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# NOTICE OF MEETING

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## GOVERNANCE & AUDIT & STANDARDS COMMITTEE

FRIDAY, 21 JANUARY 2022 AT 2.30 PM

COUNCIL CHAMBER - THE GUILDHALL

Telephone enquiries to James Harris on 023 9260 6065

Email: james.harris@portsmouthcc.gov.uk

If any member of the public wishing to attend the meeting has access requirements, please notify the contact named above.

### Information with regard to public access due to Covid precautions

- Attendees will be requested to undertake an asymptomatic/ lateral flow test within 48 hours of the meeting. Around one in three people who are infected with COVID-19 have no symptoms so could be spreading the virus without knowing it. Asymptomatic testing – getting tested when you don't have symptoms - helps protect people most at risk by helping to drive down transmission rates. We strongly encourage you to take up the habit of regular asymptomatic testing to help prevent the spread of coronavirus to your colleagues and residents you work with.
  - We strongly recommend that attendees should be double vaccinated, and if eligible, have received a booster.
  - If symptomatic you must not attend and self-isolate following the stay at home guidance issued by UK Health Security Agency.
  - All attendees are required to wear a face covering while moving around within the Guildhall, and are recommended to continue wearing a face covering in the Council Chamber except when speaking.
  - Although not a requirement attendees are strongly encouraged to keep a social distance and take opportunities to prevent the spread of infection.
  - Hand sanitiser is provided at the entrance and throughout the Guildhall. All attendees are encouraged to make use of hand sanitiser on entry to the Guildhall and are requested to follow the one way system in place.
  - Attendees are encouraged book in to the venue (QR code). An NHS test and trace log will be retained and maintained for 21 days for those that cannot or have not downloaded the app.
  - Those not participating in the meeting and wish to view proceedings are encouraged to do so remotely via the livestream link
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## **Membership**

Councillor Leo Madden (Chair)  
Councillor Daniel Wemyss (Vice-Chair)  
Councillor Stuart Brown  
Councillor Charlotte Gerada  
Councillor Lee Hunt  
Councillor John Smith

## **Standing Deputies**

Councillor Ryan Brent  
Councillor Lewis Gosling  
Councillor Graham Heaney  
Councillor Luke Stubbs  
Councillor Rob Wood

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(NB This Agenda should be retained for future reference with the minutes of this meeting.)

Please note that the agenda, minutes and non-exempt reports are available to view online on the Portsmouth City Council website: [www.portsmouth.gov.uk](http://www.portsmouth.gov.uk)

**Deputations by members of the public may be made on any item where a decision is going to be taken. The request should be made in writing to the contact officer (above) by 12 noon of the working day before the meeting, and must include the purpose of the deputation (for example, for or against the recommendation/s). Email requests are accepted.**

## **AGENDA**

- 1 Apologies for Absence**
- 2 Declarations of Members' Interests**
- 3 Minutes of Meeting held on 5 November 2021 (Pages 7 - 12)**

**RECOMMENDED that the minutes of the meeting held on 5 November 2021 be approved and signed by the Chair as a correct record.**

- 4 Portsmouth City Council Audit Results Report: Year ended 31 March 2021 (updated January 2022)**

Report to follow under separate cover.

Portsmouth City Council's Audit Results as updated January 2022 - for noting.

**5 Corporate Performance Report - Q2 2021/22 (Pages 13 - 56)**

To report any significant performance issues arising from Q2 2021-22 performance monitoring to the Governance and Audit and Standards committee and highlight areas for further action or analysis.

**RECOMMENDED that the Committee:-**

**(i) Note the report in the revised format; and**

**(ii) Agree if any further action is required in response to performance issues highlighted.**

**6 Internal Audit Performance Status Report to 10 January 2022 (Pages 57 - 72)**

The purpose of this report is to update the Governance and Audit and Standards Committee on the Internal Audit Performance for 2021/22 to 10 January 2022 against the Annual Audit Plan, highlight areas of concern and areas where assurance can be given on the internal control framework.

**Recommended that the Governance, Audit & Standards Committee notes:**

**(i) the Audit Performance and results for 2021/22 to 10 January 2022; and**

**(ii) the highlighted areas of concern in relation to audits completed from the 2021/22 Audit Plan, including follow up work performed.**

**7 Whistleblowing Annual Report and Policy (Pages 73 - 84)**

The purpose of the report is to update the committee on the nature and handling of any whistleblowing concerns which have been raised for the period January 2021 to December 2021.

In addition to this to confirm that, following the annual review of the whistleblowing policy, there are no current proposed changes.

**RECOMMENDED that Members of the Committee:**

**(i) Note this report and the attached Appendix A and consider whether any further action is required; and**

**(ii) Note the whistleblowing policy, Appendix B, where there are no proposed changes.**

**8 Treasury Management Monitoring Report for the Third Quarter of 2021/22**  
(Pages 85 - 94)

The purpose of the report is to inform members and the wider community of the Council's Treasury Management position, ie. its borrowing and cash investments at 31<sup>st</sup> December 2021 and of the risks attached to that position.

Whilst the Council has a portfolio of investment properties and some equity shares which were acquired through the capital programme; these do not in themselves form part of the treasury management function.

**Recommendations**

**It is recommended that the following be noted:**

- (i) That the Council's Treasury Management activities have remained within the Treasury Management Policy 2021/22 in the period up to 31<sup>st</sup> December 2021; and**
- (ii) The actual Treasury Management indicators as at 31<sup>st</sup> December 2021 set out in Appendix A.**

**9 Report to Governance & Audit & Standards Committee on complaints received into alleged breaches of the Code of Conduct by Members of the Council for the calendar year 2021** (Pages 95 - 98)

The purpose of the report is to update Members of the Committee in relation to complaints which have been progressed within the calendar year 2021 and which allege that Councillors may have breached the Code of Conduct.

**Recommendations**

- (i) It is recommended that Members of the Committee note the report.**
- (ii) It is recommended that Members of the Committee consider whether any further action is required by them.; and**
- (iii) It is recommended that Members of the Committee place on record their thanks to the Independent Persons.**

**All independent Persons have been contacted and provided the Monitoring Officer with feedback. The Monitoring Officer will comment at the meeting if relevant.**

## **10 Exclusion of Press & Public**

In view of the contents of the appendices to the following items (11 & 12) on the agenda, the committee is RECOMMENDED to adopt the following motion should it wish to discuss the details contained within the exempt appendices during the discussions on these items:

"That, under the provisions of Section 100A of the Local Government Act, 1972 as amended by the Local Government (Access to Information) Act, 1985, the press and public be excluded for the consideration of the following item on the grounds that the appendices to the report contains information defined as exempt in Part 1 of Schedule 12A to the Local Government Act, 1972" The public interest in maintaining the exemption must outweigh the public interest in disclosing the information. Under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) England Regulations 2012, regulation 5, the reasons for exemption of the listed appendices are shown below. (NB The exempt/confidential committee papers on the agenda will contain information which is commercially, legally or personally sensitive and should not be divulged to third parties.

Members are reminded of standing order restrictions on the disclosure of exempt information and are asked to dispose of exempt documentation as confidential waste at the conclusion of the meeting.

<b>Item</b>	<b>Exemption Para No.</b>
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<b>11. Property Investment Fund - Covid-19 Impact</b>	<b>3</b>
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(Exempt Appendix A) \*3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).

<b>12. Procurement Management Information</b>	<b>3</b>
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(Exempt Appendices 1, 2 and 3) \*3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).

## **11 Property Investment Fund - Covid-19 Impact (Pages 99 - 106)**

The purpose of this report is to provide a summary of the response and impact of the Covid- 19 pandemic on Portsmouth City Council's commercial property investments.

This report is for noting.

**12 Procurement Management Information (Pages 107 - 152)**

The purpose of this report is to provide evidence to allow the committee to evaluate the extent that Portsmouth City Council is producing contracts for goods, works and services in a legally compliant value for money basis.

The report is for noting.

Members of the public are permitted to use both audio visual recording devices and social media during this meeting, on the understanding that it neither disrupts the meeting nor records those stating explicitly that they do not wish to be recorded. Guidance on the use of devices at meetings open to the public is available on the Council's website and posters on the wall of the meeting's venue.

Whilst every effort will be made to webcast this meeting, should technical or other difficulties occur, the meeting will continue without being webcast via the Council's website.

This meeting is webcast (videoed), viewable via the Council's livestream account at <https://livestream.com/accounts/14063785>

## GOVERNANCE & AUDIT & STANDARDS COMMITTEE

MINUTES OF THE MEETING of the Governance & Audit & Standards Committee held on Friday, 5 November 2021 at 2.00 pm at the Council Chamber - The Guildhall

(NB These minutes should be read in conjunction with the agenda for the meeting which can be found at [www.portsmouth.gov.uk](http://www.portsmouth.gov.uk).)

### Present

Councillor Leo Madden (in the chair)

Councillor Stuart Brown  
Councillor Charlotte Gerada  
Councillor Lee Hunt  
Councillor John Smith

### Officers

Peter Baulf, City Solicitor  
Elizabeth Goodwin, Chief Internal Auditor  
Michael Lloyd, Finance Manager (Technical & Financial Planning)  
Richard Lock, procurement Manager  
Julian Pike, Deputy Director of Finance & S151 Officer

#### 44. Apologies for Absence (AI 1)

Apologies for lateness were received from Cllr Daniel Wemyss.

#### 45. Declarations of Members' Interests (AI 2)

There were no declarations of members' interests.

#### 46. Minutes of Meeting held on 24 September 2021 (AI 3)

**RESOLVED** that the minutes of the meeting held on 24 September 2021 be approved and signed by the Chair as a correct record.

#### 47. Proposed Changes to the Scheme of Delegation in respect of Planning Committee (AI 4)

(TAKE IN REPORT)

Ian Maguire, Assistant Director Planning & Economic Growth, introduced the item which sought the committee's views on the following recommendation that would be considered by the Cabinet Member for Planning Policy & City Development:

(i) the amendment of paragraph 57 of the Scheme of Delegation to raise the threshold for the number of adverse representations needed to require committee consideration from 1 (one) to 3 (three) and remove the requirement for objectors to also request to attend the meeting as a deputation.

(ii) the amendment of paragraph 50, 54 and 57 of the Scheme of Delegation to include the exception for applications for certificates of lawfulness or applications for Prior Notifications or Approvals.

These recommendations had originally been part of a report considered by the Cabinet member for Planning Policy & City Development on 16 September 2021 but were referred to the Governance & Audit & Standards Committee for discussion and comment following concerns made during deputations from Councillors that the recommendations represented a constitutional change that removed rights from residents.

During the discussion the committee was advised by the Assistant Director of Planning & Economic Growth that the only substantive change related to the number of objectors required for an application to be considered by the Planning Committee, with the proposal that this be increased from one objector to three. This was anticipated to reduce the number of items requiring determination by the Planning Committee, thereby improving throughput and efficiency.

Whilst the ability would be removed for a sole objector to require committee determination of an application if they wished to attend committee to make a deputation, the requirement to attend committee to make a deputation would be removed by the proposal if there were three or more objectors. Some may view these changes as a disadvantage, whilst others may see them as a positive.

In response to questions, it was confirmed that the right of a Councillor to require committee determination of an application would remain unaltered and there was a significant minority of applications included on Planning Committee agendas which only had objector. These applications took on average four weeks longer to process.

The committee learnt that no objections to the proposals had been raised by members of the Planning Committee when it had been briefed on the matter and Cllr Gerada confirmed that she had briefed the Labour members on the proposal and they were supportive.

