee. The recent shadow Joint Committee meeting recommended that Somerset County Council is appointed as the Administering Authority for the Joint Committee. This activity will impact on the Finance and Governance service. The main implications will fall on the Community Governance Group and the Monitoring Officer in terms of administering the meetings of the Joint Committee and the pre-meeting arrangements. In addition the Finance team will hold and administer the Joint Committee's budget. There is provision for the Council to be compensated for providing the Administering Authority function and the precise financial impact will not be known until work has</p>

	<p>been done to clarify the extent of the ‘in kind’ officer support which will be available to the Joint Committee on an on-going basis.</p>											
<p><b>Risk Implications:</b></p>	<p>The creation of a Joint Committee will place a formal governance structure around the preparation and implementation of the Productivity Strategy. The Strategy will be used as a tool to attract a greater share of Government funding around the Industrial Strategy to mitigate the risk of Devon and Somerset being left behind other areas of the country.</p> <p>Without a Productivity Strategy and Joint Committee in place, the Council and its partners will lack credibility and be at a disadvantage in negotiating and lobbying Government on a range or policy initiatives including the growth agenda and are likely to miss out on potential funding streams.</p> <p>The individual financial risk to each authority of establishing the Joint Committee is limited to their financial contributions to the running and operational costs of the Joint Committee. The risk is shared between all of the Constituent Authorities.</p> <p>In addition the County Council will face additional risks if appointed as the Administering Authority and in particular a level of exposure to financial risk should the budget agreed be subsequently proven insufficient or should agreed funding contributions not be received. These risks will be mitigated through close budget monitoring and reporting to the Joint Committee and the Constituent Authorities, as necessary. In addition, the Constituent Authorities are being asked to take formal decisions to confirm funding contributions. At this stage the budget figures included for 2018/19 are estimated pending the further work required to clarify the Committee’s work programme and level of officer support. A clearer indication of costs for 2018/19 will follow in due course.</p> <table border="1" data-bbox="513 1487 1465 1525"> <tr> <td data-bbox="513 1487 724 1525"><b>Likelihood</b></td> <td data-bbox="724 1487 836 1525"><b>2</b></td> <td data-bbox="836 1487 1011 1525"><b>Impact</b></td> <td data-bbox="1011 1487 1123 1525"><b>4</b></td> <td data-bbox="1123 1487 1347 1525"><b>Risk Score</b></td> <td data-bbox="1347 1487 1465 1525"><b>8</b></td> </tr> </table>						<b>Likelihood</b>	<b>2</b>	<b>Impact</b>	<b>4</b>	<b>Risk Score</b>	<b>8</b>
<b>Likelihood</b>	<b>2</b>	<b>Impact</b>	<b>4</b>	<b>Risk Score</b>	<b>8</b>							
<p><b>Other Implications (including due regard implications):</b></p>	<p><u>Equalities Implications</u></p> <p>The Inter-Authority Agreement requires all Constituent Authorities to support, promote and discharge their duties under the Equality Act through the work of the Joint Committee. The Partnership is developing an Equality Impact Needs Assessment to inform the development of the Productivity Strategy. The Joint Committee will consider this assessment alongside the Productivity Strategy before adoption.</p> <p><u>Community Safety Implications</u></p> <p>No specific implications.</p>											

	<p><u>Sustainability Implications</u></p> <p>There are no implications with regard to the establishment of the Joint Committee. In respect of the Productivity Strategy the consideration of sustainability implications will be critical to ensure that detrimental impacts of improving economic prosperity are minimised.</p> <p><u>Health and Safety Implications</u></p> <p>No specific implications.</p> <p><u>Privacy Implications</u></p> <p>The privacy implications of establishing the Joint Committee are covered within the Inter-Authority Agreement under '11 Information Sharing, Data Protection, Confidentiality, Publicity and Freedom of Information (FOI) Requests.</p> <p><u>Health and Wellbeing Implications</u></p> <p>There is a strong correlation between economic prosperity and health of the population. Public Health specialists will be key stakeholders within the consultation process and will be asked to advise on ways in which the Productivity Strategy could be connected to public health strategies to maximise the benefits to our communities.</p>
<p><b>Scrutiny comments / recommendation (if any):</b></p>	<p>The Scrutiny Place Committee considered the proposals in outline at its meeting on 7<sup>th</sup> November 2017. The Committee broadly welcomed the approach outlined in the paper.</p>

## 1. Background

- 1.1. Since August 2015, Devon and Somerset County Councils, all Somerset and Devon Districts, Torbay Council, Plymouth City Council, Dartmoor and Exmoor National Parks, the Local Enterprise Partnership (LEP) and the three Clinical Commissioning Groups have worked in partnership to progress towards securing a devolution deal for the HotSW area focusing on delivering improved productivity. Since that time the partnership has continued to progress its objectives in spite of policy shifts at a national level.
- 1.2. On 15 February 2017 (Minute 261 refers) the Council gave 'in principle' approval to the establishment of a HotSW Joint Committee, subject to approving the Joint Committee's constitutional arrangements and an inter-authority agreement necessary to support the Joint Committee. This report sets out the necessary documents which, if agreed, will enable the Joint Committee to be formally established.

- 1.3.** Since then the General Election has further shifted the national policy position. On the 13<sup>th</sup> September representatives of HotSW (from the Somerset, Devon, Plymouth and Torbay upper tier authorities) met Jake Berry MP, Minister for devolution to clarify the position of the Government and the HotSW Partnership on the devolution issue. The meeting was very positive and although no agreements were reached at the meeting, the partnership's representatives were given a clear message that the Government would welcome a bid from the partnership to progress our productivity ambitions by identifying areas where we can work together with Government. Importantly the Minister indicated that there would be no requirement to have an elected mayor for Devon and Somerset as a condition of any deal. This statement has removed one significant blockage to moving our ambitions forward and we now need to agree what we want from this initiative and then find practical ways to work with the Government on delivery.
- 1.4.** There is now no doubt that the Government is keen to engage with wider areas that can demonstrate:
- Unity, clarity of purpose and a shared, ambitious vision built on local strengths
  - Strong partnership between business and the public sector with solid governance arrangements that provide assurance in capacity to deliver
  - Compelling ideas that can help to deliver Government objectives
  - Clarity about the offer to Government in terms of savings and is prepared to take hard decisions based on a robust analysis of risk and benefits.
- The Joint Committee will provide the ideal governance framework at this stage to take forward this dialogue with Government.
- 1.5.** The key role of the HotSW Joint Committee is to develop, agree and ensure the implementation of the Productivity Strategy. This can only be achieved by working, where appropriate, in collaboration with the individual Constituent Authorities and the LEP. The Strategy will agree a common vision for increased prosperity through economic growth informed by a local evidence base and engagement with local stakeholders. It will also link to Government policy initiatives, particularly in relation to the Industrial Strategy, and will form the basis for developing our collective 'ask' of Government.

## **2. HotSW Joint Committee Proposal**

- 2.1.** The detail of the proposed functions of the Joint Committee and how it will operate are set out in appendix A attached – the Arrangements document. Appendix B attached sets out an Inter-Authority Agreement for consideration which details how the Joint Committee will be supported and sets out the obligations of the Council if it agrees to become a constituent member.
- 2.2.** The documents detail the Administering Authority functions in support of the operation of the Committee including the provision of financial, legal, constitutional and administrative support to the Committee.
- 2.3.** At this stage the Arrangements and Inter-Authority documents have been 'scaled' to fit the functions of the Joint Committee and the limited liabilities that each authority faces in signing up to be a Constituent Authority. In the event that the remit of the Joint Committee expands to take on more decision-making responsibilities and functions of the Constituent Authorities, the Arrangements



and Inter-Authority agreement will be revisited to ensure that they remain fit for purpose and proportionate. Any expansion of the functions and responsibilities would require the approval of the Constituent Authorities.

- 2.4.** The Joint Committee has a much more limited role than a Combined Authority. It does not have the statutory or legal status of a Combined Authority and cannot deliver the full range of benefits that a Combined Authority can, but it does have the potential to provide cohesive, coherent leadership and a formal governance structure. Its role will focus on collaboration, negotiation and influencing with full decision making responsibilities limited to developing and agreeing the Productivity Strategy. The principle of subsidiarity will apply to the relationship between the Joint Committee, the Constituent Authorities and local sub-regional partnerships with decisions to deliver the Productivity Strategy and decisions necessary as a result of the other functions of the Joint Committee being taken at the most local and appropriate level.
- 2.5.** The aim of the Joint Committee through the delivery of the Productivity Strategy will be to:
- Improve the economic prosperity of the wider area by bringing together the public, private and education sectors;
  - Work together to realise opportunities and mitigate impacts resulting from Brexit;
  - Increase understanding of the local economy and what needs to be implemented locally to improve prosperity for all;
  - Ensure the necessary strategic framework, including infrastructure requirements, is in place across the HotSW area to enable sub-regional arrangements to fully deliver local aspirations; and improve the efficiency and productivity of the public sector. This work will be supported by a Joint Committee budget based on an agreed work programme.
- 2.6.** The creation of a single strategic public sector partnership covering the HotSW area will: facilitate collaborative working; help us to remove barriers to progress; as well as provide a formal structure to engage with Government at a strategic level on major areas of policy. It also has the potential to enable the Constituent Authorities and partners to have discussions with neighbouring Councils / Combined Authorities / LEP areas on South West peninsula priorities and issues as well as the ability to move swiftly towards a Combined Authority model in the future (by potentially acting as a shadow Combined Authority) if the conditions are deemed acceptable to the Constituent Authorities.
- 2.7.** Critically, the Joint Committee will also provide a formal mechanism for the Constituent Authorities to engage effectively with the LEP across common boundaries and agendas. District Council partners, in particular, might view this as an opportunity to engage more effectively with the LEP. The LEP, which will sit alongside the Joint Committee, has recently adopted new governance requirements to ensure greater transparency and accountability and wishes to further improve its democratic accountability in discussion with HotSW partners. The Joint Committee will provide a formal structure to take these discussions forward and for the Constituent Authorities to have greater influence over the activities of the LEP on our common agendas.

- 2.8.** Although the Joint Committee is a cost-effective formal structure, some provision needs to be made to meet the support costs of what will be a fully constituted local authority joint committee. It is proposed that Somerset County Council (who have provided the lead for the governance workstream of the devolution project over the last two years) takes on the support role (with the option of rotating the role after 2 years of operation), to provide the financial, legal, democratic support to the Joint Committee from 1<sup>st</sup> January 2018.
- 2.9.** There is currently the remainder of the joint devolution budget raised from an initial contribution from all authorities and the LEP in 2015. It is recommended that the remaining funds from this budget - £42,000 - are transferred to the Administering Authority and the budget is used to support the costs of the Joint Committee for the remainder of 2017/18 financial year and for some of 2018/19.
- 2.10.** In addition, the Joint Committee will need a budget to undertake its work programme in order to oversee the implementation of the Productivity Strategy. The overall budget required to support the Joint Committee and enable it to undertake its work programme will be dependent, to an extent, on the level of 'in-kind' officer resources provided to the Committee by the constituent authorities. The Administering Authority will review the in-kind support which has been provided for the devolution project in consultation with the Constituent Authorities and bring forward revised budget figures as part of a budget and cost sharing agreement as necessary in due course to the Joint Committee for consideration and recommendation to the constituent authorities. The budget figures set out in this report in paragraph 2.11 are therefore provisional at this stage. The initial Joint Committee work programme is set out in section 3 below for approval.
- 2.11.** Through work undertaken by the partners it is estimated that the operating cost of a Joint Committee will be £89,000 in 2018/19 (and to cover the remainder of 2017/18) excluding any in-kind support. This estimate is made up of the following:
- £40,000 for the Administering Authority to undertake its duties. This is seen as a minimum cost and assumes that 'in-kind' officer resource remains in place at the same level; the Joint Committee meeting venues are provided by partners as 'in-kind' contribution
  - £25,000 (estimate) for work the Joint Committee would wish to commission
  - £24,000 for the Brexit Resilience and Opportunities Group Secretariat.

**2.12.** The Shadow Joint Committee recommends the budget is met by contributions from the Constituent Authorities. This would exclude the LEP and the CCGs from contributing as non-voting partners. As stated above it is estimated there will be a funding carry forward of £42,000 from the 2015 devolution budget. This would leave a shortfall of £47,000 to meet the total estimated budget requirement of the Joint Committee in 2018/19. Using the formula of contributions agreed in 2015 to support the devolution project the contribution requested of each Constituent Authority for 2018/19 is set out below. This assumes that all authorities agree to become members of the Joint Committee and would have to be recalculated should fewer than 19 authorities become Members.

- County Councils - £10,500
- Unitary Councils - £4,000
- District Councils and National Parks £1,400

**2.13.** Under this formula it is recommended this Council contributes £10,500 for 2018/19 as a Constituent Authority. Any expenditure against this budget would be subject to the formal approval of the Administering Authority.

**2.14.** In terms of the proposed meeting arrangements for the Joint Committee, it is recommended:

(a) That the Joint Committee should meet formally immediately after the LEP Board meetings to assist with engagement and co-operation between the bodies and allow co-ordination of the respective work programmes.

(b) That the following dates are reserved for meetings of the Joint Committee in 2018:

- Friday 26<sup>th</sup> January
- Friday 23<sup>rd</sup> March
- Friday 25<sup>th</sup> May
- Friday 20<sup>th</sup> July
- Friday 28<sup>th</sup> September
- Friday 30<sup>th</sup> November

(c) That the Joint Committee meetings should start at 10am with the venues rotated throughout the HotSW area. The assumption will be that the host authority for that meeting will provide appropriate accommodation and facilities 'in kind'.

### **3. HotSW Productivity Plan and the Joint Committee Work Programme**

**3.1.** The Partnership has, since its inception, been focused on working together to tackle low productivity as this is seen as the key to future economic growth. The academic research undertaken in the HotSW Green Paper on Productivity - <http://www.torbay.gov.uk/council/how-the-council-works/devolution/productivity-plan-green-paper/> - highlighted that whilst Devon and Somerset have one of the highest employment rates in the country too many of those jobs are part-time and low paid. This means that our area has one of the lowest productivity rates in the Country and this is a major barrier to future prosperity.

- 3.2.** The Partnership has continued to lobby Government to work more closely with our area in order to make good on its promise to spread economic growth across the Country and we now need to build on the recent meeting of the Minister and the momentum achieved. This work is urgently needed to ensure that areas such as the Heart of the South West don't get left behind as Government look to focus investment in areas where there are strong, cross boundary strategic partnership arrangements such as the six Mayoral Combined Authorities.
- 3.3.** The Productivity Strategy is being developed through an academic evidence base and engagement with stakeholders and the community. The draft plan is currently out to consultation (the draft Productivity Strategy and the introduction to the consultation process can be accessed at <http://www.torbay.gov.uk/devolution>). The deadline for response is 30<sup>th</sup> November 2017. Members are encouraged to respond to the consultation on the draft strategy – see separate paper on your agenda.
- 3.4.** In summary the Strategy proposes to deliver prosperity and productivity across the entire HotSW and to do so in an inclusive way. It proposes to build on existing strengths such as aerospace, advanced manufacturing, nuclear energy and agri-tech as well as exploiting new opportunities and releasing untapped potential.

The Strategy is built around three key objectives:

- Developing **leadership and knowledge** within businesses in our area;
- Strengthening the **connectivity and infrastructure** our businesses and people rely on; and
- Developing the ability of people in our area to **work and learn** in a rapidly changing economy.

	Leadership and knowledge	Connectivity and infrastructure	Working and learning
<b>Aspiration</b>	To substantially improve the productivity of businesses in the area.	Improve our physical and natural assets to support wellbeing and economic opportunities.	Meet the potential of every individual within the area to work and contribute to our shared prosperity.
<b>High-level aim</b>	Help develop innovative, ambitious, growing businesses that can compete internationally.	Create vibrant places that are attractive to skilled people and new investment, with infrastructure to support productivity growth.	Develop, attract and retain a highly skilled and adaptable workforce.
<b>Strategic objective</b>	<b>Programmes</b> <ul style="list-style-type: none"> <li>• Management excellence</li> <li>• New markets, new opportunities</li> <li>• Remove barriers to expansion</li> <li>• Attract talent and investment</li> </ul>	<b>Programmes</b> <ul style="list-style-type: none"> <li>• Clean energy infrastructure</li> <li>• Connectivity and resilience</li> <li>• Land for business and housing needs</li> <li>• Natural capital to support productivity</li> </ul>	<b>Programmes</b> <ul style="list-style-type: none"> <li>• Skills for a knowledge-led economy</li> <li>• Pathways to success</li> <li>• Access to work and opportunities</li> <li>• Skills for our 'golden opportunities'</li> </ul>

- 3.5. It is recommended that one of the first tasks of the Joint Committee will be to approve the Productivity Strategy early in the New Year
- 3.6. The Partnership has been meeting as a Shadow Joint Committee since 22<sup>nd</sup> September 2017. Its focus is to ensure the Joint Committee can immediately move into action and take advantage of major funding streams, national policy debates and lobbying around the economy. The Partnership will be working with the LEP to deliver the Productivity Strategy and will be supporting a joint work programme which initially will involve:
- Developing and recommending a delivery and investment Framework, to implement the Productivity Strategy and demonstrating our capacity to deliver. This will complement the LEP's Strategic Investment Panel which oversees the LEP's investments;
  - Investigating ways to complement existing work to draw out opportunities to attract infrastructure investment in line with the Productivity Strategy aims, building our track record for ambitious and compelling propositions;
  - Investigating ways to complement existing work on improving the delivery of skills in line with the Productivity Strategy aims
  - Investigating ways to complement existing work on strengthening leadership & knowledge within the area's SMEs in line with the Productivity Strategy aims.
- 3.7. Any Joint Committee expenditure on the joint work programme will be subject to approval by the Administering Authority.

#### **4. Options considered and reasons for rejecting them**

- 4.1. There are two options and alternatives that Members might consider:

Option 1 – Do nothing and continue with informal arrangements within the Partnership. As set out above the feedback from Government is they prefer to work 'at scale' and are looking more favourably at areas that have a unity of vision and purpose.

Option 2 – move to a Combined Authority. The Partnership now need to review the option of establishing a Combined Authority at some point following the indication from the Minister that there will be no requirement to have an elected mayor in order to pursue our ambitions. Establishing a Combined Authority requires a substantial lead in time to allow for the Parliamentary approval process and would inevitably require the creation of a shadow Combined Authority to test and confirm the concept. The potential benefits of moving to a Combined Authority model will have to be judged against the implications of doing so, including the cost implications. The Joint Committee has the benefit of allowing the Partnership to move relatively quickly to establish a Combined Authority if that is the wish of the partners.

## 5. Background Papers

### 5.1 Heart of the South West Statement of Intent

<http://www.heartofswlep.co.uk/sites/default/files/user1/Devolution%20Statement%20of%20Intent%20%28low%20res%29.pdf>

#### **Heart of the South West Devolution Prospectus for Productivity**

<https://somersexnewsroom.files.wordpress.com/2015/09/heart-of-the-south-westdevolution-prospectus.pdf>

#### **Scrutiny Committee for Policy and Place, 1 December 2015**

Report:

<http://www1.somerset.gov.uk/council/board43%20scrutiny%20place/2015%20Dec%201%20-%20Item%208%20HOSW%20Devolution%20bid.pdf>

Summary of outcomes:

<http://www1.somerset.gov.uk/council/board43%20scrutiny%20place/2015%20Dec%201%20-%20Summary%20of%20Outcomes.pdf>

#### **Cabinet, 9 December 2015**

Report:

<http://www1.somerset.gov.uk/council/board3d/2015%20December%209%20Item%205%20Paper%20A%20Heart%20of%20the%20South%20West%20Devolution%20bid%20update.pdf>

Summary of outcomes:

<http://www1.somerset.gov.uk/council/board3d/Summary%20of%20Decisions%20091215.pdf>

#### **Full Council, 17 February 2016**

Summary of outcomes:

<http://www1.somerset.gov.uk/council/board1/Web%20upload%2009.02.16/2016%20February%2017%20Summary%20of%20Outcomes.pdf>

#### **Cabinet, 11 July 2016**

Report

<http://www1.somerset.gov.uk/council/board3d/2016%20July%2011%20Item%206%20Paper%20B%20Heart%20of%20the%20South%20West%20Devolution%20in%20principle%20proposal%20for%20Combined%20Authority.pdf>

Summary of outcomes:

<http://www1.somerset.gov.uk/council/board3d/Summary%20of%20Decisions%20110716.pdf>

#### **Full Council, 20<sup>th</sup> July 2016**

Report

<http://www1.somerset.gov.uk/council/board1/Web%20upload%2012.07.16/2016%20July%2020%20Item%207%20Report%20of%20the%20Leader%20and%20Cabinet%20-20items%20for%20decision%20Paper%207A%20Heart%20of%20the%20South%20West%20Devolution%20in%20principle%20proposal%20for%20Combined%20Authority.pdf>

Minutes:

<http://www1.somerset.gov.uk/council/board1/Web%20upload%2022.11.16/July%20minutes%20-%20full%20set.pdf>

**Cabinet, 6<sup>th</sup> February 2017**

Report: Devolution – the way forward

<http://democracy.somerset.gov.uk/documents/g326/Public%20reports%20pack%2006th-Feb-2017%2010.00%20Cabinet.pdf?T=10>

Minutes

<http://democracy.somerset.gov.uk/documents/g326/Printed%20minutes%2006th-Feb-2017%2010.00%20Cabinet.pdf?T=1>

**Full Council, 15<sup>th</sup> February 2017**

Report of the Leader and Cabinet

<http://democracy.somerset.gov.uk/documents/g208/Public%20reports%20pack%2015th-Feb-2017%2010.00%20County%20Council.pdf?T=10>

Minutes

<http://democracy.somerset.gov.uk/documents/g208/Printed%20minutes%2015th-Feb-2017%2010.00%20County%20Council.pdf?T=1>

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## ANNEX A APPENDIX A

### HEART OF THE SOUTH WEST (HOTSW) JOINT COMMITTEE – DRAFT ARRANGEMENTS

#### 1. Introduction:

1.1 Legal status: The HotSW Joint Committee is a Joint Committee of the local authorities listed in 1.5 below that comprise the HotSW area and established under Sections 101 to 103 of the Local Government Act 1972 and all other enabling legislation to undertake the functions detailed in section 2 of this Agreement.

1.2 Key purpose: The key purpose of the Joint Committee is to be the vehicle through which the HotSW partners will ensure that the desired increase in productivity across the area is achieved.

1.3 Aims and objectives: The aim is to provide a single strategic public sector partnership that covers the entire area and provides cohesive, coherent leadership and governance to ensure delivery of the Productivity Strategy for the HotSW area. The specific objectives of the Joint Committee are to:

- (a) Improve the economy and the prospects for the region by bringing together the public, private and education sectors;
- (b) Increase our understanding of the economy and what needs to be done to make it stronger;
- (c) Improve the efficiency and productivity of the public sector;
- (d) Identify and remove barriers to progress and maximise the opportunities /benefits available to the area from current and future government policy.

1.4 Commencement: The Joint Committee will be established in accordance with the resolutions of the Constituent Authorities listed below in paragraph 1.5 with effect from the Commencement Date (22<sup>nd</sup> January 2018) and shall continue in existence unless and until dissolved by resolution of a majority of the Constituent Authorities.

1.5 Membership: Each of the Constituent Authorities listed below shall appoint 1 member and 1 named substitute member to the Joint Committee on an annual basis. Each member shall have 1 vote including substitute members. For the Councils, the member appointed shall be that Council's Leader except in the case of Torridge District Council where the member appointed by the Council shall have authority to speak and vote on matters on behalf of the Council. Political balance rules do not apply to the Joint Committee membership. The substitute member shall also be a cabinet member where the Council is operating executive arrangements. For the National Park Authorities the member appointed shall have authority to speak and vote on matters on behalf of the Authority:

- Dartmoor National Park Authority
- Devon County Council
- East Devon District Council
- Exeter City Council

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- Exmoor National Park Authority
- Mendip District Council
- Mid Devon District Council
- North Devon Council
- Plymouth City Council
- Sedgemoor District Council
- Somerset County Council
- South Hams District Council
- South Somerset District Council
- Torbay Council
- Taunton Deane Borough Council
- Teignbridge District Council
- Torrington District Council
- West Devon Borough Council
- West Somerset Council.

1.6 In addition to the Constituent Authorities the partner organisations listed below shall each be invited to appoint 1 co-opted representative and 1 named substitute co-opted representative to the Joint Committee. Co-opted members shall not have voting rights:

- Heart of the South West Local Enterprise Partnership (the LEP)
- NHS Northern, Eastern and Weston Devon Clinical Commissioning Group
- NHS South Devon and Torbay Clinical Commissioning Group
- NHS Somerset Clinical Commissioning Group

1.7 The Joint Committee may co-opt further non-voting representatives from the private, public and/or voluntary sectors at any time.

1.8 Each appointed member / representative shall remain a member of the Joint Committee until removed or replaced by the appointing authority / organisation. Appointments to fill vacancies arising should be notified to the Joint Committee Secretary as soon as possible after the vacancy occurs.

1.9 Standing Orders / Rules of Procedure: Outside of the contents of this 'Arrangements' document, the Standing Orders and Rules of Procedure for the Joint Committee shall be those contained in the Constitution of the Administering Authority to the Joint Committee, subject, in the event of any conflict, to the provisions in the Arrangements document taking precedent.

1.10 Administering Authority: A Council shall be appointed by the Constituent Authorities as the Administering Authority for the Joint Committee and shall provide legal, democratic services, financial and communications support to the Committee. The Joint Committee's Forward Plan of business and papers for its meetings shall be published on the Administering Authority's website with links provided to the websites of the other Constituent Authorities and partner organisations.

## **2. Joint Committee Functions:**

2.1 The only delegated function of the Joint Committee relates to the approval of the HotSW Productivity Strategy. All other matters referred to in 2.3 are 'referred' matters where the Joint Committee will make recommendations to the Constituent Authority or Authorities for decision. Additional delegated or referred functions may be proposed for the Joint Committee in the future by the Joint Committee or any of the Constituent Authorities, but shall only be agreed if approved by all of the Constituent Authorities.

2.2 The principle of subsidiarity will apply to the relationship between the Joint Committee, the Constituent Authorities and local Sub-Regional Partnerships with decisions being made at the most local and appropriate level on all matters to do with the delivery of the Productivity Strategy and in relation to the other functions of the Joint Committee.

2.3 The Joint Committee shall:

- (a) Develop and agree the HotSW Productivity Plan in collaboration with the LEP.
- (b) Ensure delivery of the HotSW Productivity Plan in collaboration with the LEP and the Constituent Authorities.
- (c) Continue discussions /negotiations with the Government on the possibility of achieving devolved responsibilities, funding and related governance amendments to assist with the delivery of the Productivity Plan. Joint Committee proposals arising from these discussions /negotiations would require the formal approval of the Constituent Authorities / Partner Agencies.
- (d) Continue discussions / negotiations with the Government / relevant agencies to secure delivery of the Government's strategic infrastructure commitments, eg, strategic road and rail transport improvements
- (e) Work with the LEP to identify and deliver adjustments to the LEP's democratic accountability and to assist the organisation to comply with the revised (November 2016) LEP Assurance Framework. This includes endorsing the LEP's assurance framework on behalf of the Constituent Authorities as and when required. However, this is subject to the Framework being formally approved by the LEP's Administering Authority.
- (f) Ensure that adequate resources (including staff and funding) are allocated by the Constituent Authorities to enable the objectives in (a) to (e) above to be delivered.

## **3. Funding**

3.1 The Constituent Authorities shall agree each year and in advance of the start of the financial year (except in the year of the establishment of the Joint Committee) a budget for the Joint Committee in accordance with a Budget and Cost Sharing

Agreement to cover the administrative costs of the Joint Committee and costs incurred in carrying out its functions. All funds will be held and administered by the Administering Authority on behalf of the Constituent Authorities and spent in accordance with that Authority's financial regulations and policies.

3.2 In the Joint Committee's first year of operation, the budget will be approved by the Constituent Authorities on the recommendation of the Joint Committee as soon as possible after the establishment of the Joint Committee.

3.3 Joint Committee members' costs and expenses will be funded and administered by the respective Constituent Authority.

## **4. Review of the Joint Committee Arrangements**

5.1 The Joint Committee may at any time propose amendments to the Arrangements document which shall be subject to the approval of all of the Constituent Authorities.

5.2 Any Constituent Authority may propose to the Joint Committee amendments to the Arrangements. Such amendments shall only be implemented if agreed by all of the Constituent Authorities on the recommendation of the Joint Committee.

## **5. Members' Conduct**

5.1 All members of the Joint Committee shall observe the "Seven Principles of Public Life" (the 'Nolan' principles) and will be bound by their own authority's code of conduct in their work on the Joint Committee.

5.2 Joint Committee members / representatives shall be subject to the code of conduct for elected members adopted by the Constituent Authority that nominated them to be a Joint Committee member or to the conduct requirements of the organisation that appointed them. This includes the requirement to declare relevant interests at formal meetings of the Joint Committee.

## **6. Requirements of Joint Committee members**

6.1 Joint Committee members shall:

- (a) Act in the interests of the Joint Committee as a whole except where this would result in a breach of a statutory or other duty to their Constituent Authority or would be in breach of their Constituent Authority's Code of Conduct.
- (b) Be committed to, and act as a champion for, the achievement of the Joint Committee's aims.
- (c) Be an ambassador for the Joint Committee and its work.

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- (d) Attend Joint Committee meetings regularly, work with others to achieve consensus on items of business and make a positive contribution to the Committee's work.
- (e) Act as an advocate for the Joint Committee in any dealings with their organisation including seeking any approvals from their Constituent Authority/Partner Organisation to Joint Committee recommendations.
- (f) Adhere to the requirements of the 'Arrangements' document and maintain high ethical standards.

## **7. Appointment of Chair and Vice-Chair**

7.1 The Joint Committee shall elect a Chair and Vice-Chair from amongst the voting membership as the first items of business at its inaugural meeting and at each Joint Committee Annual General Meeting thereafter. The appointments shall be confirmed by a simple majority vote of Constituent Authority members. If a deadlock occurs between two or more candidates a secret ballot shall immediately be conducted to confirm the appointment. If there is still deadlock following a secret ballot then a further meeting of the Joint Committee shall be held within 14 days and a further secret ballot shall be held to resolve the appointment.

7.2 A vacancy occurring in the positions of Chair or Vice-Chair between Annual General Meetings shall be filled by election at the next meeting of the Joint Committee. The person elected will serve until the next Annual General Meeting.

7.3 The Chair and Vice-Chair shall, unless he or she resigns the office or ceases to be a member of the Joint Committee and subject to 7.5 below, continue in office until a successor is appointed.

7.4 In the absence of the Chair and the Vice-Chair at a meeting, the voting members of the Committee present shall elect a Chair for that meeting.

7.5 The Chair or Vice-Chair may be removed by a vote of all of the Constituent Authority members present at a meeting of the Joint Committee.

## **8. Quorum**

The quorum for any meeting of the Joint Committee shall be 9 Constituent Authority members. The Chair will adjourn the meeting if there is not a quorum present. In the absence of a quorum, the meeting shall be adjourned to a date, time and venue to be agreed by the Chair.

## **9. Voting**

9.1 Wherever possible the elected and co-opted members of the Joint Committee shall reach decisions by consensus and shall seek to achieve unanimity.

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9.2 In exceptional circumstances where a formal vote is required, the proposal will be carried by a simple majority agreement of the voting members present and voting by a show of hands. The Chair of the Joint Committee shall not have a casting vote in the event of a tied vote.

## **10 Decision making Arrangements**

10.1 Only the Joint Committee shall approve the Productivity Strategy.

10.2 The Joint Committee may at any time appoint working groups consisting of Joint Committee members and/or co-opted representatives / officers to consider specific matters and report back / make recommendations to the Joint Committee.

## **11 Formal Meeting Arrangements**

11.1 The Joint Committee will hold an Inaugural Meeting within 30 days of the agreed commencement date and thereafter shall meet on a regular basis as agreed by the Joint Committee annually at its Annual General Meeting.

11.2 The Chair or in his/her absence the Vice-Chair, may call a special meeting of the Joint Committee following consultation with the Chief Executives' Advisory Group to consider a matter that falls within the Committee's remit but cannot be deferred to the next scheduled meeting, provided that at least ten clear working days notice in writing is given to the Joint Committee membership.

11.3 Formal meetings of the Joint Committee shall normally be held in public, in accordance with the Access to Information Rules and the Standing Orders / Rules of Procedure of the Administering Authority.

11.4 Meetings of any working groups or task groups established by the Joint Committee shall, unless otherwise agreed, be held in private.

## **12. Who can put items on the Joint Committee's agenda?**

- (a) The Joint Committee itself;
- (b) Any of the members of the Joint Committee appointed by the Constituent Authorities
- (c) A Constituent Authority by way of a formal resolution
- (d) The Chief Executives' Advisory Group
- (e) The Monitoring Officer and / or the Chief Finance Officer of the Administering Authority.

## **13. Reporting Arrangements**

13.1 In addition to any ad hoc reports to the Constituent Authorities, the Joint Committee shall supply an annual report of its activities to the Constituent Authorities in May of each year.

13.2 The Joint Committee shall co-operate with the public scrutiny arrangements of the Constituent Authorities.

## **14 Record of attendance**

14.1 All members present during the whole or part of a meeting are asked sign their names on the attendance sheets before the conclusion of every meeting to assist with the record of attendance.

Julian Gale  
Monitoring Officer  
Somerset County Council

6/11/17

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## ANNEX A - APPENDIX B

### HOTSW JOINT COMMITTEE DRAFT INTER – AUTHORITY AGREEMENT

#### 1. Commencement and Duration:

1.1 This Agreement (and the obligation of the Constituent Authorities [CAs]) shall take effect on the agreed Commencement Date – 22<sup>nd</sup> January 2018 - and shall continue until the Joint Committee (JC) is dissolved.

#### 2. Formation provisions:

2.1 The CAs agree to form the JC from the agreed Commencement Date and to delegate / refer the functions specified to the JC from that date as set out in section 2.3 of the Arrangements document.

2.1 The JC shall operate in accordance with the Arrangements document and the Standing Orders and Rules of Procedure of the Administering Authority.

#### 3. Administering Authority (AA) arrangements

3.1 The AA shall be appointed by resolution of the CAs for a 24 month period (24 months is considered as appropriate to provide sufficient continuity but also to provide the option to rotate the role on a regular basis).

3.2 The AA shall provide:

- Financial, legal, constitutional and administrative support to the JC and its meetings
- An on-line presence for the JC via the AA website with links to the CAs / partner organisations websites.
- Ensure it has appropriate insurance arrangements in place to cover the AA role.

3.3 The AA may resign from the role by giving 6 months' notice to the CAs.

3.4 The AA may be removed and replaced by a majority vote of the CA members at a formal meeting of the JC.

3.5 The JC shall cease to exist in the event that no CA or organisation can be identified to undertake the AA role.

#### 4. JC Finance

4.1 The JC's budgetary arrangements shall be detailed in a budget and cost sharing agreement (to be drafted) to be agreed by all of the CAs annually on the recommendation of the JC and in advance of the financial year. The only exception

to this will be in the JC's first year of operation when the JC shall recommend a budget and cost sharing agreement to the CAs for approval at the first opportunity following its establishment.

- 4.2 The budget and cost sharing agreement shall cover:
- (a) The responsibilities of the CAs for providing funding for the JC
  - (b) The anticipated level of expenditure for the JC for the year ahead
  - (c) The cost sharing mechanism to be applied to the CAs
  - (d) Details of how the budget will be set and agreed each year
  - (e) Who is to be responsible for maintaining financial records on behalf of the JC (the 'accountable body');
  - (f) What financial records are to be maintained;
  - (g) What financial reports are to be made, to whom and when;
  - (h) What arrangements and responsibilities are to be made for:
    - auditing accounts;
    - insurance including ensuring all partners have sufficient cover;
  - (i) How any financial assets held by the JC on behalf of the CA will be redistributed to the CAs in the event of the dissolution of the JC or in the event of a CA formally withdrawing from the CA.

## **5. Roles and responsibilities of the CAs**

- 5.1 The CAs shall:
- (a) Appoint Members and named substitutes to the JC in accordance with the 'Arrangements'.
  - (b) Undertake to share the costs of the JC in accordance with the budget and cost sharing agreement and pay their contribution to the JC to the AA in good time.
  - (c) Make appropriate arrangements for recommendations of the JC to be considered and decisions made by the CA.
  - (d) Support the work of the JC by offering services, resources or other 'in kind' support to assist with JC projects and activities.
  - (e) Within the terms of the Inter-Authority Agreement, agree to share information to support the work of the JC.

## **6. Chief Executives' Advisory Group**

- 6.1 The Group shall:
- (a) Ensure that the JC fulfils its functions and responsibilities and in accordance with all legal and constitutional requirements.
  - (b) Plan and co-ordinate the JC's activities to ensure the achievement of its aims and objectives
  - (c) Consider the performance and effectiveness of the JC on an on-going basis and make recommendations for changes for consideration by the JC and CAs as necessary.
  - (d) Ensure that professional advice is available and provided as necessary to the JC to enable it to carry out its functions.
  - (e) Rigorously monitor and scrutinise the JC's budget.

- (f) Consider disputes between the CAs over the application or interpretation of this Agreement together with any potential breaches of this Agreement.

## **7. Withdrawal from / dissolution of the JC**

7.1 A CA wishing to withdraw from the JC shall give a minimum of 6 months' notice in writing to the other CA via the AA. The CAs shall co-operate with any such request.

7.2 If two or more CAs give notice of withdrawal from membership of the JC in the same Financial Year, the JC shall consider and make recommendations to the remaining CA as to the future operation of the JC and, if appropriate, recommend any necessary amendments required to the JC's functions and operating arrangements.

7.3 Where a majority of the CAs at any time agree (via formal resolutions) that the JC should be dissolved or terminated on a specified date then the JC shall cease to exist from that date.

## **8. Accounts, Audit and Reporting arrangements**

8.1 The AA's accounts and audit arrangements will apply to JC business.

8.2 The AA will ensure appropriate reporting arrangements are in place for the JC.

## **9. Review of Inter-Authority Agreement**

9.1 At any time one or more of the CAs may seek a review of this agreement and the operation of the JC by giving notice to the CAs via the AA.

9.2 The review shall be undertaken by the Chief Executives Advisory Group for report to the JC. Any recommendations for changes to the agreement from the JC shall only be implemented if agreed by all of the CAs.

## **10. Insurance, Indemnities, and Conduct of Claims**

10.1 The JC as a scrutiny and policy making group rather than a commissioning body undertakes administrative functions and therefore carries relatively little risk.

10.2 Each authority's insurance cover will automatically extend to provide protection for their members and officers participating in the work of the JC and in their capacity as officers or members of that authority.

## **11. Information Sharing, Data Protection, Confidentiality, Publicity and Freedom of Information (FOI) Requests**

11.1 The CA shall share information about their organisations where that information is relevant to the aims and objectives of the JC.

11.2 Where such information is confidential or privileged, for example for reasons of commercial, customer or client confidentiality, the CA concerned shall seek to provide the information in such a form as to assist the JC whilst maintaining confidentiality, for example by the use of statistical and other non-identifiable forms of data. If confidential information is provided by a constituent authority to assist the work of the JC, then each CA will respect that confidentiality and shall not use or disclose such information without the permission of the authority that provided the information.

11.3 In respect of FOI requests, the AA will ensure that the requirements of the FOI Act 2000 are met in respect of the activities of the JC. In particular the AA will consult the officers of the CA as necessary regarding any potentially contentious enquiries and will then respond to them accordingly on behalf of the JC.

11.4 The JC and the CAs shall at all times abide by the requirements of the Data Protection Act.

11.5 A CA shall not make any public statement or issue any press release or publish any other public document relating to, connected with or arising out of the work of the Joint Committee without obtaining the other CAs' prior approval as to the contents thereof and the manner of its presentation and publication.

## **12. Promoting Equality, Diversity and Social Inclusion**

12.1 All CAs will support and promote the principles of inclusiveness and equality for all through the work of the JC.

## **13. Extent of obligations and further assurance**

13.1 Nothing in this Agreement is to require any of the CA to act in any way that is inconsistent with its obligations or duties as a local authority.

## **14. Variations of the Agreement**

14.1 Subject to the express provisions of this Agreement, no variation of this Agreement will be valid or effective unless agreed by formal resolution of all of the CA.

## **15. Dispute Resolution / Breach of this Agreement**

15.1 In the event of a dispute arising from the interpretation and operation of this Agreement or a breach of this Agreement by any CA or JC member, the matter shall

first be considered by the Chief Executives' Advisory Group. The Group shall seek to resolve the matter by discussion and mutual agreement and report to the JC and CA as necessary.

15.2 Where this fails to achieve a resolution, then the JC may give formal consideration to further action. Such action may include:

- (a) A request to a CA to replace a JC member;
- (b) A request to a CA to withdraw from the JC;
- (c) A recommendation to the other CAs for the termination of the participation of a CA.

Julian Gale  
Monitoring Officer  
Somerset County Council

6/11/17

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## Cabinet

15<sup>th</sup> November 2017**Treasury Management Mid-Year Report 2017-18**

Cabinet Member: Cllr David Hall – Cabinet Member for Resources

Division and Local Member: All

Lead Officer: Kevin Nacey, Director of Finance &amp; Performance

Author: Alan Sanford, Principal Investment Officer

Contact Details: 01823 359585/6

	<b>Seen by:</b>	<b>Name</b>	<b>Date</b>
<b>Report Sign off</b>	County Solicitor	Honor Clarke	23/10/17
	Monitoring Officer	Julian Gale	23/10/17
	Corporate Finance	Kevin Nacey	23/10/17
	Human Resources	Chris Squire	23/10/17
	Senior Manager	Stephen Morton	20/10/17
	Cabinet Member	David Hall	01/11/17
	<b>Forward Plan Reference:</b>	FP/17/08/11	
<b>Summary:</b>	<p>The Treasury Management Strategy for 2017-18 is underpinned by the adoption of the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management (Revised 2011), which includes the requirement for determining a treasury strategy on the likely financing and investment activity for the forthcoming financial year. The Code also recommends that Full Council is informed of Treasury Management activities at least twice a year.</p> <p>This report is for information only. It gives a summarised account of Treasury Management activity and outturn for the first half of the year, and ensures Somerset County Council (SCC) is embracing Best Practice in accordance with CIPFA recommendations.</p>		
<b>Recommendations:</b>	<p><b>That the Cabinet endorses the Treasury Management Mid-Year Report for 2017-18 and recommends it is received and endorsed by Full Council on 29th November 2017.</b></p>		
<b>Reasons for recommendations</b>	<p>The Local Government Act 2003 requires the Council to operate the overall treasury function with regard to the CIPFA Code of Practice for Treasury Management in the</p>		

	Public Services. The Code requires Full Council to receive as a minimum, an annual strategy and plan in advance of the year, a mid-year review, and an annual report after its close. This is the mid-year review for 2017-18.
<b>Links to Priorities and Impact on Service Plans:</b>	Effective Treasury Management provides support to the range of business and service level objectives that together help to deliver the Somerset County Plan.
<b>Consultations undertaken:</b>	None
<b>Financial Implications:</b>	As per links to priorities box
<b>Legal Implications:</b>	As above
<b>HR Implications:</b>	As above
<b>Risk Implications:</b>	There are no specific risks associated with this outturn report. The risks associated with Treasury Management are dealt with in the Annual Treasury Management Strategy, Annual Investment Strategy, and Treasury Management Practice documents.
<b>Other Implications (including due regard implications):</b>	None
<b>Scrutiny comments / recommendation (if any):</b>	The Audit Committee is the nominated body to provide scrutiny for Treasury Management and this report will be sent to Audit Committee members.

## 1. Economic Background

1.1 UK economic activity expanded at a much slower pace as evidenced by Q1 and Q2 GDP growth of 0.2% and 0.3% respectively. With the dominant services sector accounting for 79% of GDP, the strength of consumer spending remains vital to growth, but with household savings falling and real wage growth negative, there are concerns that these will be a constraint on economic activity in the second half of the year.

August Inflation (CPI) rose to 2.9%, its highest since June 2013 as the fall in the value of sterling following the June 2016 referendum result continued to feed through into higher import prices.

The unemployment rate fell to 4.3%, its' lowest since May 1975, but the squeeze on consumers intensified as average earnings grew at 2.5%, below the rate of inflation.

The unscheduled General Election in June, called to resolve uncertainty, resulted in an enhanced level of political uncertainty. Although the potential for a so-called hard Brexit may have diminished, lack of clarity over future trading partnerships, in



particular future customs agreements with the rest of the EU block, is denting business sentiment and investment.

The Bank of England made no change to monetary policy at its meetings in the first half of the financial year. The vote to keep Bank Rate at 0.25% narrowed to 5-3 in June highlighting that some MPC members were more concerned about rising inflation than the risks to growth. Although at September's meeting the Committee voted 7-2 in favour of keeping Bank Rate unchanged, the MPC changed their rhetoric, implying a rise in Bank Rate in "the coming months". It also reiterated that any increase will be gradual and limited as the interest rate backdrop will have to provide substantial support to the UK economy through the Brexit transition.

In contrast to the UK, near-term global growth prospects improved. The US Federal Reserve increased its target range of official interest rates in June for the second time in 2017 by 25bps to between 1% and 1.25%, and a further similar increase is expected at its December 2017 meeting.

The Euroland economic outlook got another upgrade in September, in Bloomberg's latest economic survey. Gross domestic product is now forecast to rise 2.1 percent this year, up 0.1 percentage point compared with August, and the eighth positive reassessment in the past year.

The European Central Bank also raised its forecasts in September, to 2.2%. ECB President Mario Draghi said at the time that the expansion "continues to be solid and broad-based across countries and sectors." Against that backdrop, ECB policy makers have begun a debate on how to slow the monthly asset purchases they've used to help support the economy in recent years.

On the downside, geopolitical tensions escalated in August as the US and North Korea exchanged escalating verbal threats. The provocation from both sides helped wipe off nearly \$1 trillion from global equity markets but benefited safe-haven assets such as gold and the US dollar.

The FTSE 100 nevertheless powered away reaching a record high of 7,548 in May but dropped back to 7,377 at the end of September.

Gilt yields displayed some volatility over the six-month period with the change in sentiment in the Bank of England's outlook for interest rates, the push-pull from expectations of tapering of Quantitative Easing (QE) in the US and Europe, and from geopolitical tensions. To highlight the volatility, the yield on 5-year gilts fell to 0.35% in mid-June, but then rose to 0.80% by the end of September. The 10-year gilt yield similarly rose from their lows of 0.93% to 1.38% at the end of the quarter, and those on 20-year gilts from 1.62% to 1.94%.

As gilt yields have a direct correlation to PWLB borrowing rates, the movements, and particularly the spike upwards in September, can be seen in Tables 2 and 3 in Appendix A.

LIBID rates supplied by the British Bankers' Association show that there was barely any movement in rates out to 3-months, with a general drift down in periods beyond this. This changed dramatically in September as Mark Carney implied an impending rise in rates. Rates for 3-months and longer have risen sharply in the last couple of weeks in September.

3-month, 6-month and 12-month LIBID rates have averaged 0.18%, 0.32% and 0.53% respectively over the period from April to 30th September 2017, closing on year-to-date highs of 0.21%, 0.37%, and 0.60% respectively.

Rates paid by banks to Local Authorities have continued to be volatile and non-uniform, being based on individual institutions' wholesale funding requirements at any given time. Some counterparties have quoted negative yields for periods up to 3-months during the first half of the year.

Tables showing the effect that economic conditions had on money market rates during the period, can be seen in Table 1, Appendix A.

## 1.2 Debt Management

The Council's need to borrow for capital purposes is determined by the Capital Programme. Council Members are aware of the major projects identified for 2017-19. As planned, some £107.6m of major projects for 2017-2018 is to be financed by government grants, capital receipts and contributions, and re-profiled funding as outlined in the Treasury Management Strategy Statement passed by Council in February 2017. No borrowing has been taken during the period, nor is there any envisaged to be taken in the second half of the year.

The debt position at the beginning and end of the period are shown overleaf:

	<b>Balance on 31/03/2017 £m</b>	<b>Debt Matured / Repaid £m</b>	<b>New Borrowing £ms</b>	<b>Balance on 30/09/2017 £m</b>	<b>Increase/ Decrease in Borrowing</b>
Short Term Borrowing	0.00	0.00	0.00	0.00	0.00
PWLB	159.05	0.00	0.00	159.05	0.00
LOBOs	113.00	0.00	0.00	113.00	0.00
Fixed Rate Loans (Including Ex-Barclays LOBOs)	57.50	0.00	0.00	57.50	0.00
<b>Total Borrowing</b>	<b>329.55</b>	<b>0.00</b>	<b>0.00</b>	<b>329.55</b>	<b>0.00</b>

The overall rate paid on loans remained unchanged for PWLB at 4.59%. The average LOBO (Lenders Option, Borrowers Option) rate at 30<sup>th</sup> September was also the same as at 31<sup>st</sup> March, at 4.72%. The combined average rate was 4.66%.

As there has been no change to the PWLB portfolio during the period, the average weighted maturity as at 30<sup>th</sup> September had decreased by six months to 26.7 years. The average duration of all Market Loans dropped to 34.2 years from 34.7.

### 1.3 Investment Activity

The Guidance on Local Government Investments in England gives priority to security and liquidity and the Council's aim is to achieve a yield commensurate with these principles.

Security of capital remained the Council's main investment objective. This was achieved by following the counterparty policy as set out in the Annual Investment Strategy, and by the approval method set out in the Treasury Management Practices. Counterparties having approval for use during the period are listed below. Those used during the first half of the year are denoted with a star.

<b>Bank or Building Society</b>		<b>Bank or Building Society</b>	
Bank of Scotland	*	Oversea-Chinese Banking Corp	*
Barclays Bank Plc		Commonwealth Bank of Australia	*
Close Brothers Ltd		National Australia Bank	*
DBS Bank Ltd	*	Bank of Montreal	*
Goldman Sachs Inv Bank	*	Toronto-Dominion Bank	*
HSBC Bank	*	Landesbank Hessen-Thuringen	*
Lloyds Bank	*	Canadian Imperial Bank of Commerce	
National Westminster	*		
Nationwide BS	*	<b>Sterling CNAV Money Market Funds</b>	
Santander UK	*	Goldman Sachs	
Standard Chartered Bank		Deutsche MMF	
Australia & NZ Bank	*	Invesco Aim	*
Svenska Handelsbanken	*	Federated Prime Rate	*
Nordea Bank	*	JP Morgan	*
Rabobank	*	Insight	*
United Overseas Bank	*	Standard Life	*
OP Corporate Bank	*	LGIM	*
<b>Other Counterparties</b>			
Debt Management Office		Other Local Authorities	*
CCLA Property Fund	*	(10 used – Total £53.5m)	

SCC has continuously monitored counterparties, and all ratings of proposed counterparties have been subject to verification on the day, immediately prior to investment. Other indicators taken into account have been:

- Credit Default Swaps and Government Bond Spreads.
- GDP and Net Debt as a Percentage of GDP for sovereign countries.
- Likelihood and strength of Parental Support.
- Banking resolution mechanisms for the restructure of failing financial institutions i.e. bail-in.
- Share Price.
- Market information on corporate developments and market sentiment towards the counterparties and sovereigns.

### **Counterparty Update**

There were a few credit rating changes during the quarter. The significant change was the downgrade by Moody's to the UK sovereign rating in September from Aa1 to Aa2. Moody's downgraded Standard Chartered Bank's long-term rating to A1 from Aa3. They affirmed Royal Bank of Scotland's and NatWest's long-term ratings at Baa1, placed Lloyds Bank's A1 rating on review for upgrade, and revised the outlook of Santander UK plc and Nationwide Building Society from negative to stable. Moody's also downgraded long-term ratings of the major Canadian banks on the expectation of a more challenging operating environment, and the ratings of the large Australian banks on its view of the rising risks from their exposure to the Australian housing market and the elevated proportion of lending to residential property investors.

In response, the Council reduced its' duration limits with Canadian Banks to 6-months from 13-months. Australian Banks already had a limit of 6-months.

S&P revised Nordea Bank's outlook to stable from negative, whilst affirming their long-term rating at AA-.