The committee noted the delays in the approval of planning applications and that one element was the volume of applications requiring a Planning Committee Decision.

Having considered the matter, the committee raised no objections to the proposal.



**RESOLVED that the Governance & Audit & Standards Committee raised no objections to the proposal and the matters raised during the debate be recorded in the minutes.**

**48. Internal Audit Performance Status Report to 18th October 2021 (AI 5)**

(TAKE IN REPORT)

Elizabeth Goodwin, Chief Internal Auditor, introduced the report which updated the committee on the Internal Audit Performance for 2021/22 to 18th October 2021 against the Annual Audit Plan.

The committee was advised that there were no new areas of significant concern to highlight for this reporting period and the expectation was that all reviews identified at the beginning of the year would be cleared. A few areas had been removed due to staff sickness in the audit team and would be reassessed at Quarter 4 for inclusion in the 22/23 Audit Plan.

The committee raised a concern in respect of the high-risk exception in relation to annual gas servicing.

In reply the Chief Internal Auditor confirmed that the statistics related to Council tenants and the reason for the high exception was due to an average delay of 16.9 days for an annual gas service within the sample selected. She confirmed that emergency works had not been delayed.

In respect of concerns that the Hive strategic objectives were not being met she confirmed that there were good arrangements in place and a number of actions had commenced and were being implemented to resolve the issues.

In response to a question about the high-risk exception in respect of rent income it was confirmed that there would have been cash credits, however there should have been clear explanatory notes on file. This affected a reasonably small amount of refunds and she was satisfied that there were good arrangements in place to resolve the issue.

**RESOLVED that the Governance & Audit & Standards Committee noted:**

- (i) the Audit Performance for 2021-22 to 18<sup>th</sup> October 2021; and**
- (ii) the highlighted areas of concern in relation to audits completed from the 2021/22 Audit Plan, including follow up work performed.**

**49. Treasury Management Mid-Year Review 2021/22 (AI 6)**

(TAKE IN REPORT)

Michael Lloyd, Finance Manager (Technical and Financial Planning), introduced the report which informed the Committee of the Council's Treasury

Management position, ie. its borrowing and cash investments at 30 September 2021 and of the risks attached to that position.

In response to a question Mr Lloyd confirmed that loans from the Public Works Loan Board were generally competitive and represented value for money at the time they were taken out.

**RESOLVED that the Governance & Audit & Standards Committee NOTED**

- (1) That the Council's Treasury Management activities have remained within the Treasury Management Policy 2020/21 in the period up to 30 September 2021; and**
- (2) The actual Treasury Management indicators as at 30<sup>th</sup> September 2021 set out in Appendix A of the report.**

**50. Decision to Opt into the National Scheme for Auditor Appointments Managed by Public Sector Audit Appointments (PSAA) as the Appointing Person (AI 7)**

(TAKE IN REPORT)

Michael Lloyd, Finance Manager (Technical and Financial Planning), introduced the report which set out proposals for appointing the external auditor to the Council for the accounts for the five-year period from 2023/24.

In response to a question about the financial competitiveness of the Public Sector Audit Appointments offer, Mr Lloyd explained that this could only be found out retrospectively. The vast majority of local authorities used the Public Sector Audit Appointments for their external audit arrangements, and it was likely to represent better value due to the lower tendering costs involved.

**RESOLVED that the Governance & Audit & Standards Committee Recommended:**

**that Full Council accepts Public Sector Audit Appointments' (PSAA) invitation to opt into the sector-led option for the appointment of external auditors to principal local government and police bodies for five financial years from 01 April 2023.**

**51. Compliance with Gifts & Hospitality Register (AI 8)**

(TAKE IN REPORT)

Peter Baulf, City Solicitor, introduced the report which updated the committee on any issues regarding compliance with the Gifts & Hospitality protocol and to advise on remedies.

The City Solicitor confirmed that a high level of compliance had been demonstrated and no concerns had been raised.

He highlighted that seven Councillors had taken advantage of hospitality for the Victorious Festival and in doing so he had advised them that in accepting and declaring this hospitality it was likely that this would constitute either a personal and/or prejudicial interest that may preclude the member from taking part in a decision in relation to that particular organisation.

**RESOLVED that**

**(1) The Committee considered whether or not to make any recommendations for change and**

**(2) In the absence of any changes, noted the report.**

**52. Consideration of the political balance rules in relation to the constitution of Sub-Committees considering complaints against Members (AI 9)**

(TAKE IN REPORT)

Peter Baulf, City Solicitor, introduced the report which asked the committee to consider whether it wished to disapply the political balance rules in respect of its Sub-Committees and the Initial Filtering Panels which considered complaints against Members.

The committee had no questions in respect of this item.

**RESOLVED that the political balance rules are disapplied in respect of Governance and Audit and Standards Sub-Committees which are considering complaints against Members and also the same arrangement should apply in respect of Initial Filtering Panel membership.**

**53. Procurement Management Information (AI 11)**

(TAKE IN REPORT)

Richard Lock, Procurement Manager, introduced the report which provided evidence to allow the committee to evaluate the extent that Portsmouth City Council was producing contracts for goods, works and services in a legally compliant value for money basis.

He detailed the three key areas that the report focused on which were spend compliance, waiver exemptions and contract management.

Spend Compliance

91% of purchase orders were now linked to contracts as opposed to 71% in 2020. This was largely a result of the migration to the Oracle Fusion software.

All services were above 95% apart from Corporate Services which was 70%. There were however no specific concerns in respect of Corporate Services.

### Contract Award via Waiver

No significant concerns were raised, and the figure had fallen quite significantly in the past year with far less in respect of the Covid-19 pandemic and Brexit. Currently at £4m

### Contract Management Performance Monitoring

This was an area for improvement and more visibility was needed. This would be a focus for the remainder of the financial year.

There was one red indicator for the collection and disposal of hygiene waste at the Port and work had been put in place with the provider to address this matter. There were two amber status contracts at the port for the provision of building cleaning and security. An improvement plan had however been put in place and the situation would continue to be monitored.

The remaining amber scores had been misclassified due to incorrect scoring and should have been classified as either green or gold status with the exception of apprenticeship training in accountancy at level 2 and 4. It should be noted that whilst amber, they were performing to contract specification.

Additional training in respect of the KPI scoring system was needed to avoid future misclassifications.

In response to a question, it was confirmed that one third of contracts currently had no KPI scheduled which meant that their performance could not be measured. Quite a few contracts had been put on Fusion quickly to enable financial transactions to proceed. Officers would be working hard to remedy these lack of KPI's during the remainder of the financial year, however it should be noted that there were quite a few expired contracts within this number that would not require a KPI.

**RESOLVED that the committee NOTED the update report.**

The meeting concluded at 2.51 pm.

.....  
Councillor Leo Madden  
Chair

# Agenda Item 5



**Title of meeting:** Governance and Audit and Standards Committee

**Date of meeting:** 21<sup>st</sup> January 2022

**Subject:** Corporate Performance Report - Q2 2021/22

**Report by:** Kelly Nash, Corporate Performance Manager

**Wards affected:** n/a

**Key decision:** No

**Full Council decision:** No

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## 1. Purpose of report

- 1.1 To report significant performance issues, arising from Q2 2021-22 performance monitoring, to Governance and Audit and Standards committee (GAS) and highlight areas for further action or analysis.

## 2. Recommendations

- 2.1 The Governance and Audit and Standards Committee is asked to:
- 1) note the report in the revised format;
  - 2) agree if any further action is required in response to performance issues highlighted

## 3. Background

- 3.1 This report is the second of the resumed series of quarterly reports which highlight significant performance issues across the organisation.
- 3.2 Reports are compiled from information across the authority relating to priority performance areas, linked to the City Vision that was agreed in 2021, and key projects. For 2021/22, we have also started to develop a scorecard of corporate health, and early iteration of which is included in this report to show the direction of travel. As this develops, we will expect this to include further organisational considerations, for example, in relation to carbon management.
- 3.3 Expectations have been shared with Directors that reports should cover the breadth of organisational activity and enable GAS to discern a picture of performance in the organisation. Reports should provide an indication of both current performance and trends. Directors have been asked to make use of readily understood RAG (red; amber; green) terminology to describe perspectives where:

- Green is improving; exceeding or on plan
- Amber is no change or some degree of uncertainty about performance
- Red is deterioration; failing to achieve plan; or a high level of concern.

3.5 In order to make the key issues clearer to members, directors have been asked to provide summaries highlighting the issues the committee needs to be aware of (Appendix 1) with more in depth assurance around the management of performance and projects presented in further appendices.

3.6 The report is presented in the format which had been received favourably at previous meetings of GAS, but feedback on future reporting format is welcome. It should also be noted that at a previous discussion, it was noted that the indicators focus more on activity than high level outcome. In respect of quarterly monitoring, it is true that these tend to be more short-term, activity indicators to demonstrate that the organisation is undertaking the tasks that it believes needs to be done to achieve compliance with statutory responsibilities; or to improve outcomes. However, at the end of the year, the annual narrative report will look at longer term indicators and consider how activity has influenced these measures to inform future planning.

#### **4. Integrated impact assessment**

4.1 This report does not recommend any changes to services or policies and therefore an impact assessment has not been required. Any matters arising through performance or value for money consideration will be considered as a discrete process, and separate IIAs will be completed for these areas of work.

#### **5. Legal implications**

5.1 The report has incorporated legal implications and accordingly there are no other immediate legal implications arising from this report.

#### **6. Director of Finance's comments**

6.1 There are no financial implications to bring to member's attention at this stage. However, it should be noted that there could be further financial implications following further exploration of any of the performance issues raised in this report, and related future reports could result in financial implications. These will be flagged to members at the appropriate time.

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Signed by: David Williams, Chief Executive

**Appendices:**

- Appendix One - Director summaries
- Appendix Two - Priorities dashboard
- Appendix Three - Corporate Health dashboard
- Appendix Four - Major Project report

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by ..... on .....