Ring-fencing, which requires the larger UK banks to separate their core retail banking activity from the rest of their business, is expected to be implemented within the next year. In response, the Council reduced the maximum duration of unsecured investments with Bank of Scotland, HSBC Bank and Lloyds Bank from 13-months to 6-months, as until banks' new structures are known, the different credit risks of the 'retail' and 'investment' banks cannot be known for certain.

UK bank credit default swaps continued their downward trend, reaching three-year lows by the end of June. Bank share prices have not moved in any particular pattern.

Standard Chartered Bank was re-introduced to the list in May as concerns over a volatile share price and a comparably elevated CDS level subsided, although no investments have been placed to date.

Maturities for new investments with financial institutions on the Council's list at 30<sup>th</sup> September are currently limited as follows :-

### **UK Institutions**

National Westminster Bank – **a maximum period of 35 Days;**  
Barclays Bank, Goldman Sachs International Bank, and Standard Chartered Bank -

**a maximum period of 100 days;**

Bank of Scotland, Close Brothers Ltd, HSBC Bank, Lloyds Bank, Nationwide Building Society, and Santander UK - **a maximum period of 6 months;**

**Non-UK Institutions**

Landesbank Hessen-Thuringen, OP Corporate Bank, and all Australian and Canadian Banks - **a maximum period of 6 months.**

Nordea Bank, Rabobank, Svenska Handelsbanken, DBS Bank, OCBC, and UOB - **a maximum period of 13 months.**

In order to diversify the portfolio, some deposits have been placed with UK Local Authorities. This allows for longer-dated maturities (up to 24-months at present) with excellent creditworthiness and an appropriate yield.

**Liquidity:** In keeping with the CLG guidance, the Council maintained a sufficient level of liquidity through the use of call accounts, Money Market Funds, and short-term deposits.

91 cash deposits totalling in excess of £448m were made during the first half of the year. SCC did not borrow short-term money during the first half of 2017-18.

**CCLA Property Fund:** In May, the Council placed a £10m investment in the CCLA Property Fund. This Fund has been in existence for more than 25 years and is only available to Local Authorities. It is an actively managed, diversified portfolio of UK Commercial Property with a stated investment objective “to provide investors with a high level of income and long-term capital appreciation”.

The decision to invest in the CCLA Property Fund was driven by 2 key factors. Firstly, by diversifying away from unsecured Bank deposits, it would help to mitigate the increased risk posed by unsecured bank bail-in, and secondly, to mitigate the risk of negative returns (real negative returns, or inflation adjusted returns) posed by the low interest rate environment.

A full risk assessment was undertaken, and identified the main risks as depreciation in market value (there is an instant drop in value due to the bid/offer spread), and loss of liquidity. These are both mitigated by treating the investment as a longer-term hold. By identifying a suitable level of longer-term investment with reference to core balances and reserves, liquidity will not be compromised, and potential dips in market value can be patiently sat out. Whilst planning for the downside, there is also the upside, that there will be capital appreciation. In the meantime, the current Property Fund yield of circa 4.4% to 4.5% net, if sustained, would be nearly 4% above current cash yields, and will provide an extra £400,000 of income per annum.

**Yield:** As at 30th September Comfund investment (including approximately £1.2m of outstanding Icelandic capital) stood at just under £220m averaging just under £220m for the year-to-date. The Comfund vehicle, which consists mainly of SCC Capital and Revenue Reserves, has an average return for the year-to-date of 0.60%, and has out-performed the benchmark by 0.35% as base rate has averaged 0.25% for the period. The weighted average maturity of the Comfund was 5.4

months, as some longer deposits were made where possible, but the majority of loans were kept to 6-months. The return of 0.60% is comfortably above the 6-month LIBID average of 0.32%, and was even above the 12-month LIBID average of 0.53%.

A total of over £660k has been earned in Comfund interest in the first six months of the year. Comfund administration charges received from investors total approximately £13k for the period.

Revenue interest (Ex-Property) has contributed a further £88k of income, with an average revenue balance (general working capital) of just under £34m, and an average return of 0.26%, 5 basis points above the average 3-month LIBID rate.

The combined return (Inc Property) for the period has been 0.65% on an average balance of £261m, or approximately £854k in monetary terms. This equates to a £1.45m per annum benefit of investing over the risk-free option, the Government Debt Management Office (DMO).

The combined return for the same period in 2016-17 was 0.78% on an average balance of £306m, or approximately £1.2m in monetary terms. The reduction in rates achieved follows the reduction in base rate. The reduction in average balances of £53m reflects reduced income and net outflows of capital balances and the passive borrowing strategy, i.e. using internal funds to finance spending, and borrowing money only when necessary. The investment in the CCLA Property Fund has added 10 basis points to average returns.

SCC continues to manage cash on behalf of other not-for-profit organisations including Exmoor National Park Authority (ENPA), and South West Councils (SWC) via service level agreements and the Comfund vehicle. These balances were approximately £9.3m at period-end.

A further amount, approximately £78m, is held by SCC as part of the South West Local Enterprise Partnership (LEP).

The table below highlights investment figures over the period: -

	<b>Balance 31-3- 2017 £m</b>	<b>Rate of Return at 31-3- 2017 %</b>	<b>Balance as at 30- 09-2017 £m</b>	<b>Rate of Return at 30-9- 2017 %</b>	<b>Average Balance 31-3 to 30-09 £m</b>	<b>Average Rate 31- 3 to 30- 09 %</b>
Short-Term Balances (Variable)	7.86	0.35	18.02	0.26	33.91	0.26
Comfund (Fixed)	211.31	0.69	219.72	0.54	220.02	0.60
CCLA Property Fund	0.00	0.00	10.00	4.41	6.72	4.41
<b>Total Lending</b>	<b>219.17</b>	<b>0.68</b>	<b>247.74</b>	<b>0.68</b>	<b>260.65</b>	<b>0.65</b>

### **Icelandic Investments Update**

The current position is this: -

**Landsbanki & Glitnir** – As reported in the end of 2016-17 Treasury Management Outturn Report, SCC has concluded any interest that it had with these two banks.

**Kaupthing, Singer & Friedlander** – The estimated range for total dividends was increased at the lower end in the Administrator's October 2016 report, and remains at 86p-86.5p in the pound.

A further dividend of £92,834.38 was received in May 2017. Future dividends will be paid subject to consultation with the Creditors' Committee, and when the level of distributable funds makes it cost effective to do so. A further dividend is expected before the end of 2017.

In total, as at 30th September 2017 £23,179,417.04 had been recovered. The shortfall of £1.82m from the original investment was written off back in 2008-09.

### **1.4 Compliance with Prudential Indicators**

The Council can confirm that it has complied with its Prudential Indicators for 2016-17. Those indicators agreed by Full Council and actual figures as at 30th September are included below:

	2017-18 £m	As at 30-09 £m
Authorised limit (borrowing only)	389	340
Operational boundary (borrowing only)	363	340
Upper limit on fixed interest rate exposure	100%	100%

Upper limit on variable interest rate exposure	30%	0%
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Maturity structure of borrowing	Upper Limit	Lower Limit	As at 30-09-17
Under 12 months	45%	15%	28.8%
>12 months and within 24 months	20%	0%	7.4%
>24 months and within 5 years	20%	0%	0.0%
>5 years and within 10 years	20%	5%	9.0%
>10 years and within 20 years	20%	5%	12.2%
>20 years and within 30 years	20%	0%	0.0%
>30 years and within 40 years	35%	5%	26.4%
>40 years and within 50 years	20%	5%	16.2%
50 years and above	5%	0%	0.0%

	2017-18 £m	As at 30-09 £m
Prudential Limit for principal sums invested for periods longer than 364 days	100	40

## 1.5 Outlook for Quarters 3 & 4

The UK economy faces a challenging outlook as the minority government continues to negotiate the country's exit from the European Union. Both consumer and business confidence remain subdued. Household consumption growth, the driver of UK GDP growth, has softened following a contraction in real wages. Savings rates are at an all-time low and real earnings growth struggles in the face of higher inflation.

The Bank of England's Monetary Policy Committee has changed its rhetoric, implying a rise in Bank Rate, saying "some withdrawal of monetary stimulus is likely to be appropriate over the coming months". Whilst some remain unconvinced that the UK's economic outlook justifies such a move, the MPC seems to have shifted its' interpretation of the data.

The base rate was duly raised on 2nd November, by 0.25% to 0.5%, the first rate rise for 10 years. All members agreed that any future increases in Bank Rate would be expected to be at a gradual pace and to a limited extent. The central case is for gilt yields to remain broadly stable in the medium term.



A table of forecast rates to September 2020 is shown below.

	Dec 17	Mar 18	Jun 18	Sep 18	Dec 18	Mar 19
Upside Risk	0.00	0.00	0.00	0.25	0.25	0.25
Base Rate	0.50	0.50	0.50	0.50	0.50	0.50
Downside Risk	0.00	0.00	0.00	0.00	0.00	-0.25

	Jun 19	Sep 19	Dec 19	Mar 20	Jun 20	Sept 20
Upside Risk	0.25	0.25	0.50	0.50	0.50	0.50
Base Rate	0.50	0.50	0.50	0.50	0.50	0.50
Downside Risk	-0.25	-0.25	-0.25	-0.25	-0.25	-0.25

## Regulatory Updates

**MiFID II:** Local authorities are currently treated by regulated financial services firms as professional clients who can “opt down” to be treated as retail clients instead. But from 3rd January 2018, as a result of the second Markets in Financial Instruments Directive (MiFID II), local authorities will be treated as retail clients who can “opt up” to be professional clients, providing that they meet certain criteria. Regulated financial services firms include banks, brokers, advisers, fund managers and custodians, but only where they are selling, arranging, advising or managing designated investments. In order to opt up to professional, the Authority must have an investment balance of at least £10 million and the person(s) authorised to make investment decisions on behalf of the Authority must have at least one year’s relevant professional experience. In addition, the firm must assess that personnel have the expertise, experience and knowledge to make investment decisions and understand the risks involved.

The main additional protection for retail clients is a duty on the firm to ensure that the investment is “suitable” for the client. However, local authorities are not protected by the Financial Services Compensation Scheme nor are they eligible to complain to the Financial Ombudsman Service whether they are retail or professional clients. It is also likely that retail clients will face an increased cost and potentially restricted access to certain products including money market funds, pooled funds, treasury bills, bonds, shares and to financial advice.

The Council meets the conditions to opt up to professional status and intends to do so in order to maintain their current MiFID status.

**CIPFA Consultation on Prudential and Treasury Management Codes:** In February 2017 CIPFA canvassed views on the relevance, adoption and practical application of the Treasury Management and Prudential Codes and after reviewing

responses launched a further consultation on changes to the codes in August with a deadline for responses of 30th September 2017. The proposed changes to the Prudential Code include the production of a new high-level Capital Strategy report which will cover the basics of the capital programme and treasury management. The prudential indicators for capital expenditure and the authorised borrowing limit would be included in this report but other indicators may be delegated to another committee. There are plans to drop certain prudential indicators, and to drop or alter some of the current treasury management indicators.

CIPFA intends to publish the two revised Codes towards the end of 2017 for implementation in 2018-19, although they plan to put transitional arrangements in place for reports that are required to be approved before the start of the 2018-19 financial year. It is understood that DCLG will be revising its Investment Guidance (and its MRP guidance) for local authorities in England.

## **1.6 Summary**

In compliance with the requirements of the CIPFA Code of Practice this report provides Councillors with a summary report of the treasury management activity during the first six months of 2017-18. As indicated in this report all treasury activity was conducted within the benchmarks set as Prudential limits for prudent and sustainable capital plans, financing, and investment. A risk-averse approach has been taken in relation to investment activity with priority being given to security and liquidity over yield.

Whilst the average duration of cash investments has been circa 5 months, the return of 0.55% (the approximate level of 12-month LIBID) has been achieved on average balances of £261m.

## **2. Options Considered - None**

## **3. Consultations Undertaken - None**

## **4. Financial, Legal, HR, and Risk Implications**

**4.1** The financial implications contained in this paper are included within the Medium Term Financial Plan (MTFP). Effective Treasury Management provides support to the range of business and service level objectives that together help to deliver the Somerset County Plan.

## **5. Other Implications - None**

## **6. Background papers**

**6.1** Treasury Management Strategy Statement and appendices.

[TMSS 2017-18](#)

[TMSS Appendix A 2017-18](#)

[TMSS Appendix B 2017-18](#)

[TMSS Appendix C 2017-18](#)

[TMSS Appendix D 2017-18](#)

## Appendix A

### Money Market Data and PWLB Rates

The average low and high rates correspond to the rates during the financial year-to-date, rather than those in the tables below.

Table 1: Bank Rate, Money Market Rates (LIBID Rates from BBA)

Date	Bank Rate	O/N LIBID	7-day LIBID	1-month LIBID	3-month LIBID	6-month LIBID	12-month LIBID	2-yr SWAP Bid	3-yr SWAP Bid	5-yr SWAP Bid
01/04/2017	0.25	0.10	0.11	0.13	0.21	0.36	0.59	0.62	0.70	0.85
30/04/2017	0.25	0.10	0.11	0.13	0.20	0.35	0.56	0.56	0.63	0.79
31/05/2017	0.25	0.10	0.11	0.13	0.17	0.32	0.51	0.52	0.60	0.76
30/06/2017	0.25	0.10	0.11	0.13	0.17	0.32	0.53	0.69	0.80	0.99
31/07/2017	0.25	0.10	0.11	0.13	0.16	0.30	0.50	0.60	0.70	0.89
31/08/2017	0.25	0.10	0.11	0.13	0.15	0.28	0.47	0.53	0.61	0.78
30/09/2017	0.25	0.10	0.11	0.13	0.21	0.37	0.60	0.81	0.92	1.09
<b>Average</b>	<b>0.25</b>	<b>0.10</b>	<b>0.11</b>	<b>0.13</b>	<b>0.18</b>	<b>0.32</b>	<b>0.53</b>	<b>0.58</b>	<b>0.67</b>	<b>0.83</b>
<b>Maximum</b>	<b>0.25</b>	<b>0.10</b>	<b>0.12</b>	<b>0.13</b>	<b>0.21</b>	<b>0.37</b>	<b>0.61</b>	<b>0.81</b>	<b>0.93</b>	<b>1.10</b>
<b>Minimum</b>	<b>0.25</b>	<b>0.09</b>	<b>0.11</b>	<b>0.12</b>	<b>0.15</b>	<b>0.27</b>	<b>0.46</b>	<b>0.44</b>	<b>0.49</b>	<b>0.63</b>
<b>Spread</b>	<b>0.00</b>	<b>0.01</b>	<b>0.01</b>	<b>0.01</b>	<b>0.06</b>	<b>0.10</b>	<b>0.15</b>	<b>0.37</b>	<b>0.44</b>	<b>0.47</b>

Table 2: PWLB Borrowing Rates – Fixed Rate, Maturity Loans

Change Date	Notice No	1 year	4½-5 yrs	9½-10 yrs	19½-20 yrs	29½-30 yrs	39½-40 yrs	49½-50 yrs
03/04/2017	129/17	1.05	1.45	2.13	2.77	2.78	2.61	2.57
28/04/2017	164/17	1.02	1.43	2.11	2.77	2.79	2.62	2.57
31/05/2017	205/17	1.05	1.57	2.03	2.69	2.71	2.55	2.50
30/06/2017	250/17	1.28	1.63	2.26	2.88	2.89	2.73	2.66
31/07/2017	292/17	1.18	1.54	2.22	2.86	2.88	2.72	2.67
31/08/2017	336/17	1.10	1.42	2.06	2.72	2.74	2.58	2.52
29/09/2017	378/17	1.34	1.79	2.38	2.94	2.95	2.78	2.72
<b>Low</b>		1.00	1.34	1.98	2.66	2.68	2.51	2.45
<b>Average</b>		1.14	1.50	2.15	2.79	2.81	2.65	2.59
<b>High</b>		1.36	1.82	2.42	2.98	2.99	2.84	2.77
<b>Spread</b>		0.36	0.48	0.44	0.32	0.31	0.33	0.32

Table 3: PWLB Borrowing Rates – Fixed Rate, Equal Instalment of Principal (EIP) Loans

Change Date	Notice No	4½-5 yrs	9½-10 yrs	19½-20 yrs	29½-30 yrs	39½-40 yrs	49½-50 yrs
03/04/2017	129/17	1.18	1.49	2.16	2.57	2.77	2.82
28/04/2017	164/17	1.15	1.47	2.14	2.57	2.78	2.83
31/05/2017	205/17	1.13	1.40	2.05	2.48	2.69	2.74
30/06/2017	250/17	1.39	1.66	2.29	2.69	2.89	2.93
31/07/2017	292/17	1.28	1.58	2.25	2.67	2.86	2.92
31/08/2017	336/17	1.19	1.46	2.08	2.52	2.73	2.78
29/09/2017	378/17	1.51	1.82	2.41	2.77	2.95	2.98
	<b>Low</b>	1.12	1.37	2.01	2.45	2.66	2.72
	<b>Average</b>	1.25	1.53	2.17	2.59	2.80	2.85
	<b>High</b>	1.54	1.86	2.45	2.81	2.99	3.03
	<b>Spread</b>	0.42	0.49	0.44	0.36	0.33	0.31

## **Disclosures and Barring Service DBS**

Cabinet Member: David Fothergill

Division and Local Member: All

Lead Officer: Julian Gale, Strategic Manager, Governance & Risk & Monitoring Officer

Author: Honor Clarke, County Solicitor

Contact Details: 01823 355022

### **1. Summary/link to the County Plan**

- 1.1. The Disclosure and Barring Service (DBS) helps prevent unsuitable people from working with vulnerable groups, including children. It replaces the Criminal Records Bureau (CRB) and Independent Safeguarding Authority (ISA).
- 1.2. At the meeting of the County Council in July 2015 the Council accepted the recommendation of the Standards Committee that all members whose duties bring them into contact with young children or vulnerable adults should have DBS checks. This included: the relevant Cabinet members; members of the Scrutiny Committees for Children and Families and/or Adults and Health; members of the Adoption and Foster Panels; any member who partakes in a visit to a Children's home and whose Corporate Parenting responsibilities involve interaction with children; and members appointed to Panels or working groups relating to education or adult social care services.

In addition all other members were advised and invited to have DBS checks.

This policy was based on an assessment of the legislative requirements.

- 1.3. The Constitution and Standards Committee in October 2017 requested that the Monitoring Officer present a report to Council to revisit the policy with a view to requiring all members to be DBS checked. It feels timely to revisit the policy given the continuing emphasis on safeguarding and an assessment of DBS policies of other councils in relation to members.

### **2. Recommendations**

- 2.1. **That the Committee recommends the Council that the existing policy be extended to provide from today: :**

- (a) **An extension of the current mandatory requirement to have Enhanced DBS checks without barred list checks to: all Cabinet members; Junior Cabinet Members; members of the Adult and Children & Families Scrutiny Committees; members of the Adoption and Foster Panels; members of the Corporate Parents Board; and Members appointed to Panels or working groups relating to education or adult social care services.**

- (b) That all other members and co-opted members are required to undergo a Basic DBS check.
- (c) That DBS checks required under (a) and (b) above will be carried out by the Council immediately following each Council election to ensure that such checks are renewed on a quadrennial basis.
- (d) That the Monitoring Officer maintains a register of approved applications.

2.2. Council is asked to note that if the amended policy set out in paragraph 2.1 above is agreed, then any member who refuses a DBS check under this policy will be in breach of the Members' Code of Conduct for failure to comply with Council policy and will be subject to a potential range of sanctions which can be imposed in these circumstances.

2.3. The recommendation at 2.1 is based on our interpretation of the legislative requirements, some initial advice from the DBS service, emerging approaches of other councils and an assessment of the risks associated with the options identified and explored. Further clarification has been sought from the DBS service on the legal position and in particular the interpretation that applies to the Enhanced DBS requirement. At the time of publication of this report, this advice had not been received. We are hopeful that this advice will be received before the Council meeting and we therefore reserve the right to present amended recommendations on the day depending on the advice received.

### 3. Background

3.1. The DBS is a non-departmental public body, sponsored by the Home Office. It was formed in 2012 by the merger of the Criminal Records Bureau ("CRB") and the Independent Safeguarding Authority ("ISA") under the Protection of Freedoms Act 2012 which made changes to the arrangements for carrying out criminal records checks. The DBS provides access to criminal records and other relevant information for organisations in England and Wales and is also responsible for investigating safeguarding concerns and maintaining the barred lists for Children and Adults and the combined list (these are statutory lists containing details of people considered unsuitable to work with children and/or adults).

There are various level of checks that can be applied for –

1. Basic disclosure certificate - shows any 'unspent convictions' someone may have in the UK. A basic disclosure shows a conviction record at a point in time, so there is no set time that it lasts for. Individuals can apply and pay for a basic Disclosure themselves. This is not the same as a DBS Standard check
2. Standard disclosure certificate - checks for spent and unspent convictions, cautions, reprimands and final warnings.
3. Enhanced disclosure certificate, this includes the same as the standard check plus any additional information held by local police that's reasonably considered relevant to the role being applied for.

4. Enhanced disclosure certificate with barred list checks, this is like the enhanced check, but includes a check of the DBS barred lists. Under the legislation no elected member would qualify for this level of check.

3.2. Legislation in 2012 significantly amended definitions of regulated activities with children and adults which impacted on the legal position of DBS checks in relation to members. It is reasonable to say that the legislative requirements allow for a degree of interpretation and this has contributed to policy variations around the country. The position of elected members is not a standalone position listed in the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. However the level of check that can be carried out will depend on the role that is being carried out. The Police Act 1997 (Criminal Records) Regulations 2002 ( provides that provides that a member or co-optee will be undertaking regulated activity if they:

- (a) discharge, as a result of their membership, any education or social services functions of the Council;
- (b) are a Cabinet Member (the Cabinet discharges education and social services functions) (this can be further defined as 'decision makers');
- (c) are a Member of a committee of the Cabinet (there are currently no such committees); or
- (d) they are a Member of a committee of the Council which discharges education or social services functions. (NB In our opinion Scrutiny Committee and Corporate Parenting Board members do not obviously come within this definition as they do not discharge a (decision-making) function).

Members falling under the above definition require an Enhanced DBS check and our view in the light of current practice and advice is that only Cabinet members qualify for certain for an Enhanced check.

Members who do not carry out activities which fall within the above categories but in the normal course of their Council business attend community events, take surgeries or visit local residents in their own home where they have access to the general public including children, do not meet the legislative criteria for a Standard or Enhanced Check. However, a Basic Check from Disclosure Scotland can be requested (Disclosure Scotland is the part of the DBS which carries out basic checks regardless of where you live).

3.3. The challenge with the legislation is the interpretation of the term 'discharge any education or social services functions'. Some authorities have interpreted this as meaning **all** members of a local authority which has corporate parent responsibilities. At the other end of the spectrum the interpretation is that this means the lead decision makers as in the cabinet. Our current policy is based on a wider interpretation which makes it a requirement that any members whose duties are likely to bring them into contact with young children or vulnerable adults in an unsupervised capacity are required by the Council to have DBS checks. Our approach has not been challenged by the DBS service.

### **3.4 Other points to note**

**3.4.1** DBS checks carried out by the Council are only relevant for members acting in their capacity as elected members. If members carry out roles outside of this capacity involving work with children or adults (for example, volunteering with the scout movement or in a children's centre), it is their responsibility to check with the relevant organisation regarding that organisation's own DBS checking requirements.

**3.4.2** In seeking to identify the appropriate options to propose to members in relation to the undertaking of DBS checks the practice amongst other comparable councils has been explored. Interestingly, the LGA does not have a policy position on this and there are a range of practices in councils. Most councils undertake Enhanced checks for those members with what they have interpreted as qualifying roles. A minority widen the policy out to all members with requirements that are a mix of Enhanced and Basic checks.

### **3.5 Options considered and conclusions**

**3.5.1** Given the different interpretations of the meaning of the legislation, we believe that there are options available to the Council in how this decision is taken forward based on an assessment of risk. These are set out below starting with the option that we consider is the closest match to the legislative requirements. The assessment of these options set out below has led to the officers' recommendation detailed in paragraph 2.1.

#### **3.5.2 Option 1- the closest match to the legal position**

This would provide for Enhanced DBS checks for the Cabinet members as the key decision makers and Basic checks for all other elected and co-opted members. Advantages:

- We consider this option to be the closest to meeting the legal definition and therefore should be the least likely to be challenged by the DBS
- It provides for all members and co-opted members to be required to undertake a check with the majority being subject to a Basic DBS check

Disadvantages:

- It doesn't provide for all of the groups of members who may have unsupervised access to vulnerable children and adults because of their roles on the Council to have Enhanced DBS checks.

#### **3.5.3 Option 2 – extension of the current policy**

The Council could retain its existing policy as set out in paragraph 1.2 but extended to add to the categories of members required to have an Enhanced DBS check with the remaining members being required to have a Basic check.



### Advantages:

- It replicates and then extends our existing policy in respect of Enhanced checks for those members with roles that mean they are most likely to have unsupervised contact with children and adults and includes all of the members who fall within the definition in the legislation as qualifying for Enhanced checks.
- It strengthens the requirements for other members by making checks mandatory rather than voluntary for all members.

### Disadvantages:

- Our interpretation is that this option potentially over provides (in the legal sense) for checks for a range of members who are serving on bodies involved in children's and adult's services – but not in a decision making capacity. Some Councils have been challenged by the DBS service for applying for checks to which the member is not entitled. However SCC has not been challenged to date and members may consider the risk of continuing with this approach is so minimal that it is worth pursuing as the recommended option.
- Individual Enhanced DBS applications have to be countersigned within the Council by a registered person confirming the member's entitlement to apply for the Enhanced disclosure certificate. To knowingly make a false statement is potentially a criminal offence hence the increased risk with this option going beyond the legal position. Given that we have not been challenged to date the risk of challenge for this reason seems unlikely.

#### **3.5.4** Other options explored by officers but not covered in detail in this paper include:

- leaving the existing policy unchanged - which would have the significant disadvantage of not making checks for all members mandatory
- making it mandatory for all members to have an Enhanced check. This is considered to be too far removed from the legislative requirements to be recommended as the risk of challenge would be significant.