.....  
Signed by:

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Appendix One - Director Summaries

ADULT SOCIAL CARE		
What's going well	What are our challenges ?	What are our immediate priorities?
<p>The Adult Social Care Strategy has been refreshed and launched to staff and colleagues, this will guide the work of the service for the next 3 years. The strategy aligns with the Portsmouth vision and the Corporate Plan.</p> <p>Longer term temporary funding has been agreed with Portsmouth CCG for the Discharge 2 Assess Southsea unit at Harry Sotnick House.</p> <p>The service has implemented the COVID-19 mandatory vaccination regulations with no loss of staff.</p> <p>The bid, (shared across council) for a rough sleeping team enabled a Social Worker to be based with the team for the next 3 years, working to help sustain stable housing options for our citizens.</p> <p>The 'topping out' ceremony for Patey Court took place. This development will open in 2022 and provide purpose built supported living accommodation for Portsmouth citizens with a learning disability. Work has begun on the 'Doyle Avenue' project, providing purpose built accommodation for supported living for our citizens who are eligible for Continuing Health Care funding.</p> <p>A transition manager has been appointed to work with young people who have received support from children's services and will need care and support as they become adults.</p>	<p>At the end of Q1 2021/22 availability of domiciliary care began to reduce in Portsmouth, this has continued through Q2 and there has been a wait of up to 7 days to identify domiciliary care. Whilst increased temporary funding was agreed through Portsmouth CCG, the Council has had to source care from outside of area and provide accommodation to bring increased care into the city.</p> <p>There is considerable pressure across several areas of ASC, the Duty, Safeguarding and Contracts teams lack capacity and demand has risen, putting the service under pressure.</p> <p>The workforce in our regulated care settings are under strain and we continue to use temporary staff resources to fill gaps. There is also pressure on our management tier in the care homes.</p> <p>The management of a Private Finance Initiative contract continues to place our contracts management resource under significant strain.</p> <p>Pressure across the NHS, both Covid and Non-Covid increases the numbers of people needing support to be discharged from Hospital, this is driving demand and could have an adverse financial impact on the Council's budget.</p> <p>The proposed inspection of Adult Social Care in Local Authorities will require staffing resource for preparation and administration, there are current unanticipated vacancies in management intelligence posts. The ASC strategy depends on a number of workstreams made up of individual projects, there is limited project management support for the officers accountable for delivery.</p>	<p>We continue working on recruitment with Portsmouth providers and PCC communications are supporting this effort. Government recently announced national funding of £162m to support care staff recruitment and we await detailed guidance for the fund. We continue to try to maximise available domiciliary care by review of those currently in receipt of care and facilitating independence. The shortage of domiciliary care has meant we have had to make temporary placements into care homes.</p> <p>Spend to save recruitments for contract officers are in process, a review of the first response from ASC to citizens is in process to enable a more timely response, some limited locum capacity has been sourced for safeguarding.</p> <p>Recruitment of a business manager for the care homes is in process and we are managing down agency cover costs and workign with HR colleagues on a temporary resource to work through Council processes in a more timely way and free up posts for recruitment.</p> <p>Continued engagement with legal and contractual advice to maximise value for money and explore other options for facilities management</p> <p>We continue to refine data to help understand the scale of the challenge and actively work with NHS colleagues to manage risk as Health &amp; Care Portsmouth.</p> <p>The Association of Directors of Adult Social Services, (ADASS) are engaging with Department for Health &amp; Social Care and the Care Quality Commission to shape the requirements for inspection. We are seeking short term resources to maintain the current mandated reporting returns and will bring forward a project urgently to shape data and intelligence in the future.</p> <p>We are seeking to build project management support into core staffing and setting spend to save options, (generated by achieving the projects) against this as a resource.</p>

**CHILDREN, FAMILIES AND EDUCATION**

What's going well	What are our challenges ?	What are our immediate priorities?
<p>The investment in the Family Safeguarding approach is having a significant impact, keeping more families together and avoiding spend on alternative care. This is very significant and provides a platform to help improve our work on LAC reunification and support for parents to avoid repeat care proceedings. Implementation of the Mockingbird model of foster care is also going well with great feedback from children, carers and birth families. Children's homes (including our short breaks centre) are performing strongly with significant improvement at Tangier Road, recognised in inspection. The partnership with the TSAT Multi Academy Trust to support schools develop their approaches to digital learning is driving innovation in schools - roundtable discussions on several themes have been completed and a Digital Development Day will be held in Q3. Key building projects to provide sufficient places in special and secondary schools are on track. Directorate IT programmes are also on track (upgrade to Mosaic and tender exercise to replace the education Capita ONE system). New CFE IT Board oversees 13 IT systems. School inspections have been positive. Integrated children's health and care commissioning in Portsmouth is highly regarded by NHS ICS colleagues; innovation around support for neuro diverse children attracting interest and funding from ICS leadership; Strong partnership working with all schools, a legacy of intensive pandemic related work and the Portsmouth Education Partnership. Strong school interest in Restorative and Relational Schools - 18 of 61 schools signed up for Wave One. A key plank in our strategy to improve school inclusion. Successful appointment of Head of Inclusion post and Head of Quality posts.</p>	<p>Post-lockdown increases in safeguarding activity have continued and the 'long tail' of Covid may be longer than we had hoped. In addition to the numbers, there is increased complexity and severity of harm to children - particularly around mental health, neglect and child exploitation. A small group of children at very high risk from criminal exploitation/engaging in serious violence. A number of children have not made a successful return to school following lock down; levels of chronic (more than 50%) and persistent (more than 10%) absence are a concern - though we are not an outlier compared to other LAs. Significant demand for mental health support and shortages in specialist staffing - beginning to be rectified by the NHS provider. A small number of highly vulnerable children in mental health crisis presenting at the hospital. Shortages in midwives are being addressed - but the national pressure in maternity services is being felt at QA Hospital. High numbers of care leavers - inflated by historically high UAM LAC numbers - is placing pressure on Teams and accommodation provision. The hearing for the Judicial Review on Elective Home Education which will take place in the next quarter and which has both local and national implications. A continuing rise in the proportion of young people who are not in education, employment or training (NEET) including care leavers and youth offenders</p>	<p>Continued strong oversight over early help and social care performance given demand headwind; workforce development in Family Safeguarding practice including motivational interviewing, expanding the Family Safeguarding model to reunification. Implementation of management restructure proposals in Children and Families to strengthen our support for vulnerable teenagers and care leavers. Piloting new Early Help Family Plan to improve system-wide early help response. Continued drive on the four key priorities identified by the PEP Strategic Board in order to support children's progress and improve outcomes i.e. digital learning phase 2; literacy; peer review; and planned roll out of inclusive / restorative practice in as many schools as possible. Work with Solent NHS Trust to manage demand for mental health support and continued staff recruitment. Identify placement options for UAMs allocated to us through the new voluntary (possibly to be mandated) National Transfer Scheme. Strengthen multi agency planning for LAC - embedding the new Outcomes Framework for LAC. Take all steps possible to secure delivery by DFE of the new special free school and draw up contingency plans to ensure places are available as needed from 2022/23. Strong engagement and advocacy for children in the creation of new governance and decision making arrangements for the Hampshire and IOW Integrated Care System (ICS). Responding to a Phase 3 of the Supporting Families national programme subject to Government Comprehensive Spending Review. Securing budget and governance alignment for a multi-disciplinary Neurodiversity Team. Recruitment of a permanent DCS.</p>

PUBLIC HEALTH		
What's going well	What are our challenges ?	What are our immediate priorities?
<p>Business as usual - summarised in paper to HOSP 16th September 2021.</p>	<p>Covid-19 has shone harsh light on some of the health and wider inequalities that persist in our society. It has become increasingly clear that the pandemic has had a disproportionate impact on many who already face disadvantage and discrimination. We need to reduce health inequalities across the City.</p> <p>The link between sustainability, climate change and health is recognised globally. At its most basic level, a sustainable city requires a healthy population; one that is resilient to the challenges of future climate change and one that is able to respond positively to the changes needed to enable sustainable communities, particularly as we move into post-pandemic socio-economic recovery.</p> <p>The Health and Wellbeing Board has articulated the challenges across the City and is focussing on 'The causes of the causes'</p> <p>The work with stakeholders in 2020, and the response from board members to the latest version of a strategy outline from Spring 2021, suggests broad agreement around the focus on a small number of key drivers of poor outcomes. These include the following areas which the Board is currently exploring further:</p> <p>Educational attainment            Air quality and sustainable travel            Positive relationships in safe communities            Tackling poverty            Housing</p> <p>Are these crucial issues best reflected as priorities in the strategy or addressed in some other way?</p> <ul style="list-style-type: none"> <li>•Addressing the underlying factors that put people at risk of poor health outcomes is essential</li> </ul>	<p><b>Business As Usual:</b></p> <p><b>There are 7 priorities for Public Health for 2021/22:</b></p> <ul style="list-style-type: none"> <li>- Reduce the harm caused by substance misuse including alcohol misuse</li> <li>- Reduce the prevalence of smoking, including smoking in pregnancy, across the city working with partners to ensure sustained system wide action</li> <li>- Reduce unwanted pregnancies by increasing access to Long-Acting Reversible Contraception (LARC) in general practice, maternity and abortion pathways, and strengthening LARC pathways with vulnerable groups</li> <li>- Promote positive mental wellbeing across Portsmouth and reduce suicide and self-harm in the city by delivering the actions within Portsmouth's Suicide Prevention Plan (2018-21) and the STP Suicide Prevention Plan (2019-20)</li> <li>- Reduce the harms from physical inactivity and poor diet</li> <li>- Work with Council partners to address the health impacts of the built and natural environment.</li> <li>- Enable an intelligence-led approach to addressing key health and care priorities for the city including supporting the ongoing response to COVID-19.</li> </ul> <p>And there are 3 cross-cutting programmes:</p> <ul style="list-style-type: none"> <li>☑ Address health inequalities with targeted attention on those that have the greatest need and are more likely to experience serious consequences of COVID-19</li> <li>☑ Work with Council partners to improve the wider determinants of health by improving educational attainment, employment opportunities, housing, transport, planning and the built and natural environment</li> <li>☑ Continue to lead the response to the COVID-19 pandemic focusing on public health advice to the council, partners and our residents.</li> </ul>

REGENERATION		
What's going well	What are our challenges ?	What are our immediate priorities?
<p>The Regeneration directorate is continuing to make a significant contribution to the key themes of our City Vision. Our work focuses on creating a sustainable and prosperous city for the benefit of everyone. The City Vision is supported by the Local Plan and Local Transport Plan and delivered through projects.</p>	<p>Covid-19 has had a significant impact on the economy, the way we live, work, travel and spend our leisure time and will continue to do so for the foreseeable future. These longer lasting effects of the pandemic mean that our work to regenerate the city is now even more important than ever before.</p>	<p>We will continue to work strategically on the delivery of services to enable recovery post Covid-19. There will be a focus on development of the city that enables growth, uses new technology, protects the environment and promotes health and wellbeing. The climate change agenda, social value and inclusion will underpin all areas of our work. Regeneration will take a lead role in major projects and programmes that will create and enable change in our city.</p>

HOUSING, NEIGHBOURHOODS AND BUILDING SERVICES		
What's going well	What are our challenges ?	What are our immediate priorities?
<p>COVID July - September 2021 - no restrictions (work placed changes holding)</p> <p>Directorate managed the transition through the road map well and the adjustments to the service delivery.</p> <p>Home working setting maintained where possible and risk assessment appraised dynamically for services delivery in person and via offices</p> <p>Teams engaged with 'Connectivity Work' to understand longer term working arrangements</p> <p>Rate of infection in Portsmouth remains a concern - work based measures holding</p> <p>Testing site - Somerstown Hub - May/June discussions commenced to downsize the provision but with the aim of holding onto a testing site but bringing back into use the sports hall. Completed and new arrangements working well. Funding in place to secure the provision until the end of the financial year.</p> <p>Rough sleeping - Acquisition of the three properties was completed.</p> <p>Procurement commenced for a provider for the period Oct 2021 - March 2024. Announcement made in June 2021. Issues in supply chain created the need to agree an extension for the Kingsway property to enable cladding remediation works. Housing Cabinet update report planned for July 2021.</p> <p>Q.2 all works complete and service set up an operating across all three sites. Day services now relocated into the 'Hub' at Kingsway.</p>	<p>COVID 19 - managing BAU (in a covid safe way), managing the extraordinary demands arising from the pandemic and continuing to the administration's priorities. Staff absence remains stable but there is a general sense of fatigue in the workforce and resilience is low.</p> <p>Housing demand (statutory duties) continues - rise in homeless applications Q.2 stabilised but increase in the number of families/individuals placed in temporary accommodation causing issue in cost and increase in the use of B&amp;B/Hotel accommodation. Other LA's reporting similar issues.</p> <p>Reduced levels of housing supply - PCC housing teams operated BAU for voids focussed on flow of voids. RSL supply slowed as many RSL's reverted to an emergency only service .. Q.2 saw some recovery with RSL voids starting to come through to normal levels.</p> <p>Financial impact of COVID on service delivery and customers continuing to see the impact on tenants/leaseholders with increases in levels owing across key indicators. Rough sleeping work has been funded via the governments COVID grants, NSAP grant secure longer term funding but dependent key outcomes by 31st March (delivered but Kingsway required extension - still small risk of payback of some of the grant if revised dates for Kingsway are not met). Housing general fund will feel the brunt of the temporary accommodation which were already under significant pressure pre-covid.</p>	<p>COVID 19 - Managing the ongoing measures and demands arising from the pandemic.</p> <p>Working through the connectivity programme to embed new ways of working.</p> <p>Continuing to monitor customer demand and progressing the system work looking at area office demand, out of hours demand and repairs demand to shape and inform the design of the housing services.</p> <p>Monitoring absence levels and general staff morale - ensuring leave etc. used and short breaks to maintain resilience.</p> <p>Strategic work with members (and HCC) to navigate key strategic decision impacting on the waste infrastructure.</p> <p>Work to address the HRA deficit (2022/23) and General Fund pressures (particularly the pressures linked to waste and temporary accommodation)</p> <p>Responding to the issues arising from the Energy crisis (emergent at end of Q.2) and potential impact on the HRA and General fund budget position.</p> <p>ARAP - working with MOD and members to expand the provision from 9 properties to 18 properties.</p>

AKAP scheme set up with 9 MOD properties leased at the end of Q.1 and operational in Q.2. Great partnership work. Late Q.2 discussions underway to expand the scheme with the leasing of a further 9 MOD properties should be in place during Q.3.

Contractors have adapted working practices and maintained most of the development sites e.g. Doyle Avenue and Patey Court. Housing developments coping well with material / supply issues - no significant delays.

Buy back scheme remains active with significant numbers of properties in the pipeline also a significant acquisition of two properties to be approved in housing cabinet October 2021.

Successful funding bid made for Brownfield Developments - secures a longer term pipeline for housing development (custom build) and Cabbagefield. Waste mangement team (BIFFA) contractor weathered the issues related to drive shortage and maintained much of the collection services. Team also prepared and rolled out food waste expansion to now cover 2/3rds of the City.

Appointment of deconstruction contractor for HH & LH houses made (Hughes Salvedge) start date Spring 2021 - deconstruction work progressing well. Excellent social value statements and strong communications.

Development work through RIBA stage 2 progressing well and strong community engagement.

Material supply cost increase and shortage - building services starting to see the impact of supply chain shortages (some linked to Suez issue), Brexit but also potential demand issues increasing costs. Financial appraisals include contingency but some schemes may need adjustments to account for the increase costs. Estimating potential 10%-15% increase in material costs.

End Q.2 emergent issue in Energy markets - potential for an in year budget pressure on HRA/General fund and impact on residents.

**CULTURE, LEISURE AND REGULATORY SERVICES****What's going well**

Sites have been open and operating throughout the summer. This has included a full events programme, including the return of Live At The Bandstand. The Victorious Festival also returned this summer. Further functions have been fully stood up including Rhyme Time at the Library Service. 1125 children in the city participated in the Summer Reading Challenge and over 4000 children & adults attended the Winners Event at Southsea Castle. Clare Forsyth of the Library Service was nominated for the Libraries Connected Awards 2021 for her work in the development of the hybrid bookfest. The total reach of the summer campaign for Put The Wind In Your Sails generated 1,734,339 customer impressions. With regard to sports development, fitness membership and learn to swim programmes are delivering high growth against forecast. The Regulatory Services team recently prosecuted a rogue trader who defrauded a member of the public out of £124,000 - the victim received £106,000 reimbursement under the Proceeds of Crime Act

**What are our challenges ?**

Projects and BAU maintenance work are likely to be affected by the significant inflation in the construction market affected by Brexit and the pandemic affecting logistical supply lines. The recent fuel disruption also has a potential impact on service delivery. The directorate has put together a priority list to identify those who, whilst not critical users, meet service level criteria or individual criteria in order to deliver. Whilst there is a fall in Covid related deaths, Registrars continue to be extremely busy enabling the backlog of weddings to be held. This quarter is also the nationally recognised peak births season which puts the service under pressure in terms of meeting the prescribed timescales.

**What are our immediate priorities?**

The service is engaged in submitting a number of capital bids including Round Tower, St Georges and Festoon Lighting. A further number of bids are being submitted as part of the landlord's maintenance budget. There are ongoing pressing priorities to meet the milestones of our directorate projects. The directorate is looking forward to the Great South Run event, which resumes in October this year, numbers are anticipated in the region of 16,000.

**FINANCIAL SERVICES**

What's going well	What are our challenges ?	What are our immediate priorities?
<p>Fusion ERP going well; Successful delivery of government support grants to businesses; Directorate working well under current Covid guidelines; 2021/2 Accounts closed within timeline</p>	<p>Learning to use new Fusion software effectively . Also learning new technology tools - Teams; Back log of leave accumulated by some staff; Some areas of high pressure resulting in staff fatigue; Shortage of resources</p>	<p>Annual Revenue and Capital budget exercise; Quarter 2 Leader monitoring; LiAison with external auditors for a successful conclusion to the 20/21 audit; Post implementation review of Fusion; Recruitment to vacant trainee posts</p>

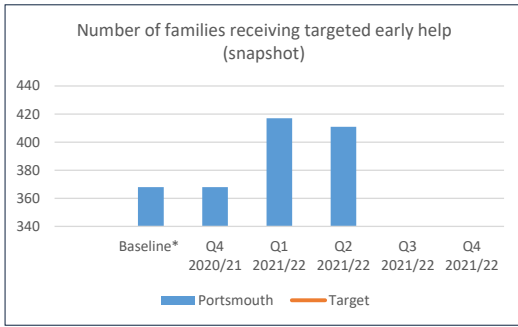


**CORPORATE SERVICES**

What's going well	What are our challenges ?	What are our immediate priorities?
<p>Implementation of HR module of Fusion continues to progress well</p> <p>Delivery of Covid responses/recovery interventions continues as reported in previous quarter, positive correlation between comms campaigns and vaccine uptake. Community Champions programme development (Covid funded) for dissemination of trusted covid information to communities incl. covid testing, vaccination etc.</p> <p>Good uptake of learning and development interventions, particularly on managing a remote/hybrid workforce</p> <p>Staff Race Equality Network progressing well, establishment of a staff carers network and raised profile of Equality, Diversity and Inclusion agenda. Successful recruitment to Equalities Officer (start date December 2021)</p> <p>Delivery of IT Strategy continues on track (M365 phase 1 complete, now progressing Phase 2, Azure cloud migration project underway. LFFN project in final stages to give PCC sites superfast broadband connectivity - a game changer. LFFN connections to PCC sites going live during November 2021</p> <p>budget consultation achieved over 2,000 responses, wave 3 of resident engagement re pandemic in train for Nov-Dec 2021</p> <p>Staff Wellbeing tools and advice continues</p> <p>Relationship and partnership working approach with trades unions remains positive</p> <p>Directorate collaborative working (both within the Directorate and across the organisation)</p> <p>Staff commitment and dedication to delivering excellent customer service and enabling front line to continue to operate</p> <p>Staff engagement throughout the pandemic and high degrees of acceptance of a permanent move to more flexible, hybrid ways of working among both staff and managers</p> <p>Funding secured for implementation of tools and equipment (hybrid meeting rooms, resourcing booking system) for the civic office to enable a covid safe return to work in line with the aims of the connectivity programme.</p> <p>Successful transfer of Facilities Management Team and Health and Safety Team into Corporate Services Directorate from 1 November 2021.</p>	<p>Workforce burnout - over the last 12 months:</p> <ul style="list-style-type: none"> <li>- 3 members of staff have brought forward plans to retire</li> <li>- 2 members of staff have left with no other job to go to</li> <li>- 6 members of staff have left for roles attracting higher pay for the same job and/or better terms and conditions.</li> </ul> <p>The staff in these roles have particular skill sets that are not replicated in the team and therefore represent single points of failure. In all cases use of market supplements is now having to be applied to attract candidates (one role is now on it's third attempt at recruitment even after applying a market supplement) with the rest of the team having to carry additional work often without the full range of skill and experience needed.</p> <p>Turnover is also high in lower graded roles across the directorate. All these factors represent risk to delivery of support services and therefore support to front line services who rely on corporate support, increased costs, and some are in areas/functions that residents rely on e.g. council website, customer services.</p> <p>Resources - the demands on support services continues to be high - there is a high workload burden arising from the response to Covid whilst at the same time needing to deliver BAU or in the delivery of BAU in a Covid safe way. Some additional resources are funded by Covid funding but where this is short term funding it is not always possible to secure quality candidates for short contracts aligned to the funding so teams are having to pick up the slack. Where Covid has increased workloads (e.g. childcare caseload for legal) there is no additional funding available and/or inability to recruit due to labour market shortages</p> <p>Resources - IT overspend is being mitigated and a plan is in place to deliver against planned savings in line with IT strategy and capital investment agreed in 2019. Although budget remains tight.</p> <p>Connectivity Programme established and funding secured for Phase 1 (civic office), however funding still needed for phase 2 (workplaces other than civic, e.g. Medina House)</p>	<p>Staff wellbeing and resilience</p> <p>Recruitment</p> <p>Future Ways of working/Connectivity</p> <p>LFFN connections to council buildings</p> <p>Secure funding for replacement of council wide switchboard (ARC telephony system used by City Helpdesk, Parking, Housing etc.)</p> <p>Secure funding for continuation of Digital Customer Experience Programme (previously known as Channel Shift) in order to deliver pipeline of work to meet customer expectations for digital services, improved customer experience and opportunities for front line services to achieve efficiencies</p> <p>Continue to support Covid recovery (vaccination uptake, comms campaigns, research and insight)</p> <p>Continue to progress Living Wage Accreditation work</p> <p>Ongoing delivery of Social Value Policy</p> <p>Further develop approach to Equalities, Diversity and Inclusion including review and update of equalities strategy</p> <p>Further develop community engagement activity (in collaboration with PH) with particular focus on addressing inequalities (health, social and economic)</p> <p>Progress M365 phase 2 project</p> <p>Progress Azure project (move of IT infrastructure off the data centre and into the cloud)</p>

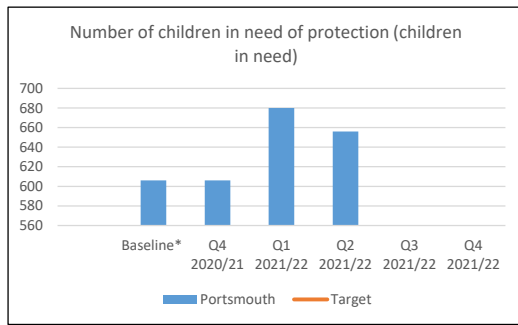
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## A happy and healthy city



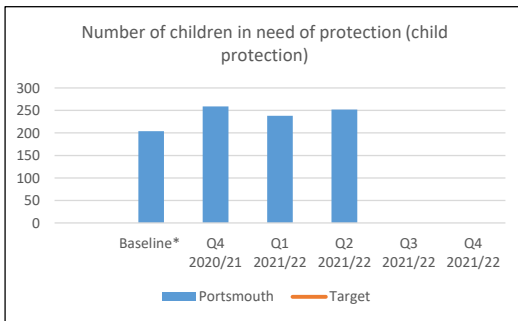
RAG against target  
Amber  
RAG against trend  
Red

**COMMENTARY**  
The rate of PCC children in care at Q4 2021 was 86.5. Although consistently higher than the South East (and currently ranking 16th out of 21 other LAs), the rate is showing signs of decline MoM. The medium term drop in UAM rate is helping bring the numbers down



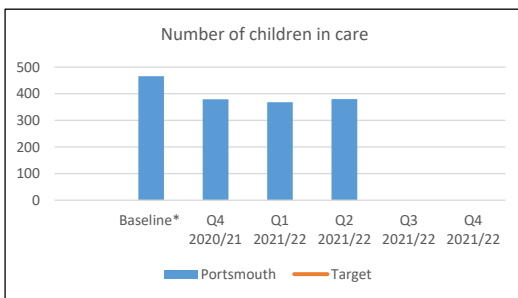
RAG against target  
Amber  
RAG against trend  
Green

**COMMENTARY**  
At last report (March 2020) nationally we recorded the lowest rate of CiN in the last 8 years (323.7). The rate of CiN for PCC at Q4 2021 was 368.9 (per 10,000 0-17 year olds), consistently higher than that of the South East.