#### **3.5.5** Any policy change should apply to checks requested and initiated from the date of today's decision.

### **3.6 Conclusions:**

#### **3.6.1** Unusually the officers are not recommending the option that is assessed to be the closest match to the legislative requirement. The reasons for recommending option 2 (the enhancement of our existing policy) is because we believe that it offers a greater level of protection to vulnerable adults and children within

Somerset and therefore provides the greatest level of assurance to the public. It does this by focusing on ensuring that Enhanced check requirements are focused on all of the members most likely to have access to vulnerable adults and children as a result of roles that they have been appointed to by the Council. It also covers the critical requirement to make it mandatory for all members to have a DBS check. The recommended option carries some risk of challenge by the DBS for applying for checks to which members are not entitled to but history suggests that the risk of such challenge is minimal.

- 3.6.2** In the event that a DBS check raises concerns then the response by the Council will be proportionate. If there is a suggestion of risk to children or adults then advice will be taken from the Council's safeguarding experts. One option is then to seek an external risk assessment before deciding next steps which could include a referral to the police for investigation through to a decision being taken to restrict the members' appointments on the Council and formal advice being given to, for example, the schools within the members' electoral division and other relevant agencies.
- 3.6.3** Whichever option is chosen by the Council, it is recommended that the policy makes it clear that the checks should be undertaken on at least a quadrennial basis and immediately following each election.

#### **4. Consultations undertaken**

- 4.1.** Information about the level of checks undertaken has been obtained from a number of authorities.
- 4.2.** This report has been brought forward following consultation on the principles with the Constitution and Standards Committee and with the support of the members of that Committee.
- 4.3.** The DBS service has been asked for advice. Initial advice was given and we are currently awaiting clarification from the service on a key legal point.

#### **5. Implications**

##### **5.1. Financial:**

The cost of an Enhanced DBS is £44 and the Basic Disclosure is £25. The estimated cost of undertaking checks for all members and co-opted members is around £2000. The main part of this cost will be incurred on a quadrennial basis giving an annual cost of around £500. This cost should be capable of being met from within the Members' budget.

##### **5.2. Legal & Risk:**

In addition to the legislative requirements outlined above, it is relevant to note that requiring an Enhanced check is a substantial interference with a person's right to respect for private life under Article 8 of the European Convention on Human Rights.

Other legal points are covered throughout the report and are designed to provide the full legal context for the recommendations and decision.

The paper also describes the risks associated with the two main options put forward for decision. Either of the options set out in the paper put in place arrangements that will provide a level of assurance to Somerset residents that the Council is taking practical actions to reduce the risk of harm to vulnerable young people and adults. To have no or inadequate arrangements in place would not enable the Council to give such assurance in relation to the protection of individuals this could harm the Council's reputation. However, it is worth reflecting that even if the policy is amended in accordance with the recommendations then DBS checks only give an assurance at a point in time and in relation to previous behaviour. They provide no guarantee of future behaviour.

- 5.3. Equalities, sustainability and community safety implications:** There are no direct equalities implications arising from any of the proposals in this report. There are also no sustainability or community safety implications.

## **6. Background papers**

- 6.1.** None

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## Somerset County Council

## County Council

– 29 November 2017

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**Report of the HR Policy Committee**

Cabinet Member: Cllr Anna Groskop, Cabinet Member for HR, Health &amp; Transformation

Lead Officer: Chris Squire, HR&amp;OD Director

Author: Vicky Hayter, Strategic Manager HR Business Relations

Contact Details: 01823 359858

**1. Summary****1.1. The Committee considered:**

- (1) The current position for pay negotiations in Somerset for 2018/19; and
- (2) The referral from the Full Council meeting on the 19<sup>th</sup> July 2017, of a requisitioned item proposed by Cllr Jane Lock and seconded by Cllr Simon Coles. The item was as follows:

**1. Staff Pay Award**

This Council welcomes the Government's possible relaxation of the Public Sector Pay Cap for nurses and police officers. Devon and Somerset Fire and Rescue Service are considering a breach of the cap and increasing the pay of fire fighters by 2%.

It is time Somerset County Council stopped taking its' staff for granted and did the same. Of course it should be funded by central government but failing that we believe it is essential to address the pay freeze and the 1% pay rises of recent years, which in real terms has been a pay cut for our loyal and hardworking staff.

I **propose** this Council tasks the HR Policy Committee with reviewing the level of staff pay awards and reports back to the November Council meeting.

- 1.2.** Appropriate pay provisions for staff are fundamental to the delivery of the Council's objectives and services as set out in the County Plan.

**2. Recommendations**

- 2.1. Council is asked to note that the Committee shares the concerns about the impact of the pay freeze followed by low pay rises for local authority staff. However, the Committee is clear that the national pay bargaining mechanism is still relevant for Somerset and has not made any recommendations for changes to the current pay determination arrangements.**

**3. Background****3.1. Officer Pay**

The Council operates a 17 grade pay structure (see Appendix A). Each grade from 17 up to 9 contains a number of pay increments. Grades 8 and upwards,

contain a single pay point per grade. The Pay and Grading structure incorporates National Pay Points up to spinal column point 44 and locally determined pay points above.

National Joint Council for Local Government Services (Green Book) pay, terms and conditions apply to posts on Grades 17 to 4 inclusive. Annual pay awards are determined by national agreement. The National Joint Council consists of the Trade Unions (Unison, Unite and GMB) representing the Employee side and the Local Government Association representing the Employer side.

The Council does not operate a performance-related pay scheme for any staff, but does have a performance related appraisal scheme, including behaviours and competency assessment. The Council does not pay a bonus to any Council employee.

In November 2012, HR Policy Committee resolved for grades 5 – 8 (and now including G4) to agree spot salaries; a reduction in pay protection from 3 years to 1; and not to apply the sick pay scheme for the first 3 months of employment. There was no agreement to withdraw from national pay bargaining, although this was discussed.

### **3.2. Senior Leadership Team Pay**

The Chief Executive and Senior Leadership Team are paid on Grades 1 – 3. Each of the Grades 1 – 3 has a spot salary and no incremental progression.

In January 2012 HR Policy Committee moved the Chief Executive and Senior Leadership Team on to new contracts which included withdrawing from the national pay and bargaining machinery (NJC) for Chief Officers. There was also a reduction in entitlement to sick pay. Specifically the half pay was reduced by half so 1 month in years one and two, two months in years three and four and three months from year five onwards. The change was effective from 1 April 2012.

### **3.3. Governance**

The HR Policy Committee has responsibility for deciding and implementing annual pay awards for the Chief Executive and Senior Leadership Team and, where it is agreed that an award is made, the revised scales are included for information in the next annual review of the Pay Policy Statement.

The Committee also has responsibility for reviewing, on at least an annual basis, the pay and grading structure of the Council (including the Chief Executive and senior Leadership Team grades and salaries) and making recommendations for any changes considered necessary to Full Council by way of a revised PPS.

### **3.4. Recent consultations**

In June 2017 the Trade Union side of the National Joint Council made a pay claim for the 2018-19 year to the Local Government Association (Employers side). The claim was for 'the deletion of NJC pay points SCP 6-9 to reach the Foundation Living Wage of £8.45 (UK) and £9.75 (London) and a 5% increase on all NJC pay points'. The debate continues in respect of an appropriate settlement. 5% is not seen as affordable by the Employer side.

The Local Government News bulletin released on 22<sup>nd</sup> August 2017 stated: 'The National Living Wage presents challenges to councils' pay bills and grading

structures over coming years. Regional consultation meetings to inform the employer position on the Local Government Services pay negotiations have been completed, and further discussions will take place within the employers' side National Joint Council. It is likely an offer will be made to the unions in the autumn'.

### **3.5. Pay Spine Review**

The Pay Spine (Appendix A) is being reviewed because it will not be fit for purpose once the National Living Wage reaches the £9 per hour mark in April 2019. Work is underway to manage the bottom points that will be below this level and the differentials throughout the spine that recognise the differing levels of responsibility that employees work at. Somerset is represented on the national group run by the Local Government Association.

Councils need to be mindful of any proposal to take action outside of the national pay bargaining arrangements in 2018. This is because the move to the new pay spine in 2019 is likely to be complex in order to protect the differentials. If the Somerset County Council pay spine points don't match the national picture, there will be significant work involved in formulating and agreeing a Somerset version.

### **3.6. Public Sector Pay 2018**

As mentioned by Cllr Lock, the government has mooted the idea that the 1% public sector pay cap may be scrapped from 2018. The negotiations in other parts of the Public Sector suggest that a higher than 1% across the board deal is possible. However, it is too early to tell whether the higher proportion will only be applied to the lower grades (as in the previous two years) or beyond.

## **4. Consultations undertaken**

- 4.1.** There have been no consultations locally in relation to pay matters. Consultations are currently at a national level. However, Unions consulted their members in the Spring prior to submitting their pay claim in June.

## **5. Implications**

- 5.1.** If Somerset County Council remains part of the national pay arrangements it benefits from the collective resource allocated to the process which takes into account the appropriate consultation requirements, legal considerations and financial modelling.
- 5.2.** There are significant implications involved in withdrawing from the national pay arrangements. The key considerations are dedicated resource to manage the negotiation process; legal considerations related to the decision making; the balance of pay versus jobs within the budget i.e. more jobs at lower pay or less jobs at higher pay.

## **6. Meetings of the Committee (for information)**

### **6.1. 18 September 2017**

Disclosure Policy

We discussed the report about the proposed Disclosure Policy and how it intends to consolidate the Council's current guidance and process in relation of the disclosure of criminal records. We heard that it was an appropriate time to consolidate current guidance and processes into a formal policy as the Disclosure and Barring Service will be commencing compliance inspections and The Committee agreed to accept the new Disclosure Policy.

## **6.2 13 November 2017**

The Local Government Pension Scheme Regulations 2013 and the Local Government Pension Scheme (LGPS) (Transitional Provisions and Savings) Regulations 2014

We received a report and discussed its content with the Strategic Manager for HR Admin and Payroll Services Manager.

The Committee heard that Policy aims to limit the cost of the LGPS to the Employer, where it has the discretion to do so, whilst giving the scheme members some flexibility. The Committee agreed to approve the revised Discretions Policy.

## **7. Background Papers**

### **7.1** Agenda and papers for the HR Policy Committee meetings on 18 September 2017 and 13 November 2017.

**Note** For sight of individual background papers please contact the report author



**HR & OD SERVICE**

**Pay and Grading Structure with effect from 1 April 2017**

SCP	Grade		Salary 01/04/17	
6	17		15,014	
7		16	15,115	
8		16	15,246	
9	15		15,375	
10	15		15,613	
11	15		15,807	
12	15		16,123	
13	15	14	16,491	
14		14	16,781	
15		14	17,072	
16		14	17,419	
17	13	14	17,772	
18	13		18,070	
19	13		18,746	
20	13		19,430	
21	13		20,138	
22		12	20,661	
23		12	21,268	
24		12	21,962	
25		12	22,658	
26		12	23,398	
27	11		24,174	
28	11		24,964	
29	11		25,951	
30	11		26,822	
31	11		27,668	
32		10	28,485	
33		10	29,323	
34		10	30,153	
35		10	30,785	
36		10	31,601	
37	9	10	32,486	
38	9		33,437	
39	9		34,538	
40	9		35,444	
41	9	8	36,379	
42		8	37,306	
43		8	38,237	
44		8	39,177	SCC Spot Point
45	7	8	40,164	
46	7		41,154	
47	7		42,195	
48	7		43,443	
49	7		44,328	SCC Spot Point
50	7		45,438	
51		6	46,569	
52		6	47,739	
53		6	48,921	
54		6	50,154	
55		6	51,405	
56		6	52,689	SCC Spot Point
		5	65,721	SCC Spot Point
		4	74,409	SCC Spot Point

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**Requisitioned Items**

Cabinet Member: All

Division and Local Member: All

Lead Officer: Julian Gale - Strategic Manager, Governance & Risk

Author: Julian Gale, Strategic Manager - Governance & Risk

Contact Details: (01823) 359047

**1. National Joint Council Pay to Councils**

- 1.1** The following requisitioned item will be proposed by Cllr Leigh Redman and seconded by Cllr Liz Leyshon:

Somerset County Council notes that:

- For most workers in local government and schools, pay and conditions are determined by the National Joint Council (NJC) for government services.
- On average, across the country, NJC basic pay has fallen by 21% in real terms since 2010
- NJC workers had a three-year pay freeze from 2010-2012 and have received only 1% annually since then
- NJC pay is the lowest in the public sector
- Job evaluated pay structures are being squeezed and distorted by bottom-loaded NJC pay settlements needed to reflect the increased National Living Wage
- The likelihood of rising inflation following the vote to leave the European union will worsen the current public sector pay inequality.

This council supports the NJC pay claim for 2018, submitted by UNISON, GMB and Unite on behalf of council and school workers and calls for the immediate end of public sector pay restraint. NJC pay cannot be allowed to fall further behind other parts of the public sector.

This council also welcomes the joint review of the NJC pay spine to remedy the turbulence caused by bottom-loaded pay settlements.

Council also notes the drastic ongoing cuts to local government funding and calls on the Government to provide additional funding to fund a decent pay rise for NJC employees and the pay spine review.

## 1.2 Somerset County Council therefore resolves to:

- Write to the LGA to make urgent representations to Government to fund the NJC claim and the pay spine review;
- Write to the Prime Minister and Chancellor supporting the NJC pay claim and seeking the additional resources needed to fund a decent pay rise and the pay spine review;
- Meet with local NJC union representatives to convey support for the pay claim and the pay spine review.

## 2. Mental Health Challenge Pledge

### 2.1 The following requisitioned item will be proposed by Cllr Christine Lawrence and seconded by Cllr Leigh Redman:

The **Mental Health Challenge** recognises that Local authorities have a key role in improving mental health in their communities.

The independent Mental Health Taskforce published its Five Year Forward View in February 2016, which set out the current state of mental health service provision in England. The taskforce calls for all local councils to have a member champion for mental health. This 'leadership by example' role is critical to raise the profile of mental health in a local area. The intention is to take a proactive approach and promote positive mental health across the local area.

As one of the first steps to implementing the new County Vision for Somerset, the Council is keen to appoint two member champions for mental health

This is in line with the Mental Health Challenge set by The Centre for Mental Health, The Mental Health Foundation, The Mental Health Providers Forum, Mind, Rethink Mental Illness, Royal College of Psychiatrists and YoungMinds. The Challenge asks authorities to commit to promoting mental health across their business and in return will provide support and networking for authorities and councillors.

This Council notes that:

- 1 in 4 Somerset residents will experience a mental health problem in any given year
- The World Health Organisation predicts that depression will be the second most common health condition worldwide by 2020
- Unemployment is one of the most important factors affecting individual wellbeing regardless of age, gender, level of education, ethnicity or part of the country you live
- Mental ill health currently represents 23% of the total burden of ill health in the UK and is the largest single cause of disability

- Half of all adult mental health problems have developed by the age of 14 years
- People with a severe mental illness die up to 20 years younger than their peers in the UK
- Positive mental health is essential for our quality of life. It is important for thriving communities, for economic productivity and for personal relationships

This Council believes:

- As a local authority we have a crucial role to play in improving the mental health of everyone in our community and tackling some of the widest and most entrenched inequalities in health
- Mental health should be a priority across all the local authority's areas of responsibility, including housing, community safety and planning
- All councillors, whether members of the Cabinet or Scrutiny and in our community and casework roles, can play a positive role in championing mental health on an individual and strategic basis

2.2 This Council resolves:

- To sign the Local Authorities' Mental Health Challenge run by Centre for Mental Health, Mental Health Foundation, Approved Mental Health Professional Forum, Mind, Rethink Mental Illness, Royal College of Psychiatrists and YoungMinds.
- To commit to appoint two elected members as 'mental health champions' across the Council; one to focus on adult mental health and one to focus on children and young people in Somerset.
- To delegate authority to the Somerset Health and Wellbeing Board to appoint the mental health champions referred to above.
- To identify a member of the Public Health staff (Louise Finnis) within the council to act as a 'Lead Officer' to support the Mental Health Champions
- To ensure the Health and Wellbeing Board receives updates from the Champions, at least annually

The Council will also:

- Support positive mental health in our community, including in local schools, neighbourhoods and workplaces
- Work to reduce inequalities in mental health in our community

- Work with local partners to offer effective support for people with mental health needs
- Tackle discrimination on the grounds of mental health in our community
- Proactively listen to people of all ages and backgrounds about what they need for better mental health

Somerset County Council

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Report of the Leader and Cabinet – Items for Information

Cabinet Member: Cllr David Fothergill – Leader of Council

Division and Local Member: All

Lead Officer: Scott Wooldridge - Service Manager, Community Governance

Author: Scott Wooldridge - Service Manager, Community Governance

Contact Details: 01823 356748

## **1. Summary**

- 1.1. This report covers key decisions taken by the Leader, Cabinet Members and officers between 8 July 2017 and 15 November 2017, together with the items of business discussed at the Cabinet meetings on 16 August 2017, 27 September 2017, 18 October 2017, and 15 November 2017 (attached as Appendix A to this report). The Leader and Cabinet Members may also wish to raise other issues at the County Council meeting.

## **2. Details of decisions**

- 2.1. Agenda and papers for the Cabinet meetings on 16 August 2017, 27 September 2017, 18 October 2017, and 15 November 2017 are published within the Cabinet webpages on the Council's website. Individual Leader, Cabinet Member and Officer key decision records and related reports are also published within the Cabinet webpages on the Council's website.

<b>LEADER OF COUNCIL (Customers and Communities) – Cllr David Fothergill</b>		
<b>Item</b>	<b>Date of Meeting</b>	<b>Summary of Decision</b>
<b>County Vision 2017-2021</b>	15 November 2017 by Cabinet	<p>SUMMARY OF DECISION: Somerset County Council is setting out a new collaborative and high-level Vision to provide strategic direction to deliver the best quality of life we can to our residents. The Vision summaries three key approaches for our residents; to have ambition; to have confidence; to improve outcomes. This can only be achieved by close working with our partners, from Police, Fire and Health, through the Voluntary and Community sectors, and finally with our residents, businesses and communities. Our aim is to deliver the best outcomes we can – and to be a County our residents are proud of.</p> <p>Cabinet endorsed the proposed approach, noting the further consultation before the final Vision is brought to Cabinet and Full Council in February 2018.</p> <p>ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report</p> <p>REASON FOR DECISION: As set out in the officer report</p>

<b>RESOURCES AND ECONOMIC DEVELOPMENT – Cllr David Hall</b>		
<b>Item</b>	<b>Date of Meeting</b>	<b>Summary of Decision</b>
<b>Quarter 2 Capital Budget Update</b>	15 November 2017 by Cabinet	<p>SUMMARY OF DECISION: This report outlined the Council's Capital Investment Programme position for the second quarter of the 2017/18 financial year and the management actions being taken.</p> <p>ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report</p> <p>REASON FOR DECISION: As set out in the officer report</p>
<b>Quarter 2 Revenue Budget Update</b>	15 November 2017 by Cabinet	<p>SUMMARY OF DECISION: The purpose of this report was to update members on the current Revenue Budget outturn position for the 2017/18 financial year based on the end of September (Month 6) and the management actions being taken. The Cabinet</p>



**RESOURCES AND ECONOMIC DEVELOPMENT – Cllr David Hall**

Item	Date of Meeting	Summary of Decision
		<p>authorised the Chief Executive and Section 151 Officer to take all necessary actions to reduce the projected outturn.</p> <p>ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report</p> <p>REASON FOR DECISION: As set out in the officer report</p>
<b>Medium Term Financial Plan 2018/19 – proposed capital and revenue savings</b>	15 November 2017 by Cabinet	<p>SUMMARY OF DECISION: This report updated members on the progress made and the timetable for agreeing the MTFP for 2018/19 and subsequent years. It covered both revenue and capital expenditure and alerts members to the risks and uncertainties in our funding streams at present. It also updated members on when we are likely to know with more certainty what funds will be available to help balance our MTFP for next year and beyond.</p> <p>Cabinet noted the update and that the MTFP proposals would be considered by Scrutiny in January 2018 ahead of approval by Cabinet and Full Council in February 2018.</p> <p>ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report</p> <p>REASON FOR DECISION: As set out in the officer report</p>
<b>Somerset Waste Partnership Draft Business Plan 2018 – 2023</b>	15 November 2017 by Cabinet	<p>SUMMARY OF DECISION: This report sought a decision from the Cabinet on the Somerset Waste Partnership’s Draft Business Plan 2018-2023. The plan provides a framework within which the Somerset Waste Board can make decisions and steer the delivery of waste partnership services.</p> <p>Cabinet approved the draft Business Plan noting that the final version will be considered by the Waste Board in December 2017.</p> <p>ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report</p> <p>REASON FOR DECISION: As set out in the officer report</p>

<b>RESOURCES AND ECONOMIC DEVELOPMENT – Cllr David Hall</b>		
<b>Item</b>	<b>Date of Meeting</b>	<b>Summary of Decision</b>
<b>Wells Technology Enterprise Centre (WTEC) Land Acquisition</b>	13 November by the Director of Commissioning and Lead Commissioner for Economic and Community Infrastructure and the Commercial and Business Services Director in consultation with the Cabinet Member for Business, Inward Investment and Policy	<p><b>SUMMARY OF DECISION:</b> Decision to authorise the acquisition of the land (plot 5 at Cathedral Park) in Wells, and to allocate the funds from the Business Growth Fund to purchase and cover additional associated costs, so the development of the WTEC can progress.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report</p> <p><b>REASON FOR DECISION:</b> As set out in the officer report</p>
<b>Wells Technology Enterprise Centre (WTEC) – Approval to start a procurement process for a suitable contractor for the development, approval to accept ERDF and LEP funding, and approval to sign the subsequent terms and conditions of funding agreements</b>	9 November by The Director of Commissioning and Lead Commissioner for Economic and Community Infrastructure	<p><b>SUMMARY OF DECISION:</b> Decision to accept the ERDF and LEP funding and to sign the respective grant funding agreements. Decision to authorise the start of the procurement process to find a suitable supplier to deliver the WTEC.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report</p> <p><b>REASON FOR DECISION:</b> As set out in the officer report</p>

<b>RESOURCES AND ECONOMIC DEVELOPMENT – Cllr David Hall</b>		
<b>Item</b>	<b>Date of Meeting</b>	<b>Summary of Decision</b>
<b>Asset Rationalisation and Review of the Corporate Asset Management Plan</b>	8 November by the Commercial and Business Services Director	<p><b>SUMMARY OF DECISION:</b> This decision report set out principles for a refreshed approach towards assets and disposals, which will be reflected in a new Corporate Asset Management Plan for the County Council.</p> <p>It was noted that the new Corporate Asset Management Plan would be subject to approval by the Full Council in due course.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report</p> <p><b>REASON FOR DECISION:</b> As set out in the officer report</p>
<b>Wiveliscombe Enterprise Centre (WEC) – Approval to start a procurement process for a suitable contractor for the development, approval to accept ERDF and LEP funding, and approval to sign the subsequent terms and conditions of funding agreements</b>	19 October by The Director of Commissioning and Lead Commissioner for Economic and Community Infrastructure	<p><b>SUMMARY OF DECISION:</b> Decision to accept the ERDF and LEP funding and to sign the respective grant funding agreements. Decision to authorise the start of the procurement process to find a suitable supplier to deliver the WEC.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report</p> <p><b>REASON FOR DECISION:</b> As set out in the officer report</p>
<b>Disposal of County Farms and Woodland</b>	18 October by Cabinet Member for Resources and Economic Development	<p><b>SUMMARY OF DECISION:</b> To approve the disposal of the farms and land. All of the farms and land are surplus to the County Council's requirements and the disposals comply with the Asset Management Plan approved by Full Council.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report</p> <p><b>REASON FOR DECISION:</b> As set out in the officer report</p>

<b>RESOURCES AND ECONOMIC DEVELOPMENT – Cllr David Hall</b>		
<b>Item</b>	<b>Date of Meeting</b>	<b>Summary of Decision</b>
<b>To approve the inclusion of the Welsh Government in the existing SME Business Support for HPC Supply Chain &amp; Nuclear South West Inward Investment Expertise Cross-LEP Contract for which SCC is the accountable body</b>	17 October 2017 by Cabinet Member for Resources and Economic Development	<p><b>SUMMARY OF DECISION:</b> The Welsh Government recognises the significance and opportunities associated with the development of Hinkley Point C, to nuclear related SME's, in South Wales and has secured funding in order to contribute to the existing contract. The Welsh Government's funding contribution totals £500,000.00 for the remainder of the contract term (30 months - September 2017 to end of February 2020).</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report</p> <p><b>REASON FOR DECISION:</b> As set out in the officer report</p>
<b>Capital Investment Programme 2017/18 – Quarter 1</b>	27 September by Cabinet	<p><b>SUMMARY OF DECISION:</b> The Cabinet noted the Council's Capital Investment Programme position for the first quarter of the 2017/18 financial year.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report</p> <p><b>REASON FOR DECISION:</b> As set out in the officer report</p>
<b>Revenue Budget Monitoring 2017/18 – Month 4</b>	27 September by Cabinet	<p><b>SUMMARY OF DECISION:</b> The Cabinet noted the current Revenue Budget outturn position for the 2017/18 financial year based on the end of July (Month 4 and the management actions being undertaken).</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report</p> <p><b>REASON FOR DECISION:</b> As set out in the officer report</p>

**RESOURCES AND ECONOMIC DEVELOPMENT – Cllr David Hall**

<b>Item</b>	<b>Date of Meeting</b>	<b>Summary of Decision</b>
<b>Hinkley C Corridor Improvement Scheme Programme</b>	29 August 2017 by Cabinet Member for Resources and Economic Development	<p>SUMMARY OF DECISION: The Corridor Improvement Schemes is a proposed package of road safety and walking and cycling improvements to be implemented by Somerset County Council to mitigate the impact of the Hinkley Point C (HPC) development. The Corridor Improvement Schemes are clustered in Bridgwater and its environs and are designed to address the impacts of HPC construction traffic primarily along the HGV corridors. The design process for the Corridor Improvement Schemes has largely been concluded, and authority is being sought for a delivery programme.</p> <p>ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report</p> <p>REASON FOR DECISION: As set out in the officer report</p>
<b>Somerset Energy Innovation Centre (Phases 2 and 3)</b>	11 July by the Director of Finance and Performance and the Lead Director for Economic and Community Infrastructure & Director of Commissioning	<p>SUMMARY OF DECISION: This Decision report sought authorisation to: Accept the offer of HotSW LEP Growth Deal funding for SEIC phase 2; Delegate to the Strategic Manager, Finance Governance the authority to certify SCC's Growth Deal payment claims to HotSW LEP</p> <p>ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report</p> <p>REASON FOR DECISION: As set out in the officer report</p>
<b>Disposal of Property at Northgate, Bridgwater</b>	10 July 2017 by Cabinet Member for Resources and Economic Development	<p>SUMMARY OF DECISION: Disposal of property at Northgate, Bridgwater</p> <p>ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report</p> <p>REASON FOR DECISION: As set out in the officer report</p>