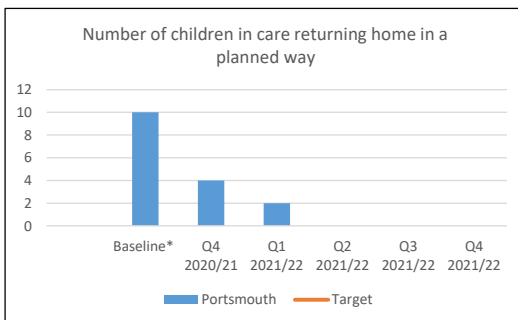
RAG against target  
Amber  
RAG against trend  
Red

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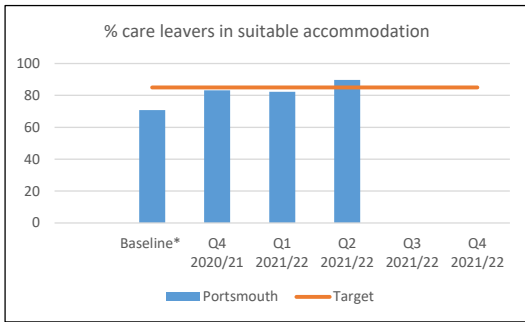
RAG against target  
Amber  
RAG against trend  
Red

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RAG against target  
Grey  
RAG against trend  
Red

**COMMENTARY**  
We need to increase the numbers of children returning home in a planned way and this is a key priority for the coming year. Covid has disrupted the capacity of the service to safely manage children returning home.



RAG against target

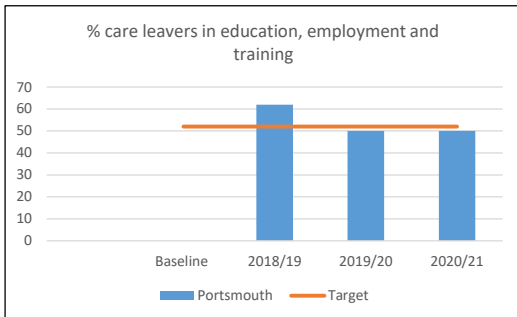
Green

RAG against trend

Green

**COMMENTARY**

One challenge is around the provisions for care leavers, although the young people engaged with the team are 18 years old, developmentally they are not. This provides real challenge in presenting them with provisions that they are able to cope with. Access to good quality housing is problematic - the team would like greater emphasis on bespoke and tailored needs led provision. The team want to also reduce the reliance on hostels and open up more accommodation choice.



RAG against target

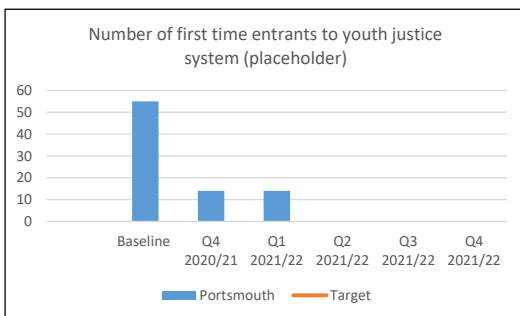
Red

RAG against trend

Red

**COMMENTARY**

Q4 data for 2021 shows this figure at 55%, an increase from the previous qtr (42%) and above the South East figure of 54%. There are concerns around the impacts of Covid in his area, given that the employment market will have even stronger competition post pandemic, making access even more of a challenge for our care leavers in the City.



RAG against target

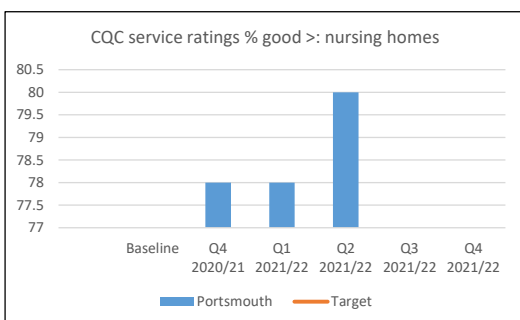
Amber

RAG against trend

Amber

**COMMENTARY**

Positively, national returns confirm a reduction in PYOT FTE rate (which had been predicted based on local figures) and secure a Green RAG rating for the first time. However, we are still placed 6th/7 amongst our comparators. Of note, our rate has reduced by a greater percentage than in other YOT areas, and some have seen an increase. It is possible that PYOT throughput has been impacted by COVID, namely reduced opportunities to commit some forms of crime during lockdown periods, and potentially also impact on Policing and the Courts. However, it would also appear local initiatives may now also be having an impact.



RAG against target

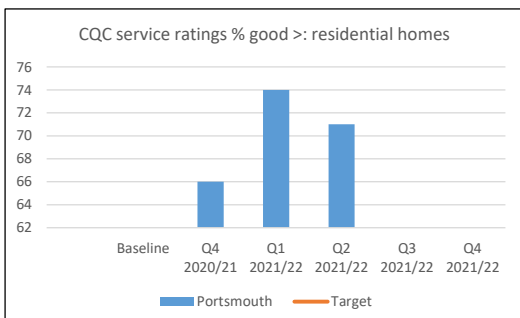
Green

RAG against trend

Green

**COMMENTARY**

For Portsmouth City Council owned homes, Harry Sotnick House is rated good



RAG against target

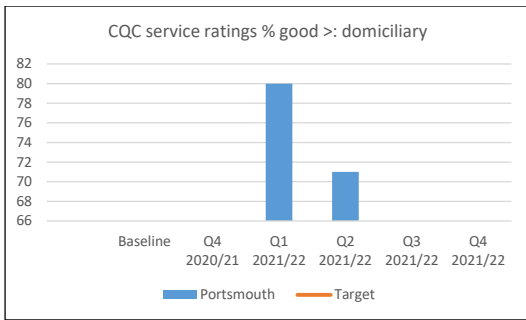
Amber

RAG against trend

Amber

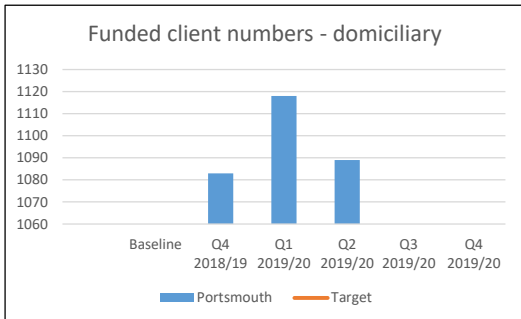
**COMMENTARY**

Commentary: Shearwater rated good by CQC. Russets rated Requires improvement



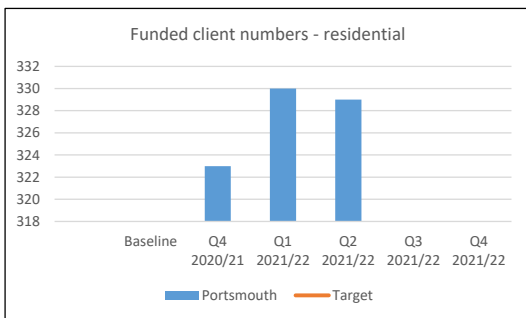
RAG against target  
Amber  
RAG against trend  
Amber

COMMENTARY  
1 provider outstanding , 3 providers not yet inspected.



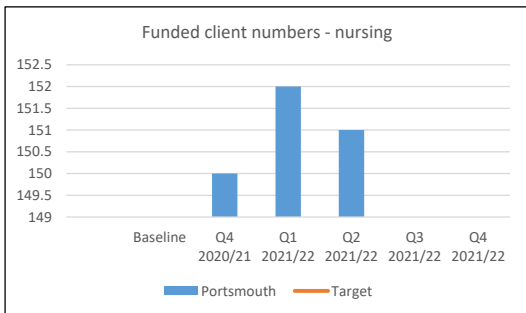
RAG against target  
Amber  
RAG against trend  
Grey

COMMENTARY  
ASC clients, includes all funding streams (eg covid funded clients). Snapshot at the end of each quarter. Q1 has been refreshed, Q2 will settle slightly.



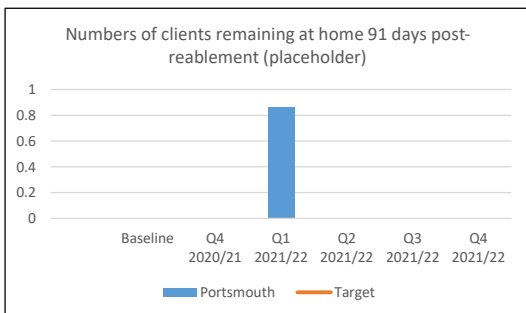
RAG against target  
n/a  
Grey  
RAG against trend  
Amber

COMMENTARY  
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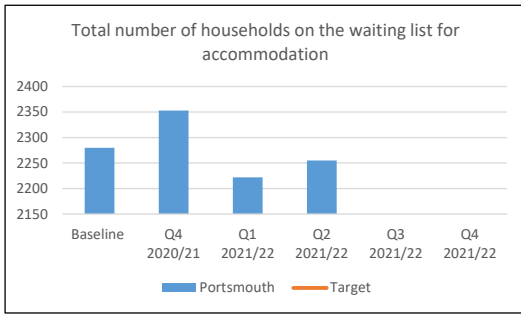
RAG against target  
Grey  
RAG against trend  
Green

COMMENTARY  
ASC clients, includes all funding streams (eg covid funded clients). Snapshot at the end of each quarter.



RAG against target  
RAG against trend

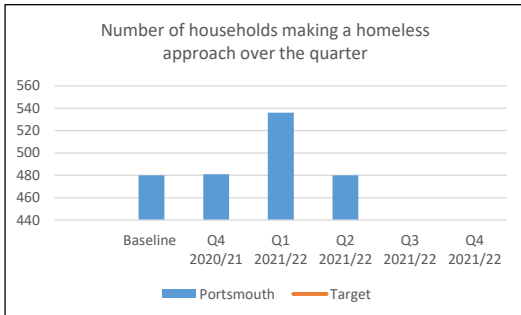
COMMENTARY



RAG against target  
na

RAG against trend  
na

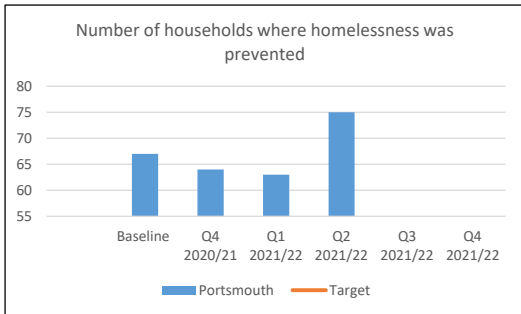
**COMMENTARY**  
Do not show RAG ratings - this is because these are records of approaches made and are therefore not measures; the Directorate can have no impact on these figures as they just reflect the situation in households within the Portsmouth area, the data is included for information only.