<b>RESOURCES AND ECONOMIC DEVELOPMENT – Cllr David Hall</b>		
<b>Item</b>	<b>Date of Meeting</b>	<b>Summary of Decision</b>
<b>Development of the Medium Term Financial Plan 2018/19</b>	10 July 2017 by Cabinet	<p>SUMMARY OF DECISION: This report introduced the development of the Medium Term Financial Planning (MTFP) cycle for the period 2018/19 to 2021/22. The core function of the MTFP is to forecast the Council's finances in detail and ensure that the Council's priorities outlined in the County Plan can be delivered. This involves the Council considering its financial position for the following four financial years, to develop a strategy that will deliver financial stability in the medium to long term.</p> <p>ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report</p> <p>REASON FOR DECISION: As set out in the officer report</p>
<b>Revenue Budget Monitoring End of May 2017/18</b>	10 July 2017 by Cabinet	<p>SUMMARY OF DECISION: The report provided the first indication of the year regarding the potential Revenue Budget outturn position for the 2017/18 financial year.</p> <p>ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report</p> <p>REASON FOR DECISION: As set out in the officer report</p>
<b>Treasury Management End of Year Report 2016-17</b>	10 July 2017 by Cabinet	<p>SUMMARY OF DECISION: The Annual Treasury Management Outturn Report is a requirement of the CIPFA Treasury Management Code and covers the Treasury Management activity for 2016-17.</p> <p>ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report</p> <p>REASON FOR DECISION: As set out in the officer report</p>
<b>Somerset Energy and Innovation Centre – Appointing a Construction Company</b>	10 July 2017 by Cabinet	<p>SUMMARY OF DECISION: This decision appointed the construction works contractor to deliver SEIC 2 and develop the design of SEIC 3 to RIBA Stage 3 to enable SCC to bid for and secure the full funding package to deliver this stage of the project.</p> <p>ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report</p> <p>REASON FOR DECISION: As set out in the officer report</p>

<b>HIGHWAYS AND TRANSPORT – Cllr John Woodman</b>		
<b>Item</b>	<b>Date of Meeting</b>	<b>Summary of Decision</b>
<b>Updated policy in respect of the introduction of Residents Parking Schemes</b>	23 October by the Cabinet Member for Highways and Transport	<p><b>SUMMARY OF DECISION:</b> This decision revised the current policy for the introduction of resident parking schemes. The new policy introduces a simpler approach for residents to request that parking restrictions are considered or revised, without the previous requirement to appoint a local scheme champion who was expected to undertake complex and potentially contentious consultation with residents in the area.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report.</p> <p><b>REASONS FOR DECISION:</b> As set out in the officer report.</p>
<b>Somerset Road Safety Strategy Update</b>	18 October by Cabinet	<p><b>SUMMARY OF DECISION:</b> The current Road Safety Strategy should be brought in line with best practice to underline Somerset County Council's commitment to ensuring the number and severity of road casualties is minimised on the county's roads. The public consultation will raise awareness of road safety activities and enable individuals, partners and interest groups to engage with the Council to refine the strategy and action plan.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report.</p> <p><b>REASONS FOR DECISION:</b> As set out in the officer report.</p>
<b>To award procurement contract for the replacement of tail-lift vehicles with low-floor buses and people carriers</b>	4 September by the Cabinet Member for Highways and Transport	<p><b>SUMMARY OF DECISION:</b> The replacement of minibuses with a wider range of more flexible vehicle types will be cost neutral in capital terms over the useful economic life of the vehicles, and will lead to marginal savings in depreciation costs within the revenue budget. The new vehicles improve the flexibility of the fleet to respond to the changing needs of services users, improving accessibility and extending provision and competition within the area of the market where we have few operators.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report.</p> <p><b>REASONS FOR DECISION:</b> As set out in the officer report.</p>

<b>HIGHWAYS AND TRANSPORT – Cllr John Woodman</b>		
<b>Item</b>	<b>Date of Meeting</b>	<b>Summary of Decision</b>
<b>Hinkley C Corridor Improvement Scheme</b>	29 August by the Cabinet Member for Highways and Transport	<p><b>SUMMARY OF DECISION:</b> The Corridor Improvement Schemes is a proposed package of road safety and walking and cycling improvements to be implemented by Somerset County Council to mitigate the impact of the Hinkley Point C (HPC) development. The Corridor Improvement Schemes are clustered in Bridgwater and its environs and are designed to address the impacts of HPC construction traffic primarily along the HGV corridors. The design process for the Corridor Improvement Schemes has largely been concluded, and authority is being sought for a delivery programme.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report.</p> <p><b>REASONS FOR DECISION:</b> As set out in the officer report.</p>
<b>Award of a contract for the provision of highway improvements at Yeovil Western Corridor</b>	16 August by Cabinet	<p><b>SUMMARY OF DECISION:</b> The Yeovil Western Corridor transport scheme has been developed over a number of years to accommodate planned growth in the surrounding area of Yeovil. It was selected to be funded as part of the Heart of the South West Local Transport Board Scheme Prioritisation Process subject to the submission of a successful business case. Cabinet agreed to award the contract.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report.</p> <p><b>REASONS FOR DECISION:</b> As set out in the officer report.</p>
<b>CHILDREN AND FAMILIES – Cllr Frances Nicholson</b>		
<b>Item</b>	<b>Date of Meeting</b>	<b>Summary of Decision</b>
<b>AdoptSW Regional Adoption Agency (RAA) virtual Adoption Pane</b>	3 November by the Cabinet Member for Children and Families	<p><b>SUMMARY OF DECISION:</b> This report summarised the proposal for Somerset County Council (SCC) Adoption Panel to operate as part of a virtual AdoptSW RAA Adoption Panel for a temporary period.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report.</p> <p><b>REASONS FOR DECISION:</b> As set out in the officer report.</p>



<b>HIGHWAYS AND TRANSPORT – Cllr John Woodman</b>		
<b>Item</b>	<b>Date of Meeting</b>	<b>Summary of Decision</b>
<b>Expansion of Norton Fitzwarren Primary School</b>	3 November by the Cabinet Member for Children and Families	<p><b>SUMMARY OF DECISION:</b> Current pupil forecasts suggest that pressure on school places at Norton Fitzwarren Church Primary School will be felt from September 2018. It is proposed to add a further 60 places at this academy to meet pupil growth within the catchment area.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report.</p> <p><b>REASONS FOR DECISION:</b> As set out in the officer report.</p>
<b>Proposed 14 Class Primary School at Nerrols Farm, Taunton</b>	18 October by Cabinet	<p><b>SUMMARY OF DECISION:</b> As a result of significant demographic growth and the initial phases of the housing development at Nerrols Farm in Taunton (Northwall Grange), a new 14 class primary school is required to meet the demand for additional places as there are insufficient existing school places in the area and existing schools cannot be expanded sufficiently to meet the demand. Cabinet approved the appointment of a contractor and to proceed with the delivery of a 14 class primary school at Nerrols Farm, Taunton for September 2019 at a gross maximum expenditure funded from existing approved Basic Need allocations and Section 106 contributions.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report.</p> <p><b>REASONS FOR DECISION:</b> As set out in the officer report.</p>
<b>Creation of a new Academy in Somerset</b>	12 October by the Cabinet Member for Children and Families	<p><b>SUMMARY OF DECISION:</b> The Secretary of State for Education has directed via an Academy Order, the conversion to Academy Status of one school: Ashill Primary School. This is a technical decision to facilitate decisions taken by the Secretary of State for Education.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report.</p> <p><b>REASONS FOR DECISION:</b> As set out in the officer report.</p>

<b>HIGHWAYS AND TRANSPORT – Cllr John Woodman</b>		
<b>Item</b>	<b>Date of Meeting</b>	<b>Summary of Decision</b>
Capital Funding Investment Expansion of Bridgwater College Academy	30 August by the Cabinet Member for Children and Families	<p><b>SUMMARY OF DECISION:</b> The Bridgwater Academy Trust who operates Bridgwater College Academy has agreed to expand and wish to deliver this project themselves. Subject to an appropriate Legal Agreement being in place the Local Authority will set aside £7m from the basic need budget to fund this expansion.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report.</p> <p><b>REASONS FOR DECISION:</b> As set out in the officer report.</p>
Consultation on the 'Education Travel Policy'	21 August by the Cabinet Member for Children and Families	<p><b>SUMMARY OF DECISION:</b> The Local Authority must consult on changes to its Education Travel Policy and a consultation is planned for 6 weeks in the Autumn term. A further formal decision will be required at that stage in order to approve a revised policy having considered the outcomes of the consultation process with a view to any changes taking effect from September 2018.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report.</p> <p><b>REASONS FOR DECISION:</b> As set out in the officer report.</p>
<b>Heathfield School, Taunton – Proceed to construction of the new art and science and performing arts blocks</b>	17 July by Cabinet Member for Children and Families	<p><b>SUMMARY OF DECISION:</b> This report sought approval to proceed to construction of the new Art &amp; Science and Performing Arts Blocks. The work will be carried out by contractors appointed by and responsible to Futures for Somerset, on behalf of the County Council.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report.</p> <p><b>REASONS FOR DECISION:</b> As set out in the officer report.</p>

<b>PUBLIC HEALTH AND WELLBEING – Cllr Christine Lawrence</b>		
<b>Item</b>	<b>Date of Meeting</b>	<b>Summary of Decision</b>
<b>Annual Report of the Director of Public Health – End of Life</b>	15 November by Cabinet	<p><b>SUMMARY OF DECISION:</b> This report described the causes and places of death in Somerset, and shows how the numbers of deaths is likely to increase significantly in coming years. It describes how end of life is currently supported in the county overall, and how individuals, families, health and care services can contribute to making end of life as compassionate and dignified as possible.</p> <p>It highlights how the whole health and care ‘system’ can work together to provide the best possible care, emphasizes the role of communities in providing wider support and encourages us all to prepare for the end of life, making preparations such as Advance Care Plans, and simple conversations with families.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report.</p> <p><b>REASONS FOR DECISION:</b> As set out in the officer report.</p>
<b>Our County – Joint Strategic Needs Assessment (JSNA) Annual Summary 2017</b>	16 August by Cabinet	<p><b>SUMMARY OF DECISION:</b> The JSNA is a statutory requirement of the Health and Wellbeing Board, and informs the Health and Wellbeing Strategy. As this has implications for a wide range of Somerset County Council’s activities it was brought to Cabinet for consideration.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report.</p> <p><b>REASONS FOR DECISION:</b> As set out in the officer report.</p>

<b>CORPORATE AND COMMUNITY SERVICES – Cllr Anna Groskop</b>		
<b>Item</b>	<b>Date of Meeting</b>	<b>Summary of Decision</b>
No decisions		

<b>ADULT SOCIAL CARE – Cllr David Huxtable</b>		
<b>Item</b>	<b>Date of Meeting</b>	<b>Summary of Decision</b>
<b>Commissioning of Mental Health Services in Somerset: Community outcomes based preventative and enablement support services</b>	13 July 2017 by the Cabinet Member for Adult Social Care	<p><b>SUMMARY OF DECISION:</b> This report gave information regarding the recommendation to award a contract for ‘Community outcomes based preventative &amp; enablement support services’ for Mental Health in Somerset.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report.</p> <p><b>REASONS FOR DECISION:</b> As set out in the officer report.</p>

<b>CROSS CUTTING – As specified</b>		
<b>Item</b>	<b>Date of Meeting</b>	<b>Summary of Decision</b>
<b>Children’s Workforce Development Strategy 2016-19 – Update</b>	15 November by Cabinet	<p><b>SUMMARY OF DECISION:</b> The update to the Children’s Social Care Workforce Development Strategy was presented to Cabinet for information purposes. It highlights the progress that has been made in the recruitment and development of children’s social workers at Somerset County Council since 2016, the move in the strategy towards supporting the Children &amp; Young People’s Plan and the support for our current and future colleagues to be safe, healthy, happy and ambitious for themselves and for the children and families that they work with.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report.</p> <p><b>REASONS FOR DECISION:</b> As set out in the officer report.</p>
<b>Quarter 2 2017/18 Performance Monitoring Report</b>	15 November by Cabinet	<p><b>SUMMARY OF DECISION:</b> This performance monitoring report provided an overview of the Council’s performance across the organisation.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report.</p> <p><b>REASONS FOR DECISION:</b> As set out in the officer report.</p>
<b>Heart of the South West – Productivity Consultation response</b>	15 November by Cabinet	<p><b>SUMMARY OF DECISION:</b> An outcome of discussions on devolution was that SCC along with other partners in the Heart of the South West (HotSW) would jointly commit to developing a plan in 2017 for boosting productivity. The draft Productivity Strategy is the result of this commitment. It has been prepared in partnership with district, county and unitary authorities, national parks and the HotSW Local Enterprise Partnership (LEP), as well as with Clinical Commissioning Groups (CCGs), private and third sector partners and central government.</p> <p><b>ALTERNATIVE OPTIONS CONSIDERED:</b> As set out in the officer report.</p> <p><b>REASONS FOR DECISION:</b> As set out in the officer report.</p>

<b>CROSS CUTTING – As specified</b>		
<b>Item</b>	<b>Date of Meeting</b>	<b>Summary of Decision</b>
<b>Heart of the South West – Proposed Joint Committee</b>	15 November by Cabinet	<p>SUMMARY OF DECISION: This report brought forward for consideration the formal proposal for the establishment of a Heart of the SW (HotSW) Joint Committee from January 2018. The report details a list of recommendations for the decisions necessary to establish the Joint Committee. This follows the Council's decision on 16th February 2017 to give 'in principle' approval to the establishment of the Joint Committee, subject to approving the Joint Committee's constitutional arrangements and an inter-authority agreement necessary to support the Joint Committee.</p> <p>ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report.</p> <p>REASONS FOR DECISION: As set out in the officer report.</p>
<b>Council Performance Report – end of July 2017/18</b>	27 September by Cabinet	<p>SUMMARY OF DECISION: This performance monitoring report provided an overview of the Council's performance across the organisation.</p> <p>ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report.</p> <p>REASONS FOR DECISION: As set out in the officer report.</p>
<b>Development of a Joint Strategic Commissioning Function</b>	16 August 2017 by Cabinet	<p>SUMMARY OF DECISION: The paper provided background to this transformation and sets out initial thinking on the Joint Commissioning Function of the system, bringing together the health and social care commissioning responsibilities of Somerset Clinical Commissioning Group, Somerset County Council and NHS England</p> <p>ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report.</p> <p>REASONS FOR DECISION: As set out in the officer report.</p>

**CROSS CUTTING** – *As specified*

<b>Item</b>	<b>Date of Meeting</b>	<b>Summary of Decision</b>
<b>Development of a Family Hub approach for Somerset</b>	17 July by the Cabinet Member for Children and Families and Cabinet Member for Public Health and Wellbeing	<p>SUMMARY OF DECISION: This report outlined the need to continue with the current commissioning arrangements of the Public Health Nursing contract. This is due to a current planned programme of development with the council's 'getset' Early Help service to be developed.</p> <p>ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report.</p> <p>REASONS FOR DECISION: As set out in the officer report.</p>
<b>Council Performance Report end of May 17/18</b>	10 July by Cabinet	<p>SUMMARY OF DECISION: This performance monitoring report provided an overview of the Council's performance across the organisation.</p> <p>ALTERNATIVE OPTIONS CONSIDERED: As set out in the officer report.</p> <p>REASONS FOR DECISION: As set out in the officer report.</p>

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County Council

– 29 November 2017

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## **Annual Report of the Scrutiny for Policies, Adults and Health Committee**

Chairman: Cllr Hazel Prior-Sankey

Division and Local Member: All

Lead Officer: Julian Gale – Strategic Manager – Governance and Risk

Author: Jamie Jackson – Governance Manager - Scrutiny

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### **1. Summary**

- 1.1** The Scrutiny for Policies, Adults and Health Committee is required by the Constitution to make an annual report to the Council each year and also to provide each other meeting of the Council with a summary progress report and outcomes of scrutiny. This report covers the meetings of 12 July 2017, 20 September 2017, 11 October 2017, and 8 November 2017.
- 1.2** The Committee agreed their work programme would comprise of items considered directly at meetings plus other items considered or 'commissioned', using flexible arrangements outside of the formal committee structure.
- 1.3** Members of the Council are reminded that:
- all Members have been invited to attend meetings of the three Scrutiny Committees and to contribute freely on any agenda item;
  - any Member could propose a topic for inclusion on the Scrutiny Work Programmes;
  - any Member can be asked by the Committee to contribute information and evidence and to participate in specific scrutiny reviews.
- 1.4** The Committee has 9 elected Members. There is currently one vacancy.

### **2. Background**

#### **2.1 Scrutiny Work Programme**

At each meeting, the Committee considers and updates its work programme, having regard to the Cabinet's forward plan of proposed key decisions. Members appreciate the attendance of representatives and stakeholders from partner agencies.

#### **2.2 12 July 2017**

The first main item was a report from the Somerset Clinical Commissioning Group (CCG) regarding its Clinical Quality Review Report for the period 1 January to 31 March. Points highlighted in the report included: areas of good practice during quarter 4 were infection control, falls reduction and medication management; challenges during this period included mortality reviews and workforce issues. The CQC status for organisations was highlighted with Shepton Mallet Treatment

Centre receiving an overall rating of outstanding. Somerset Partnership NHS Foundation Trust had been rated as requiring improvement but was now rating as good. There was discussion regarding on-going work with partner organisations to resolve concerns with urgent care and about the new format of the report which was useful but a bit difficult to follow in places. We noted the report and asked if a summary to the report and information regarding waiting times and performance could be included in the next update.

The next item was a performance update about Weston Hospital. A presentation was given by representatives of Weston Area Health Trust and North Somerset Clinical Commissioning Group. James Rimmer, Chief Executive of Weston Area Health NHS Trust updated the meeting following a CQC visit and report. The visit focused on areas which required improvement or were inadequate since the last visit in 2015. Three areas had improved – surgery and critical care had moved from requires improvement to good and medicine had moved from inadequate to requires improvement. However emergency services had deteriorated to inadequate. We noted the report and asked for an update when there was further information to report.

We then considered the Council Performance Monitoring Report for quarter 4 of 2016/17. During this period there were three red segments which included P1 Help vulnerable and elderly people. However improved use of data in the Adult Social Care Service to support performance improvement was being regularised across all teams with a focused improved use of technology. Progress was also being made to reach targets and management actions were in place and were being monitored closely. Two other segments though green had a declining performance P2 Healthy Residents and reducing inequalities and C1 Working with our Public. This was largely due to a natural variation between reporting points. We noted the report.

Adult and Health Operations Director Mel Lock presented the Adult Social Care Performance Update which focused on the measures included in the Adult Social Care Outcomes Framework, and also included an update on the latest figures for Delayed Transfers of Care (DToc). In terms of placements in residential and nursing homes in 2015-16 Somerset placed more adults under 65 years old than the national and comparator group average.

Although overall satisfaction of people who use services of care and support showed Somerset significantly behind the national average for 2015/16 this had increased significantly in 2016/17 from 61.4% to 66%. There was an issue around perceptions of care and associated messaging of that which the Council needed to continue to work on. Somerset's performance in DToc for the period April 2016 to 2017 was still below the England average, despite an overall improvement. Significant work was being done with Musgrove Hospital to improve this and a discharge to access service would be starting in September. This would be reported on in the next quarter. We noted the report and that there would be further update in September. It was agreed that there would be a member briefing on information for adult social care contacts.

## **20 September 2017**

The first main item was the Somerset Safeguarding Adults Board Annual Report. Independent Chair Richard Crompton presented the report and explained that the

Board had concentrated its efforts on improving its overall effectiveness in order to better coordinate activity, learn from events, and raise its local profile and the value of what it offered through high quality communications with both professionals and the public. Priorities for the year 2017-18 would continue to centre on prevention, making safeguarding personal, adopting a Think Family approach, and enhancing the Board's effectiveness. The Committee also welcomed Dr Alyson Norman to the meeting who gave a personal account of her experience with services connected to adult safeguarding and provided further insight into this area. There was a lot of discussion including: assurance that the actions arising from the serious case reviews would reduce the risk of these situations happening again, the need for a holistic approach to intervention and that family concerns were listened to. The need to address the 'silo mentality' of problems only relating to one service such as drug or alcohol services when in reality the issues related to multi-agencies was also highlighted. We noted the report and thanked the presenters for their hard work.

The Committee then received a report about the Somerset Clinical Commissioning Group finance and performance issues. Deputy Chief Officer and Director of Commissioning and Governance Paul Goodwin presented the report and explained that NHS England published its 2016/17 assurance rating for all of England's 211 clinical commissioning groups and Somerset CCG was rated as inadequate. Poor performance in three key areas had been identified – a rising budget deficit, slow progress towards the county's Sustainability and Transformation Plan (STP), and lack of progress addressing the patient demand and longer waiting times for treatment. Somerset's NHS 111 service had been rated as in need of improvement and Somerset Doctors urgent care as inadequate and subject to special measures. There was discussion about: Staffing issues with district nurses – recruitment was taking place but it was difficult to recruit the right staff and availability of workforce was a significant challenge; the impact of the new Chief Officer – discussions had already taken place with stakeholders and there was a drive for working collaboratively and differently with partner organisations; problems with 111 and OOH service were being addressed with the provider Vocare. We noted the report and asked for an update when there was further information to report.

There was an update on the Maternity and Paediatrics Services. The most recent proposals suggested that Dorset County Hospital in Dorchester might share some services with Yeovil District Hospital. Configuration of service has not been outlined and proposals would be forthcoming after a formal public consultation. We noted the report and that there would be a further update when there was more information to report.

We then considered a report on the future service provision for Yeovil Health Centre. New arrangements had already been put in place by Somerset CCG and the centre was being run by Symphony Healthcare Services. Yeovil Health Centre's list of patients had now merged with Oaklands GP Surgery. The Centre had become a nurse practitioner-led urgent care service with GP medical oversight as of 1 September 2017. Revised opening hours for the urgent care service were now weekends only 10am to 6pm. We noted the report. The committee then received a report from Somerset CCG regarding improved access to GP services in Somerset. The report was an update on progress on the delivery of improved access across the county since the introduction of the new plan at the beginning of the year. The 71 Somerset practices had formed into 10

geographically based provider groups to deliver the requirements of improved access. The groupings provide their collective population with access to same day and pre-bookable appointments from 6.30pm – 8pm on weekdays and weekends. We noted the report and asked for a further update when there was more information to report.

Somerset Partnership NHS Foundation Trust gave a presentation regarding the future of Milverton Branch Surgery. The partnership took over the management of the surgery in September 2016 following the departure of all the partners. There had been some success with recruitment. The surgery in Wiveliscombe was being used as the main healthcare delivery service. A team based approach to healthcare had been introduced providing access to specialist nurses, physiotherapists, mental health specialists and village agents. This has enabled appointment times with GPs to be extended. We noted the report and asked for a further update when there was more information to report following the analysis of the public consultation.

The committee were also given a report from Somerset Partnership NHS Foundation Trust updating on community hospitals in Somerset. There were 13 community hospitals in the county and each one provided a different mix of services from inpatient, outpatient, minor injury unit and diagnostic services. The Trust owned 11 of the 13 hospitals with 222 inpatient beds open to patients. 22 of these were dedicated for stroke rehabilitation. This was recognised as incredibly important as it could affect long-term outcomes. In the last couple of weeks these had been prioritised and the 6 beds at Williton had been made re-available. Staffing issues in the recruitment and retention of registered nursing staff in the hospitals continued to be a major issue. This was resulting in temporary closure of some wards at times for patient safety reasons. We noted the report and asked for a further update when there was more information to report.

### **11 October 2017**

The first main item was regarding the proposal for a Joint Commissioning Function. Health and Social Care leaders in Somerset through the Sustainability and Transformation Plan had agreed to develop one Accountable Care System for the county by 2019. It had been agreed that this would require joint commissioning arrangements to be developed. Currently commissioning for this was across the Somerset Clinical Commissioning Group (CCG), Somerset County Council and NHS England. Initial proposals for development of joint commissioning were agreed by the CCG Governing Body and SCC Cabinet in July and August 2017. It had been agreed that a full business case should be developed for further consideration. We agreed we would continue to identify any issues that need consideration during the development of a full business case.

We then received a report regarding the Annual Report of the Director of Public Health 2017. This year's report looked at the care required by people in the last year of life. Members were also given a presentation which further illustrated trends in numbers, causes and places of death in Somerset, how end of life was currently supported, how individuals and the community provided support. We welcomed the report and supported the approach to End of Life care within health and care services.

The Committee then received a report by Motor Neurone Disease (MND) campaigner Heather Twine, who was a Somerset resident living with MND. She hoped that the council would adopt the MND Charter, a statement of the respect, care and support that people living with MND and their carers deserve and should expect. More than 50 local councils across England and Wales had already adopted the Charter, created by the MND Association. Currently there were known to be 49 people in Somerset with MND. We commended the report and recommended that it come before the Health and Wellbeing Board for consideration.

The Committee then received a report about the NHS 111 and GP Out of Hours (OOH) services provided by Vocare Limited. There were ongoing performance and quality challenges and following the Care Quality Commission's inspection in early August the 111 service was rated as 'Requires Improvement' with the GP OOH service as 'inadequate'. A follow up visit had taken place at the end of August and the CQC were in the process of reviewing of this and this would be formally shared as soon as it was available. The Committee noted the report and requested that an update on the situation be brought to the January 2018 meeting or sooner if the report from the Care Quality Commission becomes available sooner.