RAG against target  
na

RAG against trend  
na

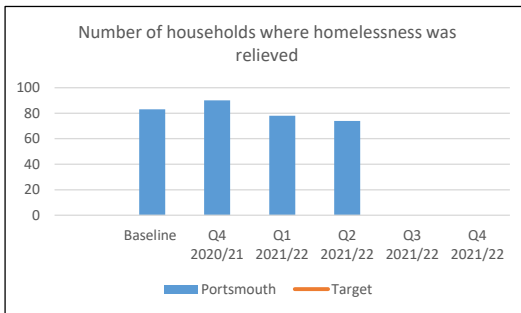
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RAG against target  
na

RAG against trend  
na

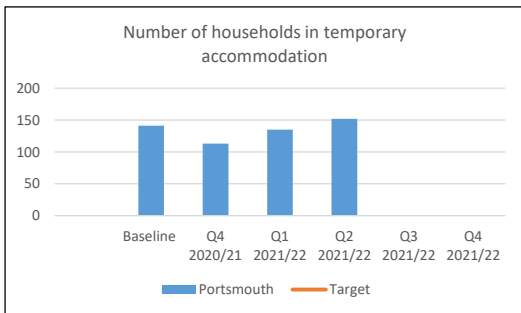
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RAG against target  
na

RAG against trend  
Amber

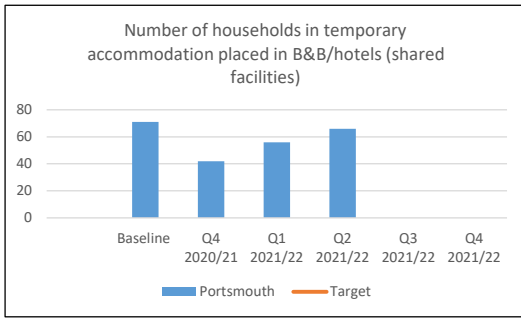
**COMMENTARY**  
Private rented sector market conditions and economic situation has potential to impact on ability to relieve homelessness.



RAG against target  
na

RAG against trend  
Red

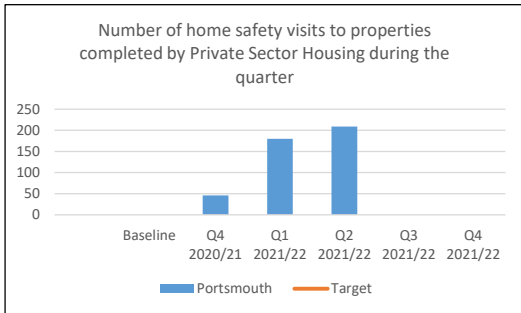
**COMMENTARY**  
Post pandemic- Housing demand (statutory duties) continues to rise in homeless applications Q.2 stabilised but increased in the number of families/individuals placed in temporary accommodation causing issue in cost and increase in the use of B&B/Hotel accommodation. Other LA's reporting similar issues.



RAG against target  
na

RAG against trend  
Red

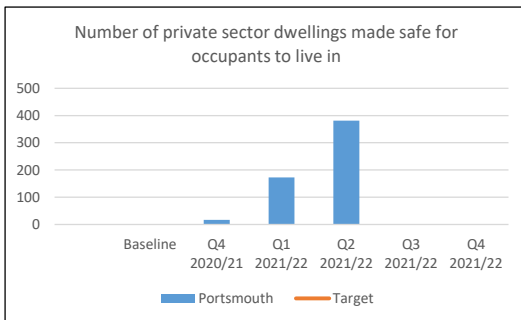
**COMMENTARY**  
An increasing trend particularly of single persons, has resulted in more demand on temporary accommodation and an increase in costs.



RAG against target  
na

RAG against trend  
Green

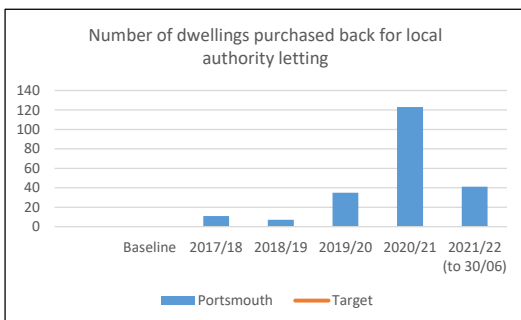
**COMMENTARY**  
This is a new measure and there is no established baseline. The number of inspections is increasing due to Covid restrictions easing mid-May.



RAG against target  
na

RAG against trend  
Green

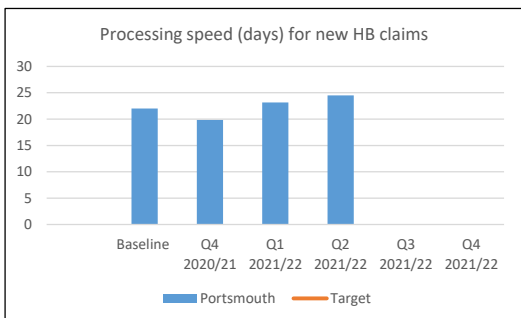
**COMMENTARY**  
Inspections of properties have now increase, reflected in the significant rise in number for objective 1. Q2 2021/22 continues to be impacted by lockdown restrictions as a result of Covid-19. The PSH Teams, including the Housing Renewals Team (who process the Disabled Facilities Grant works) and Housing Standards & Licencing Team (Now Housing Regulation Team who help make people's homes safe) started revisiting properties from May 2021. As DFGs take several months full e2e time, we are unlikely to see a significant rise on completed cases until later this financial year.



RAG against target  
na

RAG against trend  
na

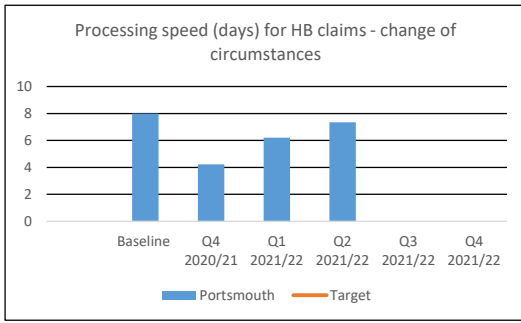
**COMMENTARY**  
Due to the nature of the data presented in this measure the information is produced on an annual, not a quarterly basis. 2021/22 Figure as at 30/06/21.



RAG against target  
Green

RAG against trend  
Amber

**COMMENTARY**  
Processing speed for new claims is being impacted by DWP delays in assessing Universal Credit, and the release of resources to administer the NHS Test & Trace Support Payments scheme as part of the government's response to Covid-19. Housing Benefit is administered by our Revs & Bens function on behalf of the Department for Work and Pensions (DWP), and we are in regular contact with the department who remain confident in the performance standards being achieved at Portsmouth. We had anticipated some improvement in performance in Q3/4 following the planned end of the NHS Test & Trace Support Payments scheme, however this scheme has since been extended again to



RAG against target



Green

RAG against trend



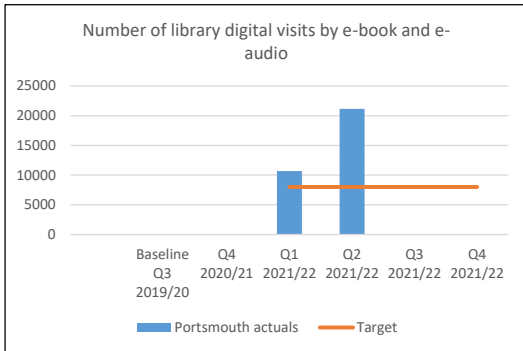
Green

**COMMENTARY**

Processing speed for changes in circumstance is impacted by the release of resources to administer the NHS Test & Trace Support Payments scheme as part of the government's response to Covid-19. Q4 2020 performance is seasonally low as the measure includes large volumes of 1 day processes associated with the annual benefit uprating exercise. (Comparing this to Q1 2021 performance is therefore misleading). Housing Benefit is administered by our Revs & Bens function on behalf of the Department for Work and Pensions (DWP), and we are in regular contact with the department who remain confident in the performance standards being achieved at Portsmouth.



# Culture and creativity



RAG against target

GREEN

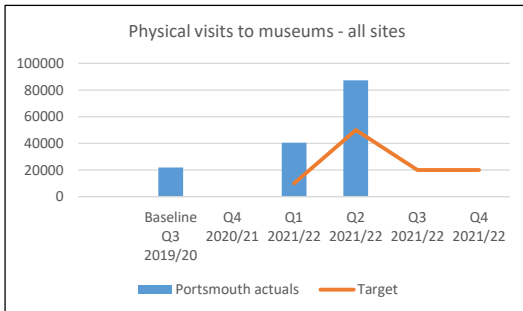
Green

RAG against trend

na

## COMMENTARY

All areas exceeding targets as this area grows in popularity. Note increasing pressure on Book Fund for E Book and E Audio.



RAG against target

GREEN

Green

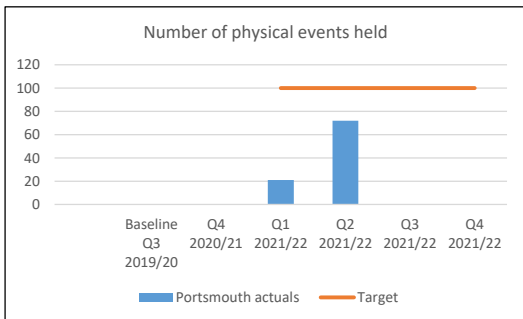
RAG against trend

GREEN

Green

## COMMENTARY

Good engagement in visitor numbers over the summer period. Visitors not detracted by application of Covid measures across all sites.



RAG against target

AMBER

Amber

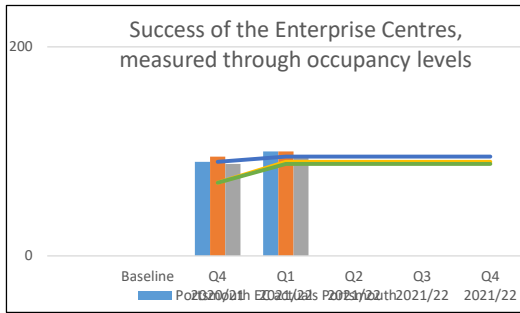
RAG against trend

Grey

## COMMENTARY

Physical events returned as scheduled in line with the government's published Covid guidance. Focus has been on event applications submitted & Covid measures in place. Due to changing regulations, due diligence has been taken when reviewing applications .