We then received a report from Somerset CCG updating on the recent work of the CCG to maintain and improve the quality and safety of health services used by local people. Challenges experienced during quarter 1 included stroke care, mortality data, safe staffing and blood clots in veins. We noted the report and asked for a format amendment to the reports for future meetings to make it clearer to read.

An update on Community Hospitals was given to the committee by Somerset Partnership NHS Trust. The report provided an update on staffing and sustainability issues at community hospitals across the county. The highest risk area for staffing was the South Somerset cluster where all of the hospitals were facing challenges and the position was deteriorating. Chief Operating Officer Andy Heron explained that the trust had been through the figures and the current situation and a decision had been taken to temporary close the inpatient beds at Chard and Shepton Mallet. We noted the report and asked for a further update when there was more information to report.

The committee were given a presentation to accompany the report regarding an update on reablement and the new Home First discharge to assess service. The Government had introduced additional social care funding with instructions on how it should be targeted and spent. One of the priority areas was supporting more people to be discharged from hospital when they are ready. Somerset had chosen to do this by introducing a Home First discharge to assess service, incorporating reablement and therapy services. These services were designed to reduce delays in transfers from acute hospital care and talking to people about future plans in their own environment. The committee supported the service and noted the report.

We then received a report about the Somerset Pharmaceutical Needs Assessment 2017. This was a statutory duty of the Health and Wellbeing Board to report on accessibility of pharmacies and pharmacy services from rural, dispensing GP practices in their localities. The report needed to be produced

every 3 years and the next was due by April 2018. The evidence suggested that there were no gaps in provision that would not be filled by existing arrangements and that changes in the next 3 years would not be of a scale or nature that required new provision. There was a statutory consultation period from 21st September to 20th November. We noted the report.

Finally, we received the performance monitoring report providing an overview of the Council's performance across the organisation. The report provided the latest information available in the period up until 31st July 2017. There were three red segments with P1 Help vulnerable and elderly people of particular relevance to this committee. The performance improvement process continued to embed within adult services with improved use of data to support performance improvement being regularised with a focused improved use of technology. Progress was being made with regarding to improving recording of data to ensure reporting accurately reflects work done. We noted the report.

### **8 November 2017**

Our main item for this meeting was an update on the Learning Disability Service Contract. We had a good public attendance for this with more than 21 speakers. Director of Adult Social Care Stephen Chandler assured all those who raised questions that they would receive written responses. He highlighted the requirements were transformation and sustainability and that changes in the first year were part of the plan. If no changes were made to staff terms and conditions the service would cease to exist as it would not be affordable. A presentation was given by Discovery's Managing Director Luke Joy-Smith. He said that the company recognised that the staff had the customers' best interests at heart and that it was a listening organisation. He was happy to fast-track a survey with customers, family and friends. There was a lot of discussion including that it was important to get the right foundations and settle colleagues anxieties, there was a current mismatch between core hours, amount of staff and temporary staff and the management of the contract had to be good in order to deliver a good service.

The Committee also agreed it was not satisfied with the report and information provided, to request that a survey with customers, families and staff of the service be conducted as soon as possible, to establish a Task and Finish group to look at the contract performance in more detail and to refer the contract matter to the Audit Committee for its consideration.

Chief Executive Pat Flaherty introduced the next report regarding the Somerset Sustainability and Transformation Plan. This has been developed jointly by the Somerset Clinical Commissioning Group, Somerset County Council, Somerset Partnership NHS Foundation Trust, Yeovil District Hospital NHS FT and Taunton and Somerset NHS FT. It set out a shared vision for reforming health and social care to address the challenges of the rising needs of our population, changing demographics, and increasingly stretched resources. There was currently a £30m debilitating gap for NHS in Somerset and there was no extra money coming from government. Transformation was difficult without the funding for it and currently there was an impasse. Consultation about the new plan was due in the spring and this would be brought back to the committee in the future. We noted the report and asked for an update when there was further information to report.

### **3. Consultations Undertaken**

The Committee invites all County councillors to attend and contribute to its meetings.

### **4. Implications**

The Committee considers carefully and often asks for further information about the implications as outlined in the reports considered at its meetings.

For further details of the reports considered by the Committee, please contact the author of this report.

### **5. Background Papers**

Further information about the Committee including dates of meetings and agendas and reports from previous meetings, are available via the Council's website:

[www.somerset.gov.uk/agendasandpapers](http://www.somerset.gov.uk/agendasandpapers)

**Note:** For sight of individual background papers please contact the report author.

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## **Report of the Scrutiny for Policies, Children and Families Committee**

Chairman: Cllr Leigh Redman

Division and Local Member: All

Lead Officer: Julian Gale – Strategic Manager – Governance and Risk

Author: Jamie Jackson – Governance Manager - Scrutiny

Contact Details: 01823 359040 [jjackson@somerset.gov.uk](mailto:jjackson@somerset.gov.uk)

### **1. Summary**

- 1.1. The Scrutiny for Policies Children and Families Committee is required by the Constitution to make an annual report to the Council and to provide each other meeting of the Council with a summary progress report and outcomes of scrutiny. This report covers the work of the Committee's meeting in July, September, October and November.
- 1.2. The main focus of our work programme will be to ensure the continuous improvement and delivery of the 7 priorities contained within the Children and Young Peoples Plan (CYPP). In this endeavour the Chairman has again suggested that each Member of the Committee volunteer to act as a 'champion' for each of the 7 programmes.
- 1.3. Our predecessor Committee were pleased to see continuing progress in many areas of the Council's improvement agenda for children and young people and our central focus will also be to constantly ask - What impact does that have on children in Somerset?
- 1.4. The Committee has 9 elected Members. We also have 7 co-opted members. We have 2 Church representative vacancies along with 1 Parent Governor vacancies and we are looking at ways to ensure those positions are occupied. We have retained our Schools Compact representative and a representative from the Schools Forum; our co-opted members have voting rights on education matters only. We look forward to once again hearing first hand testimony from front line staff who will we invite to attend and participate at our meetings.
- 1.5. Members of the Council are reminded that:
  - all Members are invited to attend meetings of all the Council's Scrutiny Committees and to contribute freely on any agenda item;
  - any Member could propose a topic for inclusion on the Scrutiny Work Programmes;
  - any Member can be asked by the Committee to contribute information and evidence, and to participate in specific scrutiny reviews.

### **2. Background**

#### **2.1. Scrutiny Work Programme**

As noted above the focus of our work programme will be the 7 priorities of the CYPP with practical work to support and challenge service improvement. The Committee fully supported this at our first meeting of the quadrennium and we

look forward to working with the Director of Children's Services (DCS) and other Officers to ensure topics dealt with during Scrutiny meetings support the improvement process.

Each of our future meetings will have specific agenda items to consider the work programme and this will allow members and officers to suggest items we should scrutinise in more depth. We are also very keen to enhance our ability to monitor our suggested outcomes and recommended actions to ensure these have been progressed, and to assist us in this we will continue to review our outcome tracker at every meeting to ensure this is meaningful.

## **2.2. 28 July 2017**

Our first main agenda item was a report that provided the Committee with details of the Children and Young People's Plan (CYPP) a three year plan that had started in April 2016 that set out the actions the Council and its partners were taking to continue and sustain improvements in Children's Services. The Plan followed a multi-agency approach, and was overseen by the Somerset Children's Trust and had 7 improvement programmes and an update was provided of each. We accepted the report.

We then considered a report that recognised that the focus of the Committee's work programme would be to ensure the continuous improvement and delivery of the 7 priorities contained within the Children and Young Peoples Plan (CYPP). In this endeavour the Chair, as he had initiated during the last quadrennium, suggested that each Member of the Committee volunteer to act as a 'Champion' for each of the 7 programmes. The report was discussed and it was explained that those volunteer Members would not have lone responsibility for each topic but would be an initial point of contact and allow better understanding of that area. 7 Members agreed to act as a Champion for various CYPP programmes. Next we considered a report and received a presentation that provided an update on the progress to create 'early help hubs' in local communities, agreed as a key priority in the Children and Young People's Plan 2016-2019. (This has subsequently been renamed Family Support Service). The hub service would offer multi-agency integrated services to identify and support children and families who need additional help and quick intervention, and over time help reduce the gap in outcomes for those in deprived areas. We held a thorough discussion of the report and Members made many suggestions, with questions being asked and answers provided. Members emphasised the importance of effectively communicating these proposed changes to service users so they were aware of what was happening and could offer comments. Given the importance of the proposed changes we asked for regular updates and suggested for the time being that an update be provided at each meeting.

The Committee considered a report that provided an overview of the proposed Progression Scheme as part of the Council's attempt to improve the offer to Foster Carers. These changes had been designed to help ensure that children were cared for by people with the right skills and experience and that foster carers were recognised for the skills and experience they brought to the role. We had the benefit of hearing from a Foster Carer who provided the Committee with an overview of his experiences and his opinions and views on the proposed changes, which he welcomed. Members also heard the Foster Carer welcome the inclusive approach of the Foster Carer team which meant that Foster Carers were treated like professionals and felt valued and a part of the team. We thanked the Officers, and the Foster Carer for their contributions in updating us and the report was accepted.

### **2.3. 15 September 2017**

We began our September meeting with a report that provided an update on progress of the SEND 0-25 intervention nine priorities following the Peer Review report to us last June. We noted that SEND 0-25 Intervention arrangements had been put in place to address the findings from the Peer Review and we considered and commented on those arrangements and the progress made. The nine multi-agency priority groups had been mobilised and had identified actions which would evidence improvement and improve outcomes for Children and Young People with SEND in Somerset. Those were being closely managed until December 2017 with multi-agency strategic leads reporting monthly on progress. We considered each of the nine priority groups, which are: Joint commissioning; Health Engagement & Co-ordination; Transitions; Participation; Early help for SEND; Statutory assessment & Education Health & Care Plan (EHCP); Complex Cases; School Improvement and Ofsted Preparation. We accepted the report.

We then considered the annual report on Children's Social Care Statutory Customer Feedback. This report provided us with details on the operation of the complaints procedure in relation to Children's Social Care Services and included the number of complaints at each stage including those considered by the Local Government Ombudsman; the type, timescale and outcomes of complaints; which customer groups made complaints; learning and service improvements and a summary equality monitoring data. In addition to this, the annual report contained a summary of the compliments and comments received by the service. We accepted the report.

Members of the Committee then received an update on Unaccompanied Asylum Seeking Children and Syrian Families in Somerset, our first such update since September 2016. We asked if the impact of dealing with these issues was impacting on the other work of the service and it was stated that the service continued to struggle to fill foster places and was considering whether it can continue to take part in the national transfer scheme. The update was accepted. Next we received a report from the Strategic Finance Manager which gave an update on the In-Year Budget savings for Children's Services and we asked questions and received answers and accepted the update.

Our final report was an update on Family Support Services (previously early help hubs) which provided an update on the proposed changes to Family Support Services. We noted that the service would be launching a consultation to consider where services should be delivered from and what services should be delivered and this consultation would begin in September 2017 lasting for a 10 week period. We asked for clarification on the nature of the consultation and it was confirmed that it would focus on how to deliver services in the future. In addition we noted that it would be a two stage process, firstly working out the model of service and then at a later date how to deliver it. It was further confirmed that an equalities Impact assessment will be carried out on a district basis and will be updated throughout the consultation process. We discussed the proposals and raised concerns regarding: how outreach services would be provided in rural areas and how urgent cases would be identified; the consultation document needed to be in plain English and accessible; protecting services in areas of high level of deprivation; access to digital technology and the access and cost of transport for low income families; it seemed as if users were being asked to choose between buildings and staff; some families would not welcome services in their own home; good co-ordinated outreach services work because the most vulnerable families don't use centres. We accepted the update and emphasised

the need of effectively communicating these proposed changes to service users so they were aware of what was happening and could participate in the consultation.

#### **2.4. 20 October 2017**

We began our October meeting with a presentation regarding an update on Children's ICT and Information Sharing. We asked about resilience in the event of IT hostile attacks, sharing data with partner organisations, and new data protection laws. We were informed that data was stored in multiple locations to protect information, work was ongoing to improve sharing data with partners, and the new office 365 surfaces (laptops) would help the Council be compliant with new data protection laws. The update was accepted.

Before our next report, on about the proposed changes to Family Support Services, we heard from a service user who raised concerns about the public consultation and the online questionnaire which she felt was poorly publicised and had leading questions. An Assistant Director of Children's Services replied noting: the public consultation was open for 10 weeks; hard copies were available at various places, in addition the online version had room after each question for additional answers and concerns.

Further debate on this item included: possible future venues for services, online support for families, ensuring that those who were less likely to get involved in the consultation were listened to, linking with property and the libraries programmes, concerns about reducing services, recognising the importance of early help support, flexible working hours for staff, encouraging more community support, and ensuring that people knew how to access support. We requested an update at our December meeting.

Our final report was about the West Somerset Opportunity Area, part of the Government's programme to tackle social mobility and improve opportunities for young people across the county. West Somerset had been identified as area 324 out of 324 social mobility areas due to a combination of factors. A number of priorities had been identified around children having a good start in life, educational excellence in the classroom, transition to adulthood, and skills for employment and business. We accepted the report and agreed to request an update in 6 months.

#### **2.5. 17 November 2017**

We began with 2 members of the public asking questions on different agenda items, and it was agreed each would receive a written reply.

Our first report provided us with a summary of information contained within the Children's Social Care Annual Performance Report 2016/17. We considered and discussed the report that covered performance across a range of service areas and specifically compared performance in the year 2016/17 with the previous year, identifying trends and areas of improving and deteriorating performance. We accepted the report.

Next was a report that provided the Committee with details of the Children and Young People's Plan (CYPP) a three year plan that had started in April 2016 that set out the actions the Council and its partners were taking to continue and sustain improvements in Children's Services. The Plan followed a multi-agency approach, and was overseen by the Somerset Children's Trust and had 7 improvement programmes, each managed by a relevant Board to ensure improvement in each area. This report provided details of the activity of the second quarter (July to September 2017) of Year 2 and a summary of activity and

progress, supported by each a highlight report for each of the 7 programmes. After a thorough discussion of the report we agreed to accept the report and the Chair wished to record the Committee's thanks for the hard work undertaken by numerous members of staff in various locations that have helped bring about improvements.

We then considered an information report that updated Members on the overall purpose of children's services commissioning service and improvements made to date, reflecting on the journey so far, and the further progress the commissioning team was expected to make. We noted that it would be particularly important for the Council to identify the required outcomes from each contract so that contracts were properly managed and poor performance challenged. We accepted the report and it was agreed that an update on this would be given in 6 months. Our final report provided an overview on progress of the Young Carers Strategic Steering Group following the recommendations made by a Task and Finish Group of the former Committee in April 2017. It was explained that the initial Task and Finish Group had held meetings in February and March and met with Young Carers, Young Carer Professionals, Young Adult Carers, and those working in Public Health and members of the Somerset Parent Carer Forum to help inform its recommendations in April 2017. We discussed the report, welcoming progress that had been made. We requested that an update report be prepared for the 16 March 2018 meeting. 2 Members (one male and one female) indicated that they were interested in becoming the Member Champion for Young Carers and undertook to discuss this with Officers outside of the meeting. There was a suggestion about providing Young Carers with some form of ID (to confirm/recognise their status) and Officers undertook to consider this proposal.

### **3. Consultations undertaken**

- 3.1. The Committee invites all Councillors to attend and contribute to its meetings. The Committee Chair and Vice Chair invite prospective report authors to attend their pre-meetings and recently Lead Officers have engaged in this process and reports have been submitted on time.

### **4. Implications**

- 4.1. The Committee carefully considers reports, and often asks for further information about the implications as outlined in the reports considered at its meetings. For further details of the reports considered by the Committee please contact the author of this report.

### **5. Background papers**

- 5.1. Further information about the Committee including dates of meetings in the new quadrennium, and agendas & reports from previous meetings are available via the Council's website.

[www.somerset.gov.uk/agendasandpapers](http://www.somerset.gov.uk/agendasandpapers)

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## **Report of the Scrutiny Committee for Policies and Place**

Cabinet Member: N/A

Division and Local Member: All

Lead Officer: Julian Gale – Group Manager, Community Governance Group

Author: Jamie Jackson – Service Manager Scrutiny, Community Governance Group

Contact Details: 01823 359040

### **1. Summary**

- 1.1.** The Scrutiny Committee for Policies and Place is required by the Constitution to make an annual report to the Council and also to provide each other meeting of the Council with a summary progress report and outcomes of scrutiny. This is our second regular report of this new quadrennium and covers the work of the meetings held on 05 September, 03 October and 31 October 2017.
- 1.2.** The Committee agreed their work programme would comprise items considered directly at meetings plus other items considered or “commissioned” using flexible arrangements outside of the formal committee structure.
- 1.3.** Members of the Council are reminded that:
  - all Members have been invited to attend meetings of the Scrutiny Committee and to contribute freely on any agenda item;
  - any Member could propose a topic for inclusion on the Committee’s Work Programme;
  - any Member could be asked by the Committee to contribute information and evidence, and to participate in specific scrutiny reviews.
- 1.4.** The Committee has 9 elected Members and we have meetings scheduled approximately for every month. Our next meeting will be held in the Luttrell Room at 10.00am on 05 December 2017.

### **2. Background**

#### **2.1. Scrutiny Work Programme**

At each meeting the Committee considers and updates its work programme, having regard to the Cabinet’s forward plan of proposed key decisions. The Committee also agreed to hold themed meetings and Members are looking forward to this approach, in particular the attendance of representatives and/or stakeholders from partner agencies.

#### **2.2. 05 September 2017**

The first item on the agenda was Asset Rationalisation: A Refreshed Approach and County Farms Task & Finish Group. The Committee received a presentation from the Director, Commercial and Business Services and the Head of Corporate Property. The presentation detailed the background to asset disposal and explained the need for a new approach to asset rationalisation.

The Committee heard that the sale of assets had achieved in excess of £33m in capital receipts during the last five financial years. The bulk of this has been

used to support the capital programme, although it can also be used to support transformation.

As part of the refreshed approach, all property assets would be reviewed to determine the business case for disposal, commercial use or strategic retention on a case by case basis through existing decision making structures.

The Head of Corporate Property outlined the principles and benefits of asset rationalisation and shared the short, medium and long-term strategy including a 30 month target of achieving £20m in capital receipts.

In addition, it is proposed to set up a Task & Finish Group to review the sale of county farms. The Committee heard that the previous policy on county farms from 2010 identified a number of holdings retained for future sale because of future development potential. It is the right time to consider this list alongside all other holdings when assessing the options for disposal or retention.

During the debate, it was confirmed that the £33m raised in capital receipts related solely to the sale of property and land.

A Member sought assurance that individual services will be involved with the review and that revenue will also be considered.

Concern was expressed over transparency as there seemed to be a lack of consistency in how the policy has been applied previously, for example, when advantageous rental rates have been granted. It was clarified that the new approach sought to improve accounting transparency by bringing all payments and receipts through a central point, improving visibility and cost control and that reference to transparency within the report did not relate to transparency in terms of freedom of information.

A Member stated that farming is a core industry in this county and needed to be a key consideration of the Council. Concern was raised over selling assets too cheaply in a rush to achieve capital receipt targets. Members were reassured that if it is in the financial interests of the Council to hold assets it will do so.

The Committee debated at length whether the sale of any county farms should be deferred whilst the Task & Finish Group carried out its review. One Member stated that in some cases it would be in the interests of the county to proceed with planned sales. It was confirmed that the council would continue to follow the existing policy using the usual decision-making process until such time as a new policy was agreed.

Following confirmation that the recommendations contained in 2.1 of the report did not relate to county farm land, the Committee agreed to all four recommendations.

The Committee agreed to the recommendations contained in 2.2 of the report with the addition to 2.2.1 that the Task & finish Group should include a review of the rationale and purpose of retaining county farms.

A Member proposed a recommendation that 'all further discussions and sales of county farm lands are suspended until the Task & Finish Group have made their recommendations except by exception and after either the Task & Finish Group



or the Scrutiny Committee have been consulted'. The proposal was seconded and carried following a vote.

The following Members volunteered to form the county farm Task & Finish Group: Cllr Ham, Cllr Napper, Cllr Filmer, Cllr John Hunt and Cllr Wedderkopp. The Chairman stated that the Task & Finish Group review would need to be a short, sharp, in-depth process carried out in a timely manner to prevent unnecessary delay.

The Committee noted the report and asked for a verbal update from the Task & Finish Group at the next committee meeting.

We then received a report from the Strategic Commissioning Manager, Highways and Transport which updated members on strategic roads investment in the county.

Members were informed that funding for strategic roads improvements comes from a number of sources and a number of new funds have emerged since the last update.

The report highlighted that following a consultation on the A303 Sparkford to Ilchester, the preferred route is expected to be announced later this year. There will also be a further supplementary consultation on a section of the A303 following representations made to Highways England including by Somerset County Council.

The Strategic Manager highlighted the Department for Transport proposals for a Major Road Network and explained that this would be good news for the county. A further update will be provided when more detail is available.

The Committee heard that the council received £3.859m from the National Productivity Investment Fund (NPIF) following the application of a funding formula. The indicative funding allocations for this fund were outline din the report. A further tranche of NPIF funding has been announced for 2018/19 and 2019/20 to be allocated by competitive funding bids.

A Member questioned whether there was any further update on the A358 scheme as the local community are very keen to receive an announcement. It was confirmed that more detail should be available following a meeting with Highways England next week.

It was clarified that improvement schemes have to be linked to the criteria for funding which in turn dictates the major schemes funding.

A Member queried whether there was any indication of which funds would be oversubscribed and it was confirmed that The Housing Infrastructure Fund is likely to be very competitive and marginal funding bids may well be more successful.

The Committee noted the report.

Next we received a report from the Parking Services Manager which included progress made within parking services and introduced the revised policy for the introduction of resident parking.

Members were made aware that since June 2012, the County Council has been responsible for on street parking enforcement across the entire county (apart from the M5, the A303 and private roads). The Committee were updated about the changes to service delivery since June 2012 and heard that the service has been able to benefit from increased efficiency and greater accountability.

The Committee heard that the service is now using the customer contact centre and print to post facility successfully. It has increased the number of officers based in County Hall carrying out back office processing and providing operational and strategic guidance to the contractor. These changes to back office processing have been generally well-received by residents. The service has also increased its on-line services. Parking permits can now be managed on-line bringing it in-line with the DVLA and ensuring that permits are immediately up to date.

The Committee then heard that the new residents parking policy is due to be considered by Cabinet in October. The revised policy aims to streamline the process and ensure residents who may be affected by any scheme are fully aware of the features and benefits of a resident parking scheme. It will help to identify and prioritise schemes requested by residents to ensure they are supported and viable.

The initial request for a resident parking scheme must demonstrate that 60% of the residents support the change. A Member queried whether it was in fact 60% of residents that respond which could result in a scheme going ahead with as little as around 30% of residents in favour. It was clarified that if a resident makes no response to a proposal it is seen as consenting as long as the proposal has been sufficiently advertised. It was also clarified that the 60% relates to households with one vote per house. A Member commented that some communities are put off by the 60% rate and are reluctant to canvass residents to gain support. Whilst this is understood by the service, it is important that there is some level of consensus achieved to avoid community disputes.

Members commented that more enforcement is needed out of hours, particularly in the evenings and that the mobility of enforcement officers needed to be addressed. It was explained that enforcement officers do have access to vehicles and that where necessary enforcement will take place in the evening.

It was confirmed that Area Traffic Engineers should be contacted to discuss making changes to parking time limits.

Members questioned whether the service is cost neutral. It was confirmed that the service currently has a surplus which is used towards other traffic management services. Members questioned how the use of surplus is scrutinised and were informed that any surplus is ring-fenced within operational services. An update on the use of surplus could be provided at a future meeting.

It was confirmed that when the on-line reporting process is used this is passed to the relevant traffic manager or to the enforcement team depending on the nature of the report.

The Committee noted the report and asked for an update in six months time to include data on the use of surplus.

The Committee then received a presentation from the Interim Director, Economic & Community Infrastructure Operations and was joined by the Business Director, Skanska regarding the new Highways Terms Maintenance Contract.

The Committee heard that the letting of the new contract is due to be considered by Cabinet on 18<sup>th</sup> October. The presentation updated members as to the reasons for letting a new contract and the financial and non-financial benefits of doing so. The total cost of the new contract is estimated to be lower than extending the previous contract and re-procuring in 2020. The contract will provide for increased integration and collaborative working.

The new contract includes 23 key Performance Indicators and 28 Quality Undertakings which aim to ensure good performance, added value and reduced costs and these are all contractually binding. The development of a Community Engagement & Social Value Plan is embedded within the contract. This has been submitted by the contractor and is currently being considered by the Council.

Members questioned whether revisits are made to inspect surfaces that have been disturbed by utility companies. It was confirmed that the Council inspects both the contractor and utilities work and if the standard or notices about work are not up to standard then action is taken. Members were encouraged to report any incidences if they were made aware of them.

Members commented that more work could be done to work with Parish Councils and volunteers. The difficulty in applying for speed indicators and finger posts was raised as an example of this. Concerns were also raised about signs becoming covered by overgrowth. It was clarified that the Council is working with the contractor to use their expertise to improve these issues. After an initial challenge, the finger posts are working well. The contract contains a commitment to work with local communities and improve this. Members were asked to report any verge cutting issues and informed that it can be possible for local communities to either purchase additional services or to take on services themselves. Members commented that it is important to keep Parish Councils informed and a Member suggested that it would be useful to provide a report to Parish council to suggest things that they could consider and signpost them to the relevant contact. It was confirmed that a Community and Member briefing sheet was currently being written and would be sent shortly.

It was clarified that more collaboration with Devon County Council could be possible as both authorities are using the same contractor. Collaboration will increase as the contract is embedded and a possible area to look at in the future may be the Winter Salting Programme.

It was clarified that the Council is statutory bound to present diversion routes which are suitable for all vehicles. This may result in routes which are longer. Multiple diversions are sometimes required when significant works are taking place in one area but this is planned for as best as possible.

Members were encouraged to report if roadwork signage is not removed or if road lines need to be re-painted and were reassured that the choice of asphalt recipe is well considered to ensure both cost effectiveness and cohesion with neighbouring counties.

The Committee noted the report and asked for an update in March or April after the winter period.

Finally, the Committee received a report and presentation from the Service Manager, Transport Data & Road Safety which detailed the new approach to the Somerset Road Safety Strategy.