Priority- Encourage regeneration built around our city's thriving culture, making Portsmouth a great place to live, work and visit

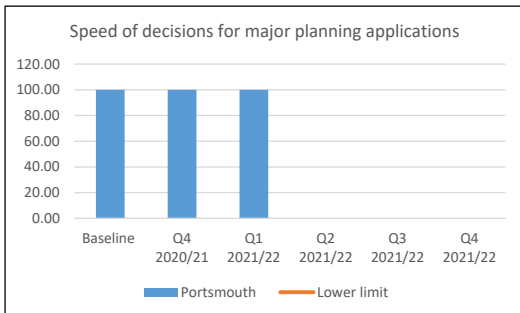


RAG against target  
Green

RAG against trend  
Green

Green

COMMENTARY

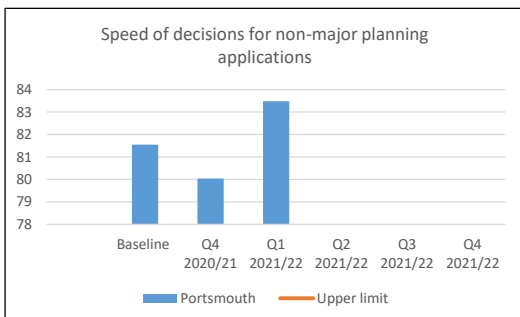


RAG against target  
Green

RAG against trend  
Amber

Amber

COMMENTARY  
 Commentary:  
 Q4 of 2020/21 - three major applications, one determined within stat period, two within an agreed Extension of time  
 Q1 of 2021/22 - two major applications, one determined within stat period, one within an agreed Extension of time

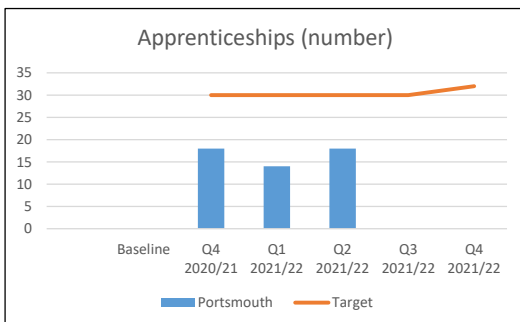


RAG against target  
Green

RAG against trend  
Green

Green

COMMENTARY

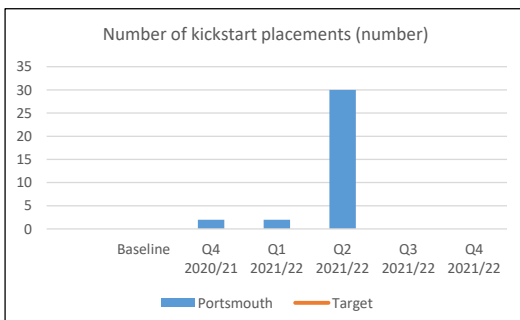


RAG against target  
Red

RAG against trend  
Red

Red

COMMENTARY  
 Commentary: Apr 21-Mar 22 target 122



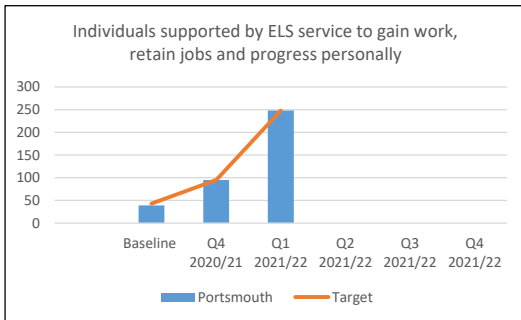
RAG against target  
Green

RAG against trend  
Green

Green

COMMENTARY  
 Commentary: 3 resignations in Q3. Over ten vacancies to fill. Working with Regen to promote and highlight successful placements so far.

# Lifelong Learning



RAG against target

Green

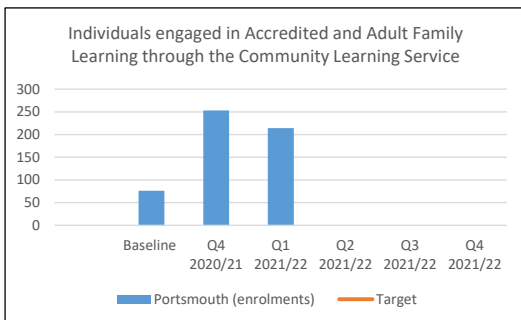
RAG against trend

Green

Green

### COMMENTARY

Commentary: Individual programmes have performed outstandingly in Qtr 2 but throughout, meeting targets for progression and sustainability across 2 programmes. Qtr 2 includes 48 jobs through the My Future In Portsmouth Youth HUB in Qtr 2 (opened Mar 21) From July 21 RESTART commences with significant growth in the resource.



RAG against target

Amber

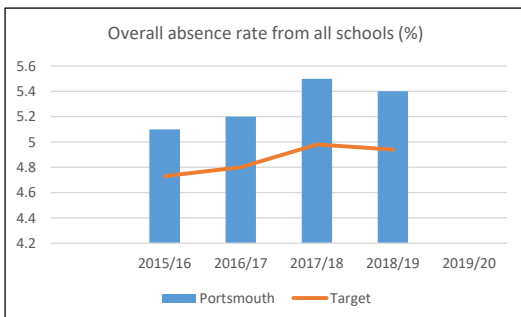
RAG against trend

Amber

Amber

### COMMENTARY

Commentary: The impact of Covid shows heavily in engagement numbers, improving with opening up. Good retention and achievement figures to support. AMBER rated due to external influences (Covid) impacting on enrolments



RAG against target

Red

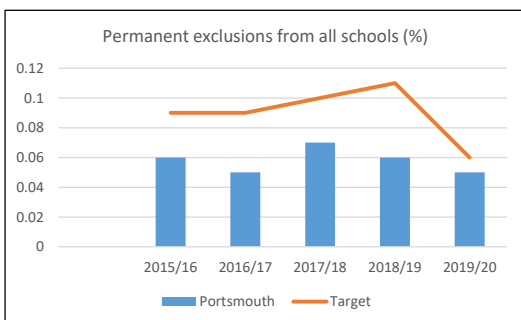
RAG against trend

Green

Green

### COMMENTARY

Commentary: Overall absence rates in Portsmouth have decreased in Autumn 2020. Additionally, national rates and our statistical neighbour rates have also shown a decrease. The persistent absentee rate has increased for Portsmouth and our statistical neighbours in Autumn 2020. Furthermore, national rates have actually shown a decrease.



RAG against target

Green

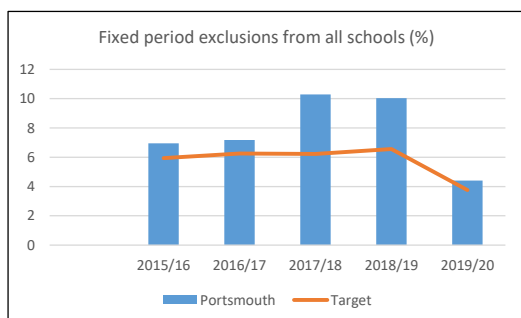
RAG against trend

Green

Green

### COMMENTARY

Commentary: Government statistics show that permanent exclusions have increased by 71% in the UK in the last seven years. In Portsmouth however, our percentage of permanent exclusions is lower than the national picture and we are currently ranked 29th out of all LAs.



RAG against target

Red

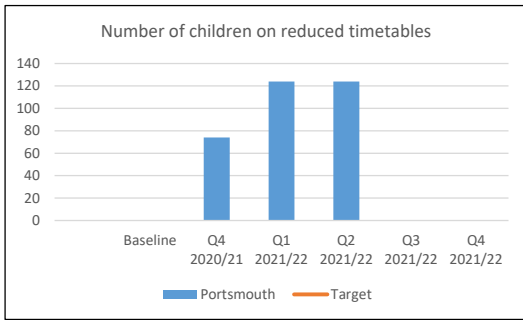
RAG against trend

Green

Green

### COMMENTARY

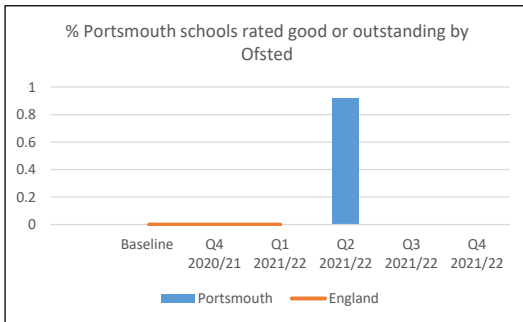
The overall suspension rate was 4.4% of pupils in Portsmouth in 2019/20, which is a decrease of 5.6 percentage point(s) compared to 2018/19. Portsmouth is ranked 7th out of 11 statistical neighbours and 114th out of 151 LAs (with suspensions data) nationally.



RAG against target  
Grey

RAG against trend  
Red

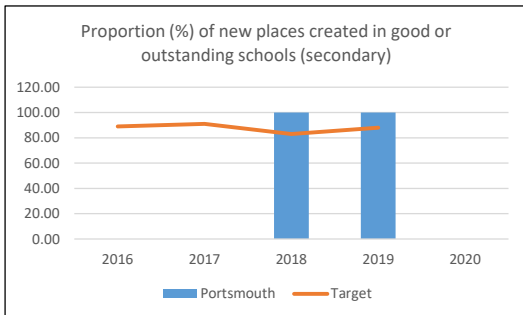
**COMMENTARY**  
Evident reduction in children on reduced timetables but likely reduction due to Covid and partial school closures. More accurate data will emerge this term



RAG against target  
Green

RAG against trend  
Green

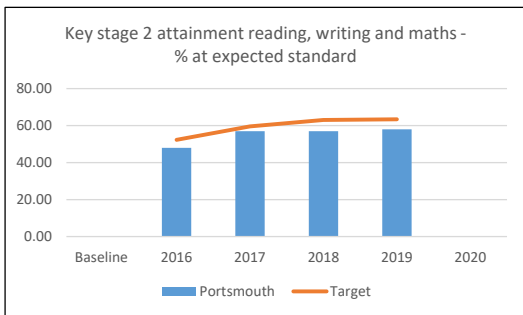
**COMMENTARY**  
Continued good school inspection outcomes across the city.



RAG against target  
Green

RAG against trend  
Green

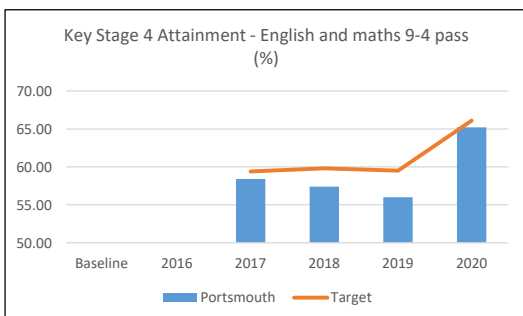
**COMMENTARY**  
The KPIs used are based on the outcome of the ESFA scorecard which comes out following the analysis of the SCAP return. As last years SCAP return was cancelled and this years has just been submitted it is unlikely that we will know the outcome of this until later in the year. It is likely that the implications of both Brexit and the pandemic will have an impact on both costs associated with project delivery and also pupil number forecast assumptions.



RAG against target  
Red

RAG against trend  
Green

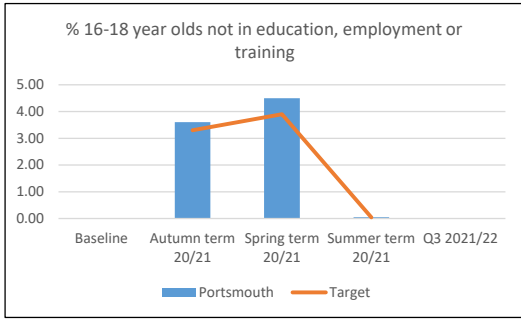
**COMMENTARY**  
Commentary: Whilst the South East (and nationally) FTE rates dropped, Portsmouth's rate remained stable and is currently higher than that of the South East, the stat neighbour average and national figures. Literacy and maths are a key issues in Portsmouth and it has been identified that large proportions of children are failing to achieve good development levels in these areas at EYFS. Although Portsmouth's most disadvantage pupils fare worse than disadvantaged pupils nationally, the gap between disadvantaged and non disadvantaged is smaller than the national gap.