The Committee heard that the current Road Safety Strategy was launched in 2013 and it is now appropriate to review it and develop a new approach. Previous road safety work has been successful in reducing the numbers of people killed and injured on the roads of Somerset, however nationally and locally there is evidence that the impact of current road safety initiatives on road casualties is starting to plateau and the pace of reduction is slowing down.

In April 2013, under the Health and Social Care Act 2012, statutory duties for public health were conferred on local authorities; they were made responsible for improving the health of their local population and for public health services. The Public Health Outcomes Framework has several indicators relevant to road safety.

At a stakeholder strategy review meeting in March it was agreed that it was an appropriate time for Somerset to develop a new road safety strategy that adopts a wider-agency approach while continuing to promote evidence based approaches to road safety, health and wellbeing.

The Road Safety, Highways and Transport Commissioning and Public Health Teams are working together with other parts of the County Council, and appropriate external bodies, to explore how this vision could be applied and achieved in Somerset through the development of a cross-directorate road safety strategy.

The strategy is being developed in consultation with internal and external stakeholders. A Somerset County Council strategy steering group was formed with area specific sub-groups to develop the detail of the strategy action plan, and delivery through an Action/Delivery Plan and a Transition document. The strategy embraces work with many partners such as Avon and Somerset Constabulary, Devon & Somerset Fire and Rescue Service, South-west Ambulance Service Trust, Advanced Motoring Groups, and Highways England in seeking to have a maximum impact on reducing the numbers of people killed and seriously injured on Somerset's road network.

It is anticipated that the draft Strategy will be finalised and consulted on in November 2017.

Members were informed that the service runs a number of exhibitions to raise awareness of road safety. It is planned to showcase these to Members in the future and Members are encouraged to contact the service if they aware of a local event that the service could attend.

The Committee commented that it is clear that this is a strategy which cannot be delivered in isolation. It noted the report and asked to be kept updated as the Strategy develops.

### **03 October 2017**

This meeting began with us considering the Corporate Performance Monitoring Report Q1 (+1) 2017/18. Members were reminded that this was the first performance report using the refreshed metrics and that quarter 1 plus 1 month data had been provided in order to give as up to date information as possible to the Committee. The report summarised that overall performance is stable with three red segments (P1, P3,C4), one segment with a declining performance (P2) and four segments with improving performance (P1, P3, P5, C1).

The Committee discussed those segments which fell under the Committee's remit. They agreed to discuss the projected overspend of £10.054m when it was covered in more detail under Item 6. They queried plans for the significant rise in housing development linked with the development of a garden town, the development of A Block and how the Core Council programme feeds into the performance wheel.

The Committee noted the report.

We then considered the 2017/18 Revenue Budget Month 4. The Committee received a report from the Service Manager, Chief accountant which provided an update on the current Revenue Budget outturn position for the 2017/18 financial year based on the end of July (Month 4).

The Committee heard that the Authority's forecast shows a projected net overspend of £10.054m when compared to the Revenue Budget. This represents 3.22% of base budget. The majority of the overspend lies in the Children's Services budgets. Most other areas of the Council are within reasonable tolerance although some corporate and support budgets are under pressure

Last year, 2016/17, there was a year-end overspend of £7.049m, with the main areas of overspend in Adults and Children's services. The demands upon these services have not reduced in the early part of this financial year and are not likely to over the course of the year. The transformational work under way to improve demand management and simultaneously improve outcomes for vulnerable children and adults is well under way. The additional funding from government alongside the management action in adults is keeping this budget under control. There has been no additional funding for children services and management action is struggling to change patterns of expenditure.

SCC is therefore in a similar position to last year in trying to find mitigating actions across the whole Council as well as in those core care services to off-set the overspend while transformation takes place in line with our MTFP themes. The implication of this early forecast is that Cabinet and the Senior Leadership Team will need to take some immediate actions to address the overspend projections. Given last year's position, there are already 5 high priority projects under way (all but one of which are affecting children's services budgets) to identify ways of reducing spending and managing demand. These are having some success in reducing overspend and delivering MTFP savings but are projects that in some cases span last year, this year and next before coming to fruition.

The Committee then considered the forecast overspend in individual budget areas particularly children's services and aged debt analysis. They also

considered the progress of the 2017/18 MTFP savings proposals. The Committee heard that 63% of savings will be delivered as predicted, 7% of savings have been classified as an amber risk meaning delivery is unsure and 30% are no longer deliverable in 2017/18.

The Committee discussed the aged debt, the demand on children's services and the 30% of savings that are no longer deliverable.

The Committee noted the report.

Our attention then turned to considering a presentation from the Strategic Commissioning Manager (Community Infrastructure) and the Service Manager, Flood Risk Management. The presentation provided an update on the Lead Local Flood Risk Management Service (LFRMS), the Bridgwater Tidal barrier and the future of the service.

The Committee heard that the LFRMS has restructured all non-highway elements of flood risk management into one team and now has direct control and delivery of strategic objectives and schemes on the ground. The service will now prepare its programme and submit its Somerset Rivers Authority (SRA) grant application for 2018/19. It's anticipated that this will be a smaller work programme which will allow the service to focus on the actions in the LFRMS and carry out studies focused on local flooding, its mechanisms and consequences. The committee were also updated on a planned Sustainable Drainage Systems (SuDS) review and SuDS inspector service and the SPONGE2020 project. SPONGE2020 is an EU funded project aimed at encouraging urban areas to soak up more water. Following an innovative mapping approach to identify flood risk areas, this is initially being focused on Taunton but could be taken to other areas in Somerset.

The Committee were then updated on the proposed site for the Bridgwater Tidal Barrier and the proposed vertical lift gate. The estimated cost of the barrier has risen to £60-70m and it is hoped that construction will be completed by 2024. Full design, economic, cost and impact assessments will need to be prepared.

The service plans to carry out a review to deliver improvements to the service in future. The service aims to be less reactive and more strategic in its approach using a 3 year plan. This will include: working with other councils to make the most of SuDS on developments; ensuring a high profile in flood management through its partnerships; pioneering SuDS techniques and developing a high quality developer guide on SuDS for all planning authorities in Somerset to adopt and working with local communities and Members to further build knowledge of local flood issues.

The Committee discussed the need to take a holistic, whole-county approach to flood management, the enforcement of riparian rights, the importance of the upper catchments and the inspection of SuDS.

The Committee noted the report.

Next the Governance Manager provided an update on behalf of the Chair of the County Farms Task & Finish Group.

The Committee heard that the Group had met for the first time last week and that Cllr Philip Ham had been appointed as Chair. Further meeting dates had been set and the Group planned to submit its report to the Committee at its 05 December meeting. Outside stakeholders have been invited by the Group to attend the next meeting and there will be a further verbal update from the Group at the 31 October meeting.

The Committee noted the update.

Our final agenda item was to provide us with an update on the Library Service and its Proposed Strategy. The Committee received a report and presentation from the Director for Economic & Community Infrastructure Commissioning and the Strategic Manager, Community & Traded Services.

The Committee were updated on the progress and performance of the library service, the proposed strategic direction for the service over the next three years and a community engagement exercise that was recently commenced by the service.

The library service is currently performing well and has delivered a number of successful, innovative projects and initiatives which have gained national recognition. Responses from a customer satisfaction survey carried out in June/July 2017 indicate that customers value the service and are overwhelmingly positive about their experience. It has delivered over £1m of savings to date.

In order to put the service on a sustainable financial footing a long term strategy is required. It was outlined that the intention is to keep libraries open wherever possible. As part of looking at the future of the service over the next 3 years an investigation into alternative delivery models has been carried out. Only 4 library services in the country have externalised so there is a limited breadth of evidence to refer to. The service has concluded that it cannot recommend externalising at this time. It would be more appropriate to revisit this in 3 years' time when more evidence will be available.

The Committee heard that the proposed future strategy for the service will have 4 main strands: continuing to deliver a thriving, modern service across a broad spectrum of outcomes; review the libraries network, review the frontline workforce and invest in technology. An informal community engagement process to review the library network has recently begun. This will be supported by a comprehensive needs assessment and an equalities impact assessment before a formal consultation takes place on specific proposals in December 2017 or January 2018. It is planned to bring a further update on this consultation to the Committee in February/March 2018 before a final decision is taken in March/April 2018.

The Committee commented that this was a positive report and commended the service on its performance. It commended the early engagement with the commitment with regard to the network review. The Committee discussed: staff morale; the importance of partnership working; how digital support services could be better promoted and the library's role in supporting lonely and isolated residents.

A proposal was made to set up a Task & Finish Group but it was felt that this would not be appropriate at this stage as the service is currently in the early stages of engagement and gathering information.

A proposal was made to support the conclusion not to pursue an alternative delivery model at this time. Instead we should give our support to the library service to use the 3 year period to develop its service whilst continuing to look at alternative models with a view to the future. This was seconded and carried unanimously following a vote.

The Committee noted the report.

### **31 October 2017**

To begin the Committee received a report and presentation from the Strategic Commissioning Manager, Economy and Planning which updated Members on the Heart of the South West (HotSW) Productivity Strategy.

The Strategy has been prepared in partnership with district, county and unitary authorities, national parks and the HotSW Local Enterprise Partnership (LEP), as well as with Clinical Commissioning Groups (CCGs), private and third sector partners and central government. It is an overarching strategy document that outlines key priorities and objectives for the HotSW. Specifically, it sets out the aim of narrowing the 'productivity gap' evident in the HotSW LEP area, driving up prosperity and living standards for all, and securing the resources needed to do so.

In short, the Productivity Strategy aims to double the net worth of the HotSW economy from approximately £35 billion to £70 billion of GVA by 2036. Its stated vision is 'for all parts of the HotSW to become more prosperous, enabling people to have a better quality of life and higher living standards'. The Productivity Strategy is structured around the three strategic objective areas of 'Leadership and Knowledge', 'Connectivity and Infrastructure', and 'Working and Learning'.

Productivity is the measure of competitiveness of an economy and provides a technical way to assess how an economy is fairing.

SCC and other partners and stakeholders are now being consulted on the final draft in advance of a 30th November 2017 deadline. There is also a series of public consultation events planned across the HotSW including one in Somerset on 22nd November 2017. SCC's response will be considered by cabinet on 15<sup>th</sup> Cabinet and the Strategy will receive final sign off by the Joint Committee and LEP Board in January 2018.

The Committee discussed the importance of connectivity especially transport and digital infrastructure, particularly with regard to building the rural economy. They discussed how the HotSW is ranked and compares with other areas and suggested using this measure to assess the progress of achievement against ambitions. They recognised the importance of having a flexible, over-arching strategy in place but stressed that the detail of its implementation was vital to ensure its success.

The Committee noted the report.



Next the Committee received a report from the Strategic Manager, Governance & Risk on the progress of the Heart of the South West (HotSW) Joint Committee. Members were first updated on the background of work carried out over the last two years by 19 Devon and Somerset authorities to seek a devolution deal for the area to bring down Government powers, functions and funding to improve productivity for the area. It was confirmed that a clear indication has been given that this could be achieved without the need for an elected mayor.

The HotSW agreed to establish a Joint Committee to progress its productivity strategy and put in place a formal mechanism to take forward negotiations with government on a range of policy agendas with a view to achieving additional benefits for the region. The Joint Committee model was designed to add additional benefit to the constituent authorities and it was stressed that this would not take powers away from the constituent authorities.

A series of recommendations required to establish the Joint Committee will now be taken through the constituent authorities over the autumn period via a template report to ensure consistency with a view to the Joint Committee being established by January 2018. These recommendations will be taken through SCC's Cabinet and Full Council in November 2017.

The template report will be accompanied by an 'Arrangements' document outlining the legal status, purpose, aims and objectives, membership and functions of the Committee. In summary the body established by this process will be a formal joint committee of the 17 councils and two National Park authorities. Each constituent authority will have one 'seat' on the Committee and it is anticipated that these will be filled by Council Leaders. The LEP and the CCGs will have non-voting representation.

The report also detailed the proposed list of functions for the Joint Committee and the draft figures for the Joint Committee budget.

The Committee discussed the challenge of aligning 19 different authorities and queried whether government funding and Committee budget figures would be sufficient.

The Committee noted the report.

Following this, the Committee received an introduction from the Leader of Council and a report from the Director, Customers and Communities regarding the draft County Vision 2018 -21

In previous Administrations, a detailed County Plan has been approved giving direction and strategic guidance to officers and politicians. It was felt that in some ways the County Plan process was trying to provide a detailed reference point for all the Council's services and with that scope had only a limited success.

The new approach for 2018-21 is to present a Vision instead of a Plan setting high level principles and direction of travel but flexible enough to adapt and change according to national government as well as local pressures and opportunities.

A presentation slide was shared with members which summarised the four key principles of the Vision.

The draft Vision will be shared with the public, partners and stakeholders to give outside bodies a chance to influence the final form. The finalised Vision will be taken to Full Council in February 2018.

The Committee questioned the relationship between the Vision and council policies and it was confirmed that policies would need to underpin the Vision. They discussed the timeframe for the Vision and suggested that a 'stepping stone' guidance be produced detailing how to achieve the aims of the Vision so that progress could be measured.

The Committee noted the report. It was agreed to circulate the presentation slides to the Committee.

Finally the Chair of the County Farms Task & Finish Group provided a verbal update of the progress of its review.

The Committee heard that the Group had gathered a lot of information at previous meetings which it was currently considering. The Group have consulted with stakeholders, including the National Farmers Union and the Tenant Farmers Association, and are currently considering their views.

The Group was due to meet again the following day when it would consider the views of existing county farm tenants. One further meeting would take place before the Group submitted its report and recommendations at the 05 December meeting of the Scrutiny for Policies and Place Committee.

The Committee noted the update.

### **3. Consultations undertaken**

- 3.1. The Committee invites all County Councillors to attend and contribute to every one of its meetings.

### **4. Implications**

- 4.1. The Committee considers carefully, and often asks for further information about the implications as outlined in, the reports considered at its meetings.
- 4.2. For further details of the reports considered by the Committee please contact the author of this report.

### **5. Background papers**

- 5.1. Further information about the Committee including dates of meetings in the new quadrennium, and agendas & reports from previous meetings are available via the Council's website. [www.somerset.gov.uk/agendasandpapers](http://www.somerset.gov.uk/agendasandpapers)

Somerset County Council

County Council  
– 29 November 2017

## **Annual Report of the Cabinet Member for Public Health and Wellbeing**

Cabinet Member: Cllr Christine Lawrence, Cabinet Member for Public Health and Wellbeing

Division and Local Member: All

Lead Officer: Trudi Grant - Director of Public Health

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### **1. INTRODUCTION**

- 1.1. This has been an exciting year for the health and wellbeing portfolio, with significant progress being made locally in a number of areas to improve the health and wellbeing of the local population. This report details some of the work which has been undertaken; it is not a complete account of the work but an overview of highlights.

### **2. SETTING THE STRATEGIC DIRECTION FOR HEALTH AND WELLBEING**

#### **2.1. Joint Strategic Needs Assessment (JSNA)**

- 2.1.1. During 2016/17 the Health and Wellbeing Board undertook a Joint Strategic Needs Assessment with a focus on the needs of vulnerable children and young people. This JSNA has had significant impact. It was used to inform the development of the Children and Young People's Plan and has informed commissioning of numerous services within the auspices of the plan. The JSNA is primarily an electronic resource and can be found at <http://www.somersetintelligence.org.uk/jsna/>.

#### **2.2. Health and Wellbeing Board – Current and New Strategy**

- 2.2.1. The Health and Wellbeing Board has continued with its statutory roles in relation to the JSNA, delivery of the Health and Wellbeing Strategy and oversight of the Better Care Fund. The Board has particularly focused on the development of a Prevention Charter for Somerset, which has received sign up by a wide range of organisations within Somerset. It has also driven forward the development of work to reduce the hidden harm to children as a result of parental circumstances, work to reduce loneliness and work through the Sustainability and Transformation Plan to consider the development of new models of care in the county.
- 2.2.2. The Health and Wellbeing Board has received continued commitment from a number of partner organisations including all district councils, Clinical Commissioning Group (CCG) and Healthwatch; without their support and enthusiasm for improving health and wellbeing, progress would have been limited.

### 2.3. **Annual Report of the Director of Public Health**

- 2.4. This year's Annual Report of the Director of Public Health focused on the delicate issue of End of Life, aiming to raise the profile of this vital and sensitive aspect of life. The report describes the trends in the numbers, causes and places of death in Somerset. It also considers how end of life is currently supported in the county overall, and how individuals, families, health and care services can work together to plan ahead to help end of life be as peaceful and dignified as possible.

The following recommendations for the report were adopted by Cabinet on 15/11/2017. Full Council is also asked to consider these recommendations and endorse them on behalf of the organisation and all elected members.

- be an advocate for a calm and dignified end of life
- encourage people to plan ahead and make their wishes known
- be an advocate for carers and ensure the role of Somerset's volunteers is promoted and valued
- encourage cooperation between organisations, especially at this very sensitive time

## 3. **IMPROVING THE HEALTH OF THE POPULATION**

### 3.1. **Children and Young People**

- 3.1.1. During 2016-17, as part of the Children and Young People's Plan, there has been a focus on improving the health and wellbeing of children and young people (Programme 2). Below is a summary of some of the progress that has been made during the year.

### 3.2. ***Health Visiting and School Nursing (Public Health Nursing)***

- 3.2.1. The work of the public health nursing (PHN) service is underpinned by the evidence and best practice guidance provided in the Healthy Child Programme (HCP). The HCP is a public health programme for children, young people and their families which focuses on early intervention and prevention. It offers a programme of screening testing, immunisations, developmental reviews, information, and guidance on parenting and healthy choices.
- 3.2.2. The provider of PHN - Somerset Partnership NHS Foundation Trust - was inspected in September 2016 and rated as good, with some outstanding features, by the Care Quality Commission (CQC).
- 3.2.3. During this year, a pathway has been put in place to establish the School Nurse role in supporting children on a child protection plan. They will undertake a standard health needs assessment and identify which health professional is most appropriate to support the child. This provides a framework for establishing school nurse involvement in child protection and the effectiveness of this intervention can be monitored through the performance data; this has already reduced the number of children on child protection plans supported by school nurses.

3.2.4. In March 2017, a national review of health visiting universal contacts was undertaken and a decision taken that the five Universal contacts would continue. Performance against these checks is good, with performance being above or in line with the national rates. The Somerset health visiting service has been one of the first in the south west to use new electronic reporting and has been recognised as an example of good practice.

### 3.3. ***Breastfeeding***

3.3.1. The Infant feeding Strategy was launched in August 2017. The strategy includes work on the assessment of tongue tie and the development of a pathway for lactation advice, to be used across all healthcare providers. In addition, with the SCC Communications team, a very successful social media campaign has been run, receiving significant public engagement. This has resulted in an increase in women volunteering to be breastfeeding champions and an increase in local establishments being nominated for the 'Positive About Breastfeeding Scheme'.

3.3.2. Most recent figures for Somerset show 46.6% of women continue to breastfeed 6-8 weeks following birth compared to 46.4% in England overall. Exclusive breastfeeding for the first six months of life is widely recognised as having significant health benefits for the mother and child, as well as being a significant contributory factor in helping to develop neurological pathways in the child's brain to enable social bonding and attachment.

### 3.4. **Emotional Health and Wellbeing**

3.4.1. The emotional health and wellbeing of children and young people has been a high priority this year. Mindful Emotion Coaching has been developed across schools and other children's services, supporting both the adults and the children to better understand and be able to manage their emotions and behaviours. With the CGG and NHS England, a new service has been commissioned to address the adverse impact of the childhood experience of sexual abuse, which has been shown to have a lifelong impact on both physical and mental health.

3.4.2. The psychological impact of sexual abuse is traumatic and can be lifelong. The Public Health Team, in collaboration with NHS commissioners and local partners, has launched the new 'Phoenix Service' which provides specialist training and support to the wider children's workforce to help give appropriate advice and support to children and families. The service also delivers a small number of direct interventions for children, young people and families.

3.4.3. Perinatal and infant mental health is a significant public health issue due to the impact it can have on families. It can impact on the level of functioning of new mothers and their ability to respond to the needs of their children and form positive attachments. Difficulties with early attachment can affect infant growth and development and can contribute to poor infant and child mental health. Through the Somerset Perinatal and Infant Mental Health Steering group, over 200 staff, including midwives, health visitors, mental health, CAMHS, smoking cessation and getset staff, have been trained this year in perinatal and infant mental health awareness.

## **4. HEALTHY LIFESTYLES**

### **4.1. Smoking**

- 4.1.1. Smoking remains the single greatest cause of preventable premature death and driver of health inequalities. Support to stop smoking is now provided directly by SCC, with the trained staff now being part of the public health team.
- 4.1.2. The stop smoking service has widened, with a focus on increasing digital support through websites and apps, remote support including a greater promotion of telephone support and social media. Face to face support is now targeted to those population groups who have the highest smoking rates and is moving to a more group-based peer support model, which is highlighted in research to be an important motivator for quitting.
- 4.1.3. 2016/17 was another record breaking year for Mums2Be Smokefree, our local programme of work to reduce smoking in pregnancy. 504 pregnant women set a quit date with the service, of whom 292 (58%) stopped smoking. These figures surpass the achievements of last year with approximately 300 babies born this year smokefree. The smoking in pregnancy rate in Somerset has now dropped significantly to 13.0% in 2016/17, from 18.9% in 2010/11. This reduction is double the fall seen nationally, reflecting the ongoing focus we have had on this issue.

### **4.2. NHS Health Checks Programme**

- 4.2.1. NHS Health Checks is a national programme that provides people aged 40 to 74 with a cardiovascular risk assessment and lifestyle advice to help them stay healthy for longer. The service was recommissioned in April 2015 and in its second year delivered over 8,000 health checks, an increase of 33% over 2015/16. Health Checks are offered at participating GP practices and pharmacies, as well as a range of community locations such as libraries and leisure centres. The service has worked with 86 Somerset businesses during the year to deliver over 1,200 health checks in workplaces and has begun to work with parish councils to deliver health checks in village halls or from the mobile van.

### **4.3. Healthy Eating, Physical Activity and Weight Management**

- 4.3.1. Overweight, obesity and physical inactivity continue to be significant challenges to Somerset's health and a major cause of those illnesses that place a burden on council and health services. Most recent data shows 67% of adults in Somerset are overweight or obese. 20.1% of 4-5 year olds and 28.8% of 10-11 year olds have excess weight.
- 4.3.2. The Zing contract with Somerset Partnership comes to an end on 31st December 2017. From January 2018 this service will be brought in house as part of the public health team and, much like stop smoking services, will be refocused towards more electronic and online support with a more targeted community development approach, working with specific communities to reduce inequalities.

4.3.3. To pump prime work in specific communities, a number of different initiatives have been developed during the year, all aligned with the Zing service. Examples include the development of Man V Fat football, and “train the trainer” young people’s healthy eating awareness. Many of these programmes are now set up and sustainable, funded by participants.

#### 4.4. **Mental Health**

4.4.1. Awareness about mental health and challenging stigma continue to be key areas of work and with voluntary sector partners, we provide support for national campaigns such as Time to Change and World Mental Health day. Physical activity and access to the natural environment have a big positive impact on our mental health and we have continued to work with the Exmoor National Park to develop use of Somerset’s natural resources and to ensure access particularly for those who experience the greatest exclusion and inequality.

4.4.2. We have contributed to the development of the national Prevention Concordat for Better Mental Health which was launched in September and we will be working to deliver the concordat for Somerset in the coming year. One important element of this work is the development of Member Champions for Mental Health.

4.4.3. Suicide prevention work in the county is led by a dedicated multiagency group and informed by an annual suicide audit. Action this year has focused on men’s mental health, bereavement support services and specific work with local media colleagues to raise awareness of the need for sensitive reporting.

#### 4.5. **Reducing Inequalities and Improving the Health of Vulnerable People**

##### 4.5.1. ***Let’s End Loneliness in Somerset***

4.5.2. This has continued to be a key theme for the Health and Wellbeing Board, supported by the Somerset voluntary and community sectors. Being lonely is thought to increase your risk of dying as much as smoking 15 cigarettes a day. It is a real public health issue. The solution lies not in any service, but in the mobilisation of individuals, communities and neighbourhoods. We continue to raise awareness and to support promotional activity across Somerset about loneliness. This has been supported by local and national media interest, which has helped to keep the issue in the public domain.

##### 4.5.3. ***Supporting the health of people with a Learning Disability***

4.5.4. People with a learning disability can experience poorer health and wellbeing. Access to information to help people to live healthier lives needs to be tailored to meet their needs. A range of materials has been developed this year, including videos and specifically designed resources to encourage people with a learning disability to be physically active, participate in their annual health check and take up the offer of the health screening and flu vaccination programmes. An exciting new project is also developing; Peer Support Groups for adults with a learning disability, in partnership with Adults and Health. These will benefit wider health and wellbeing outcomes across Somerset.

#### 4.5.5. **Syrian Resettlement Programme**

4.5.6. The Public Health Team has led the co-ordination of the Syrian Vulnerable Persons Resettlement Programme across Somerset. An additional nine families have been resettled in Somerset this year, plus an additional family supported via CHARIS, a community sponsorship group based in Taunton. This has continued to be a very successful joint programme, with input from district councils, the CCG and community and faith groups across Somerset.

### 5. **PROTECTING THE HEALTH OF THE POPULATION**

5.1.1. The Director of Public Health has a statutory duty to ensure there are appropriate and tested arrangements in place to protect the population's health. Ensuring robust health protection arrangements is a vital function which goes largely unnoticed until there is an incident or outbreak.

5.1.2. During 2017/18, Somerset response arrangements were tested, with several complex cases of TB and several outbreaks of cryptosporidium linked with the annual open farm season. Nationally, the UK threat level was escalated to 'critical' in response to the terrorist attacks in London and Manchester. In response to this threat level, organisations in Somerset demonstrated how strong and resilient relationships can lead to an efficient and robust response to developing incidents and ensure that crucial learning takes place across the system.

#### 5.2. **Sexual Health**

5.2.1. Following a complete service redesign and procurement process during 2014-2015, a new integrated sexual health service - SWISH - was launched on 1<sup>st</sup> April 2016. Somerset Partnership NHS Foundation Trust were awarded the contract to deliver comprehensive contraceptive and genitourinary medicine services in community settings across Somerset. Services incorporate all forms of contraception and include emergency contraception, pregnancy testing, diagnosis and treatment of sexually transmitted infections, HIV testing, chlamydia screening, advice on sexual abuse and abortion services and a Vulnerable Young People's / CSE Outreach Nurse.

5.2.2. The Eddystone Trust have been awarded the contract to provide HIV prevention, targeted sexual health promotion, condom distribution and support for people living with HIV as the outreach element of SWISH. This includes the promotion of early HIV testing and delivery of HIV rapid results point of care testing in the community. During 2016/17 there were 14,932 attendances by Somerset residents at the new SWISH service.

5.2.3. The inclusion of young people has been a particular strength in the development of the new integrated sexual health service and this has continued throughout the year, with young people from UK Youth Parliament attending recent training for pharmacists on Emergency Hormonal Contraception where they used 'role play' to simulate a number of real live scenarios that the pharmacists may come across during the consultation with young people, including Child Sexual Exploitation. The input for young people was really well received by the pharmacists.



### 5.3. **Drugs and Alcohol**

5.3.1. Harms from problematic drug and alcohol use continue to have a negative impact on lives and families. The specialist service continues to treat around 2,000 people each year and provides information, support and harm reduction services, such as needle exchanges for many more people.

5.3.2. Recovery from substance use is a long hard journey, but Somerset services are currently one of the highest performing in the country at supporting people through treatment and into recovery. This is vitally important work, as around half of those in treatment have parental responsibilities and we need to protect children from the lifelong harm from exposure to adult substance use.

5.3.3. Problematic substance use is usually linked to many other life factors and circumstances, and these need to be holistically addressed for recovery to be successful. In Somerset we are fortunate to have an excellent Peer Mentor programme within which ex-service users volunteer their time to support others. A number of our Peer Mentors have gone on into employment as a result of being involved in the programme.

5.3.4. The current service contracts are due to end in 2019 and this year we triggered the process to begin the procurement for the new service which will operate from that date. To support this we have published a number of needs assessments and undertaken an extensive engagement exercise to support the design of the future delivery model.

#### 5.3.5. ***Prevent***

5.3.6. As part of the Safer Somerset Partnership, SCC works alongside partners to prevent extremism and radicalisation in Somerset. The Board oversees the Somerset Prevent Plan. A key part of the plan is to train all relevant front line staff in prevent awareness (including education). Training has been provided to schools, early years and council staff with options for face to face or e-learning modules. Prevent duties are now reflected in key SCC policies. The Somerset Channel Panel is designed to assess the risk attached to vulnerable people to be radicalised and act on these beliefs. This is a safeguarding process which is well embedded in Somerset.

#### 5.3.7. ***Domestic Abuse***

5.3.8. Domestic abuse affects many within our communities and is known to have a harmful impact on children who are exposed to it. Our contract for Somerset Integrated Domestic Abuse Service is provided jointly by Knightstone Housing Association and Banardos and provides an innovative 'Stay Put' model to help reduce the impact on families and children. The contract has been extended until March 2019/20 and commissioners will begin the process of compiling evidence and undertaking engagement to inform the future service.

5.3.9. The Somerset Domestic Abuse Board has a key role in quality assurance across the whole domestic abuse system. A new score card has been developed this year to support monitoring and assurance.

### 5.3.10. **Multi-Agency Risk Assessment Conferences**

5.3.11. Multi-Agency Risk Assessment Conferences (MARAC) have been subject to review in Somerset and a new model has just been approved, to be implemented by the end of 2017. The model reflects the need to 'think family' and treats children in contact with high risk adult victims, as potentially high risk themselves. An implementation team and monitoring groups have been set up to manage this process through to completion.

### 5.3.12. **Hate Crime and Community Cohesion**

5.3.13. Over the past year, local agencies have worked hard to improve Somerset's response to hate crime and refocus on cohesion. The Somerset Hate crime and Community Cohesion group oversees the delivery the Somerset Hate crime and cohesion strategy. A new set of materials to help raise awareness of hate crime has been produced by the group and will be available on a new hate crime web page [www.somerset.gov.uk/hatecrime](http://www.somerset.gov.uk/hatecrime). There was a wider launch on Hate Crime Awareness Week which took place from 14<sup>th</sup> to the 21<sup>st</sup> October 2017.

### 5.3.14. **County Lines**

5.3.15. County lines activity typically involves gangs from large urban areas travelling to smaller locations (such as a county town) to sell Class A drugs, specifically crack cocaine and heroin. The majority of these gangs function with a degree of sophistication, utilising remote call centres and networks to make it difficult for public agencies to detect. County lines gangs pose a significant threat to vulnerable adults and children, upon whom they rely to conduct and/or facilitate the criminality. 'Cuckooing' residents, using their homes to run their business is a common feature. Exposure to gang exploitation has the potential to generate emotional and physical harm. Agencies in Somerset are taking a new multi-agency approach to tackling and preventing this crime in the County which goes beyond the traditional disruption approach.

### 5.3.16. **ONE Teams**

5.3.17. With funding from the Police and Crime Commissioner, a countywide One Team Co-ordinator is now in post to help develop these standards and support One Teams in improving practice where required. To date, this has been very much welcomed across One Teams, who are keen to ensure that they can add value and make a positive contribution together with other services and mechanisms designed to serve local communities.

## 6. **HEALTHCARE PUBLIC HEALTH**

### 6.1.1. **Public Health Intelligence**

6.1.2. One of the statutory duties of SCC is to provide specialist public health advice to the NHS to inform their commissioning of health services for the population. The Public Health Core Offer was delivered in full this year; examples of work undertaken under the core offer include providing public health advice to the Sustainability and Transformation Plan, the development of detailed health profiles for each GP practice in Somerset and aggregated profiles for local commissioning localities. Specialist public health advice is also provided to

support the process of policy development for health interventions which are not normally funded.

## **7. LOOKING AHEAD**

7.1. There has been significant progress made over the past year to drive forward progress to improve and protect the health and wellbeing of local people, in particular those who experience the greatest inequalities. The emphasis on addressing inequalities will continue into the future, focusing efforts on supporting those whose needs are greatest and providing information and support to others to take responsibility for their own health and wellbeing.

### **7.1.1. *Joint Commissioning***

7.2. In the summer, SCC Cabinet and the CCG Governing Body considered initial proposals for the development of a joint approach to the strategy commissioning of a population-wide health and social care system. This work will continue to be developed throughout this year, with an emphasis on working jointly with CCG colleagues to develop a system-wide commissioning strategy.

### **7.2.1. *Redesign and Recommissioning of public health services***

7.2.2. As highlighted throughout this report, the future design of a number of public health services will be considered throughout the year, including substance misuse services and the integration of public health nursing and getset services to form a more integrated approach to family support. These are exciting times within the health and wellbeing portfolio and they provide us with significant opportunities to support local people to enjoy long, healthy and independent lives.

## **8. BACKGROUND PAPERS**

8.1. Joint Strategic Needs Assessment  
<http://www.somersetintelligence.org.uk/jsna/>

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Somerset County Council

County Council  
– 29 November 2017

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**Annual Report of the Somerset Armed Forces Covenant Partnership**

Lead Member: Councillor Rod Williams – Chairman of the Somerset Armed Forces Covenant Partnership

Division and Local Member: All

Lead Officer: Patrick Flaherty - Chief Executive

Author: Chris Phillips, Service Manager – Stronger Communities

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**1. Summary**

- 1.1. This report updates the Council on progress with the Somerset Armed Forces Covenant (SAFC) Partnership since the last report to Full Council in November 2016.
- 1.2. The Covenant is a Government initiative designed to ensure that the Armed Forces community is not disadvantaged compared to the community as a whole by the activities of Local Authorities (LA) and partners in the public and private sector.

The definition of the Armed Forces Covenant is

*“The Covenant is a promise from the nation to those who serve. It says we will do all we can to ensure they are treated fairly and not disadvantaged in their day-to-day lives. This includes offering injured servicemen and women, and bereaved families, extra support where appropriate.”*

- 1.3. This report is for your information.

**2. Background**

- 2.1 Somerset County Council pledged its support for the Covenant on 20 February 2012. Councillor Rod Williams assumed the appointment of Chairman of the Somerset Armed Forces Covenant Partnership in May 2017. Since September 2015, SCC officer support for the SAFC Partnership has been provided by Chris Phillips, Service Manager – Stronger Communities, within Customers and Communities.

**3. The 2017 Annual Conference**

- 3.1 As in 2016, the annual SAFC Partnership conference was held to coincide with national Armed Forces Day celebrations and, in a show of unity with Somerset’s District Councils, the Armed Forces Day flag was raised at council buildings, with a local ceremony attended at West Somerset District Council on Monday 19 June.

**3.2**

This year’s annual conference was held in the excellent facilities of RNAS Yeovilton on Tuesday 20 June, thanks to the Commanding Officer of RNAS Yeovilton, Commodore Nick Tindall. The conference was extremely well

attended. SCC was energetic in capturing feedback from attendees to shape the 2018 annual conference. Of those who provided feedback from the 2017 conference, 98% rated it as 'Good' or 'Excellent'.

**3.3** Following the annual conference, the SAFC Partnership website was refreshed to include a Partnership Directory (a 'Who's Who') and an Armed Forces Covenant Sway training presentation for frontline staff, which can be accessed via [www.somerset.gov.uk/forcescovenant](http://www.somerset.gov.uk/forcescovenant)

**3.4** Using feedback from the annual conference, SCC's quarterly update to partner organisations was improved to provide clearer messaging and to improve engagement with partners.

**3.5** Over the summer, SCC has strengthened our relationship with RNAS Yeovilton, 40 Commando RM and the UK Hydrographic Office (UKHO). UKHO is led by Somerset's most senior serving officer, Rear Admiral Tim Lowe CBE. We are also strengthening our relationship with the Wessex Reserve Forces' and Cadets' Association (RFCA), the Royal Marines Association and the Somerset Branch of The Rifles and Light Infantry Association.

SCC is leading the production of a Forecast of Events for the Partnership that will do much to improve awareness across the Partnership of events of interest to all

**4.**

#### **The Executive Group Meeting**

**4.1** On 18 September 2017, a meeting of the Executive Group of the Partnership, reviewed Governance arrangements for the Partnership. It decided:

- the Partnership would look widely for examples of best practice and would compare Somerset to other LAs;
- the Partnership should strengthen links with Somerset MPs;
- two executive meetings per year was the right amount and would be continued;
- the Partnership needed a high level Partnership Plan, based on the Chairman's analysis, to provide a clear direction of travel for the Partnership for the rest of this Quadrennium;
- further work was needed to strengthen links with District Councils;
- the date of the next year's Annual Conference would be 28 June 2018;
- the next meetings of the Executive Group would be on 16 April and 17 September 2018.

#### **5. SAFC Partnership Plan for 2017-2021**

**5.1** The purpose of the SAFC Partnership is to deliver what the Armed Forces Covenant promises, in Somerset.

**5.2** The Partnership is an association of organisations with differing interests and capability but a shared commitment to help deliver the Covenant in Somerset.

**5.3** The aim of the Partnership Plan is to establish how Somerset will deliver the Armed Forces Covenant until 2021.

5.4 The Plan is attached with its two annexes. Annex A is a task matrix that shows the main areas of action of partner organisations. Annex B is the framework of a Stakeholder Communications Plan that will be elaborated in further work.

## 6. Communications and Partnership Working

6.1 We have continued links with SCC's Communications Team, leading to several press releases to support Covenant activity, including sharing Somerset Covenant Fund successful bids and commemorative events, including Armed Forces Day and Merchant Navy Day. For further information visit: <https://somersetnewsroom.com/?s=armed+forces>

6.2 Somerset Intelligence webpages on the numbers and health needs of serving personnel and veterans and their dependants have been updated. The link is <http://www.somersetintelligence.org.uk/armed-forces.html>

6.3 **South West Regional Initiative.** It is a Covenant priority to improve delivery of the Covenant locally and to improve the integrated delivery of services throughout the community. In early 2017, seven Covenant partnerships (Somerset, Wiltshire, Gloucestershire, North Somerset, Devon, Plymouth and Torbay and Cornwall) found they had similar needs and jointly submitted a bid for £190,291 to the national Covenant Fund. Wiltshire is the lead authority for this bid. The aim of the project is to raise awareness of the Covenant in both the civilian and military communities and to train frontline public service staff and charities on the needs of the military community. In March 2017, it was announced that the bid had succeeded. Wiltshire has led funding and filling a full time post, from September 2017 to December 2018, to coordinate delivery of the project across the South West Region.

6.4 **Children/Schools.** For the 2017/18 financial year there are a total of 1,773 children in Somerset eligible for the Service Child Pupil Premium, across 203 different schools.

## 7. New Covenant Fund

7.1 The Covenant Fund replaced the previous Community Covenant Grant Scheme and is allocated £10m per year, in perpetuity, financed by the MoD from their Budget, overseen by the Treasury. The first funding window for the new fund closed in September 2015. Some 315 applications were submitted, with a value of bids in excess of £50 million, demonstrating the national demand.

7.2 In the last year Somerset made two successful bids. The bids were for projects to encourage integration between military and non-military families. The successful bids, for over £27,000, were for centres at Wyndham Park and the Balsam Centre.

- The Wyndham Park Community Hub is on the outskirts of Yeovil.
- The Balsam Centre, 'Hub2', will benefit residents living on the Deansley Way Estate, Wincanton. 40 per cent of homes are occupied by Armed Forces families. The Hub will provide opportunities for both civilian and military families to make new friends, take up new interests, develop new skills and improve their sense of community belonging.

7.3 We also continue to promote/support/engage with initiatives previously successful under the original Covenant Grant Scheme. These projects presented their update at the 2017 annual conference.

7.4 Further information regarding the New Covenant Fund is available at: <https://www.gov.uk/government/collections/covenant-fund>

## 8 National Developments

8.1 The Veterans' Gateway service was launched on 20 June this year. The Gateway provides a first point of contact for veterans seeking support. It aims to improve access to welfare services and speed up the time it takes for veterans to receive support.

8.2 The service comes in response to independent reports published by the Forces in Mind Trust and Lord Ashcroft's 2014 Veterans' Transition Review. Both reports called for the process by which veterans are guided to welfare support services to be made easier to navigate. Lord Ashcroft's principal recommendation was the creation of a single 24/7 contact centre.

8.3 In 2013, The Forces in Mind Trust's independent Transition Mapping Study found that the unsuccessful transition from Service to civilian life cost the UK economy an estimated £113 million in 2012 alone. Earlier, more accurate intervention should make the cost considerably less, to both the individual seeking support and the UK economy.

8.4 The service is funded by the MoD from the Covenant Fund and will be delivered by a Royal British Legion-led consortium comprising Poppyscotland, Combat Stress, Connect Assist, the MoD and SSAFA.

8.5 The 24-hour online chat, phone, and text message service is partly manned by veterans who have been trained to help a British Armed Forces community estimated to be around six million and growing by 20,000 annually. Bringing together over 30 referral partners, including Veterans UK, Mind and the Career Transition Partnership, veterans and their dependants will be able to access support services in areas like physical health, financial support, assistance with independent living, housing, mental wellbeing, and employment.

8.6 Further information is available at [www.veteransgateway.org.uk](http://www.veteransgateway.org.uk)

## 9 Other Activities

9.1 The Chairman attended Devon County Council's annual conference on Friday 29 September to compare Somerset's delivery of the Covenant to Devon's. Devon County Council was impressed with Somerset's approach, progress and plans to improve delivery further. A useful connection was established.

9.2 The Service Manager for Stronger Communities met Dorset County Council to discuss its Covenant Partnership.

9.3 SCC will continue to liaise with our neighbouring LAs over delivery of the Covenant.



- 9.4** The Chairman helped organise a talk by Kate Adie to raise funds for ABF The Soldiers' Charity at Kings College, Taunton on Friday 6th October. The talk raised over £3,500.
- 9.5** The Chairman attended the Royal British Legion's launch of its 2017 Poppy Appeal in the Museum of Somerset, Taunton on Thursday 26<sup>th</sup> October.
- 9.6** The Chairman was the guest of honour of The Rifles and Taunton Branch of the Light Infantry Association at their annual dinner on Saturday 4<sup>th</sup> November and gave a short talk on the SAFC Partnership.
- 9.7** The Chairman represented the Leader of the Council at an Army Families Federation (AFF) Reception in Whitehall, Monday 6 November 2017, attended by Ministers, MPs and the professional head of the Army, General Sir Nicholas Carter, Chief of the General Staff.

## **10. Consultation**

- 10.1** The Partnership's Executive Group was invited to comment on the draft SAFC Partnership Plan. Its comments have been incorporated by the Chairman into the version of the Partnership Plan attached to this Report.

## **11. Background Papers**

- 11.1** Attached:
- Partnership Plan.
  - Annex A: Task matrix that shows the main areas of action of partner organisations.
  - Annex B: Stakeholder and Communications Plan Framework.
- 11.2** For further information about the Somerset Armed Forces Covenant visit: [www.somerset.gov.uk/forcescovenant](http://www.somerset.gov.uk/forcescovenant)
- 11.3** For more information about the National Covenant visit: [www.armedforcescovenant.gov.uk/](http://www.armedforcescovenant.gov.uk/)

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## Somerset Armed Forces Covenant – Partnership Plan

'The Covenant is a promise from the nation to those who serve or have served. It says we will do all we can to ensure they are treated fairly and not disadvantaged in their day-to-day lives. This includes offering injured servicemen and women and bereaved families extra support where appropriate.'

### Introduction

As part of its services for adults, families, children and communities, Somerset County Council (SCC) signed the Armed Forces Covenant in 2012. The Leader of SCC has appointed a SCC Councillor to chair and facilitate the Somerset Armed Forces Covenant (SAFC) Partnership.

The purpose of the SAFC Partnership is to deliver what the Armed Forces Covenant promises, in Somerset. The Partnership is an association of organisations with differing interests and capability who share a commitment to help deliver the Covenant. Since 2012, the Partnership has become well established. The Covenant has attracted widespread support across the political, government, public, private and third sectors.

However, as support and activity to deliver the Covenant has increased, including administering grants, clear understanding of what the Covenant is for and how it will be delivered has reduced. The political environment in Somerset is now stable enough to allow a simple, high level plan to be established that will govern how the Covenant will be delivered in Somerset over this Quadrennium (2017-2021).

### Aim

The aim of this Plan is to establish how Somerset will deliver the Armed Forces Covenant until 2021.

### Execution

The Covenant will be delivered through a partnership of organisations able to ensure that those who serve, or have served, are not disadvantaged or treated unfairly in their day-to-day lives.

**Authority.** SCC will be the authority that will lead the Partnership, overseeing communications across it.

**Objectives.** The Partnership has three objectives. They are to:

- avoid systemic procedure or criteria producing disadvantage or unfair treatment for beneficiaries, and to discover and remedy this when it occurs in practice;
- identify injured servicemen and women and bereaved families and deliver extra support to them where appropriate;
- reduce dependence and increase the resilience and capability of beneficiaries, for example by:
  - intervening early to prevent, or 'break the chain' of, a downward spiral of misfortune;
  - turning the lives of the most needy round, restoring their health, solvency and independence.

**Principles.** The principles by which Somerset will deliver the Covenant are as follows.

- Action will be aimed at the Covenant's beneficiaries – those who serve, or have served, in the RN, RM, Army, RAF, RFA and Merchant Navy including Reserves, and their families. Cadet units<sup>1</sup> (cadets and instructor staff) are part of the Service community but are not Covenant beneficiaries.
- The main areas of action will be: healthcare (including mental health); housing; employment; education; finance and insurance; and the justice system, including rehabilitation of prisoners.
- The Partnership's 'main effort' will be through:
  - Service units/establishments<sup>2</sup> - for serving Regulars and Reservists;
  - Wessex Reserve Forces' and Cadets' Association (RFCA) - for Reservists;
  - SCC and the five District Councils<sup>3</sup> - for those who have served.
- SCC will chair and facilitate the Partnership with a 'light touch'.
- The Partnership will recognise the varied capability of its member organisations and will seek to make the 'fit' of partner organisations in the Partnership as valuable as possible.
- The Partnership will look beyond Somerset to learn best practice and apply it.
- Somerset's success in delivering the Covenant will be measured, managed and communicated.

**Task Matrix.** A task matrix connecting partner organisations with the main areas of action is at Annex A. This shows the main specialisations of partner organisations.

**Stakeholder Engagement and Communications Plan.** The framework of an outline Plan is at Annex B.

### **Governance**

Accountability for Somerset's delivery of the Covenant lies with the Leader of SCC. His authority is derived from the democratic process and is exercised through SCC's Cabinet and Full Council.

SCC's Leader has delegated authority to chair the Partnership to Councillor Rod Williams. Councillor Williams will exercise his authority through the Partnership's Executive Group. The Executive Group will meet twice a year, usually March and September, to measure, manage and communicate Somerset's success in delivering the Covenant. Part of the Group's role will be to review, and when necessary adjust, this Partnership Plan. The authority for the Executive Group's terms of reference is SCC. The Executive Group intends to hold one annual Partnership Conference as the forum for a gathering of wider stakeholders in Somerset's delivery of the Covenant.

Annexes:

- A. Task matrix.
- B. Outline Stakeholder Engagement and Communications Plan.

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<sup>1</sup> The Sea Cadet Corps, the Army Cadet Force, the Air Training Corps, the Combined Cadet Forces, the Army's South-West Cadet Training Team and the Somerset Joint Services Cadet Committee.

<sup>2</sup> **Regular units/establishments:** RNAS Yeovilton, including 1 Regt AAC; UKHO; 40 Cdo RM. **Reserve units:** RNR Air Branch; 675 (RIFLES) Sqn, 6 Regt AAC; 130 Fd Coy REME.

<sup>3</sup> Currently, Mendip, Sedgemoor, South Somerset, Taunton Deane and West Somerset District Councils. Taunton Deane and West Somerset Districts are due to merge into a new District, making four District Councils in Somerset.

## Annex A to SAFC Partnership Plan – Task Matrix

Partner Organisation	Area of Partnership Action						
	Coordination	Healthcare	Housing	Employment	Education	Finance and Insurance	Criminal Justice
<b>Tier 1 Partners</b>							
Somerset County Council	X	X		X	X		
Service Units/Establishments		X	X	X	X	X	X
RNRM Welfare		X	X	X	X	X	
Wessex RFCA				X		X	
Somerset District Councils	X		X			X	
Somerset CCG and Provider NHS NHS trusts		X					
Somerset and Avon Constabulary							X
<b>Tier 2 Partners</b>							
Naval, Army and RAF Families Federations	X	X	X	X	X		
Royal British Legion	X	X	X	X	X	X	
SSAFA	X					X	
Help For Heroes		X	X				
ABF The Soldiers' Charity			X	X		X	
Combat Stress		X					
Veterans Change Partnership							X
<b>Tier 3 Partners</b>							
The Royal Marines Association	X						
The Rifles Office and The Light Infantry Association	X						
Somerset Chamber of Commerce				X			
Somerset Branch of IoD South West				X			
National Offender Management Service, including HM Prison Service, National Probation Service and Rehabilitation							X
Defence Medical Welfare Service		X					
Taunton Association for the Homeless			X				
Other Housing Associations			X				
Somerset and Avon Rape and Sexual Abuse Support		X					
Go Commando					X		

## **Annex B to SAFC Partnership Plan – Framework of Outline Communications Plan**

### **Introduction**

The context of the SAFC Partnership Plan. This is a stakeholder engagement and communications plan.

Why the need for a stakeholder engagement and communications plan, and why now.

### **Approach**

Stakeholder engagement as the end (the 'why') and the communications plan as the means (the 'how')

Stakeholder engagement as the process that produces sustained stakeholder support to deliver the Covenant in Somerset

The Communications Plan as coherent arrangements for delivering the communication part of the stakeholder engagement process

The 6 stage stakeholder engagement process

- identify the stakeholders of the Partnership ('Who?')
- analyse their profiles ('What?')
- decide the stakeholder engagement plan ('How?')
- plan each communications product/contact in a series/cycle of engagements ('When?')
- deliver each product/conduct each contact ('Do')
- measure the effectiveness of the stakeholder engagement ('Results').

The criteria for successful stakeholder engagement

### **Main Body**

#### **Stakeholder Engagement**

Definition of a stakeholder and a stakeholder group – the criteria for:

- grouping stakeholders
- assessing their importance (influence and disposition/relationship) for the Partnership to achieve its objectives and to deliver the Covenant in Somerset

How assessment of stakeholders will be maintained

How sensitivity of areas of action will be assessed, reviewed and updated in the light of experience gained

The responsibilities for stakeholder engagement and communications – possibly a mini RACI<sup>4</sup> table

How the Partnership will engage stakeholder groups, including capturing and responding to feedback

How the effectiveness of the Partnership's stakeholder engagement will be measured/assessed – the impact/benefits arising from stakeholder engagement

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<sup>4</sup> RACI – Responsible, Accountable, Consulted, Informed.

## **Communications Plan**

The stakeholder analysis/profile – current disposition and support

The objectives of the Communications Plan – how much impact on stakeholder support, by when, over the 2017-2021 period

The contextual constraints and freedoms for Partnership communications

The key messages from the Partnership and about the Covenant

The channels, contacts and occasions to be used, for 'sending' messages and for 'receiving' feedback

The process for handling feedback, including recommended improvements to our communications

Who carries what responsibilities for delivering key messages

The schedule/timetable of communications activities

- 2017-18 in detail
- 2018-19 in outline

## **Resources**

The resources (capacity and competences) available for stakeholder engagement and communications

- in partner organisations – definite and possible
- in stakeholders outside the Partnership

## **Risk Management**

How

- threats to the success of the stakeholder engagement and communication plan will be managed
- opportunities to do it quicker, better and more easily will be taken

How risk management of the stakeholder engagement and communication plan will be linked to risk management of the Partnership's delivery of the Covenant

## **Further Work**

Further stakeholder and communication-related work to be done as part of SAFC Partnership action

## **Reporting to Partnership's Executive Group**

Possible Stakeholder Engagement Working Group of the Executive Group, to meet more frequently than the twice yearly Executive Group; the untapped potential in the quarterly SAFC Partnership Update

## **Review**

The mechanism for evaluating, reviewing and adjusting this stakeholder engagement and communications plan within the context of the Partnership Plan for the Quadrennium.

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