RAG against target  
Red

RAG against trend  
Green

**COMMENTARY**  
Commentary: In Portsmouth the proportion of young people achieving a 9-4 (standard) pass in English and Maths 43.4%, lower than the national picture. We are currently ranked 127th out of all LAs. Our closest statistical neighbour is ranked 141. The proportions of young people achieving 9-4 passes in English and Maths has increased year on year but remains slightly behind the national and South East picture. When looking at the most recently available ethnicity breakdown, white British white pupils are far below non white British pupils in the City.



RAG against target

Red

RAG against trend

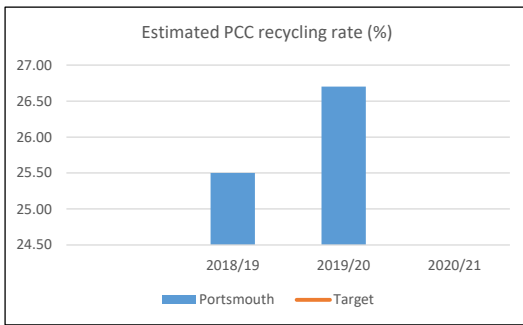
Red

Red

**COMMENTARY**

Commentary: When considering year end figures, Portsmouth have fewer proportions of 16 & 17 year olds in education and training than the national average and are ranked 115 out of all LAs. Our nearest statistical neighbour is ranked at 135. Whilst the percentage of young people (16 to 18) recorded as NEET has reduced (the figure for the most recent quarter is below that of the previous year's baseline), the percentage of young people 16 to 18 whose whereabouts are currently unknown has increased significantly, this trend mirrors that of an issue experienced nationally.

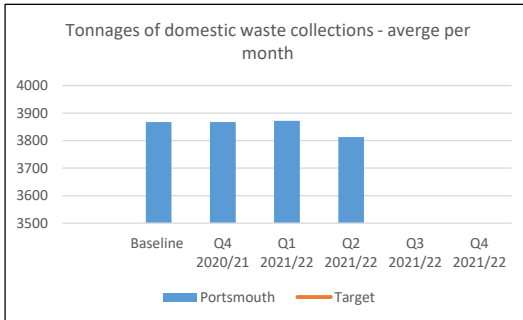
# A green city



RAG against target  
na

RAG against trend  
Amber

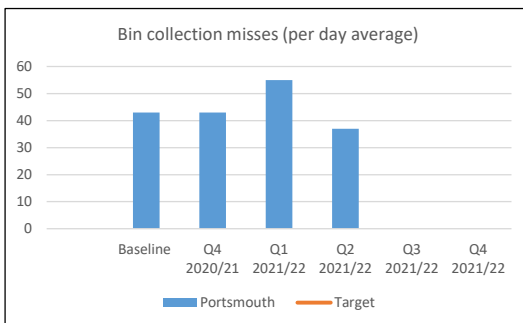
**COMMENTARY**  
Commentary: Figures are produced annually. Rate for 2019/20 is 26.7% - this is the first full year rate since wheeled bins were introduced. Food waste rollout should improve this further.



RAG against target

RAG against trend  
Green

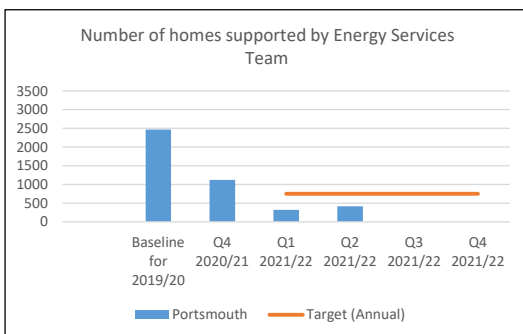
**COMMENTARY**  
Q1 2021 has increased a little but still stable, still more people working from home, excess waste policy is in place again so tonnages should stabilise, Q2 Tonnage continues to remain higher than pre-pandemic levels due to home working and change in behaviours



RAG against target

RAG against trend  
Amber

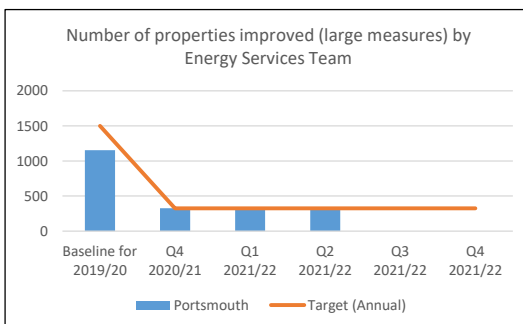
**COMMENTARY**  
Additional collections added in September 2020 (FW2 - about 12,500 properties), has been some changes made to rounds which led to some settling issues, additionally there were multiple vehicle breakdowns (fleet currently undergoing refurb programme so this should reduce).Q2 driver shortage issues and increased covid isolation meant that the service remained under strain although misses reduced, further reductions expected. Vehicles have completed refurbishment programme.



RAG against target  
Amber

RAG against trend  
Green

**COMMENTARY**  
Commentary: All schemes: LEAP, Redress, Switched On Solar

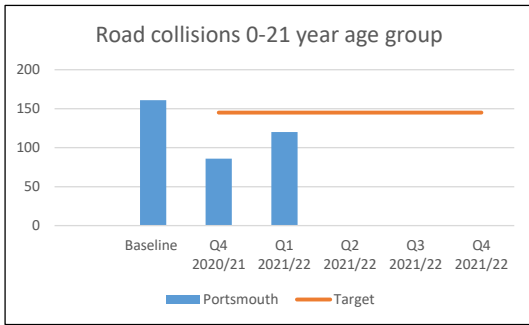


RAG against target  
Amber

RAG against trend  
Green

**COMMENTARY**  
Commentary: All schemes: LEAP, Redress, Switched On Solar

# Easy travel



RAG against target

Green

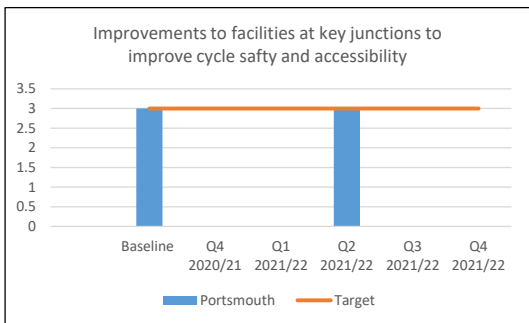
RAG against trend

Green

Green

**COMMENTARY**

Road collisions 0-21 year age group changed to Number of casualties as we are looking to reduce casualties in totality rather than a targeted age group. We believe Covid-19 has played a significant role in the reduction of casualties as there has been a reduced number of vehicles on the road due to lockdown. It is important to note the data used to populate these figures is updated by Hampshire constabulary and the most up to date data we have is for Q1 2021/22.



RAG against target

Grey

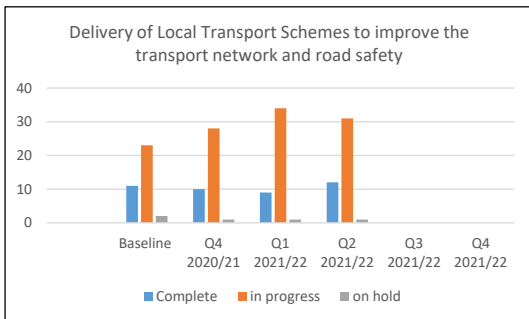
RAG against trend

Grey

Grey

**COMMENTARY**

designs for pedestrian & cycle improvements for several junctions between Goldsmith Avenue (starting at Haslemere Road) through to St Michael's Gyratory on Winston Churchill Avenue are progressing, with public consultation due to start in November. Talbot Rd/Goldsmith Ave receiving specific focus in terms of Liveable Streets aspirations, is due to be made one way, and safer for cyclists, keeping cllrs informed in the process.



RAG against target

Green

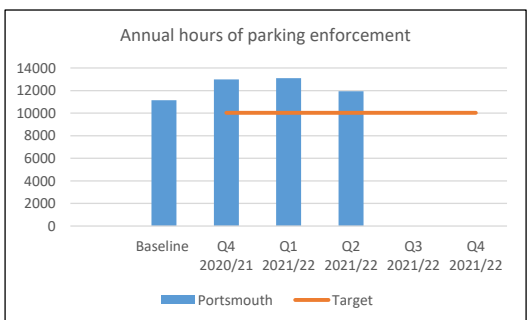
RAG against trend

Green

Green

**COMMENTARY**

Schemes are progressing well with most prior year schemes nearing the delivery stage though difficulties in obtaining equipment and limited availability of contractors has led to delays in scheme delivery.



RAG against target

Green

RAG against trend

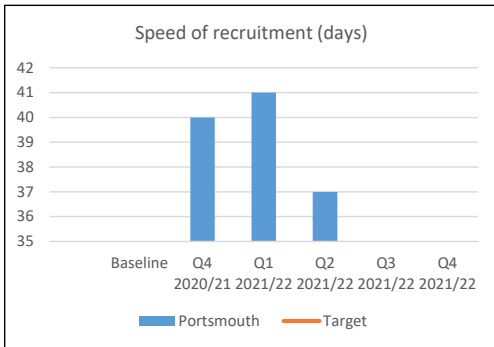
Green

**COMMENTARY**

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## Efficient and effective support services



RAG against target

RAG against trend

**Green**

COMMENTARY

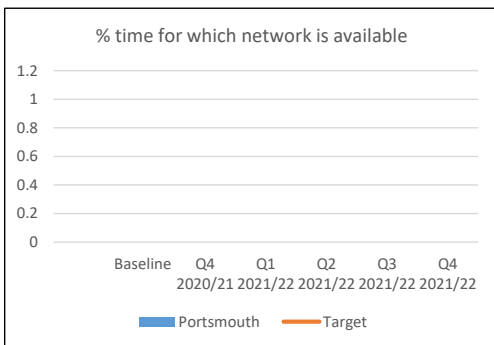


RAG against target

RAG against trend

COMMENTARY

As a % of general fund and HRA

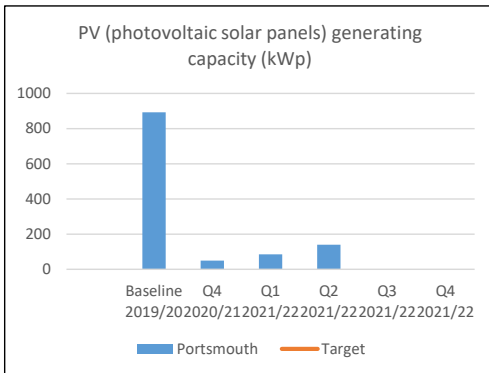


RAG against target

RAG against trend

COMMENTARY

## A greener organisation



RAG against target

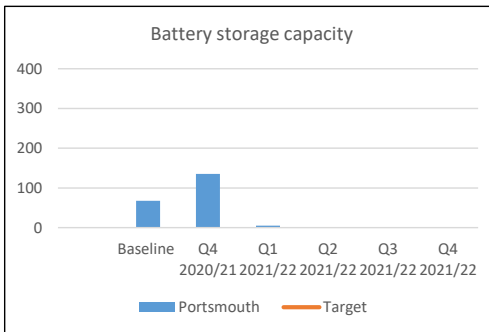
Green

RAG against trend

Green

COMMENTARY

Total of Solar Photovoltaic generating capacity on PCC buildings



RAG against target

Green

RAG against trend

Green

COMMENTARY

Total size of Battery Storage capacity on PCC buildings, co-located with PV systems (store access energy from the PV system to be used at night). Global shortage of semiconductor/microprocessors has led to delay in materials for jobs. Will be caught up before end of financial year (materials now in stock for ongoing projects)



RAG against target

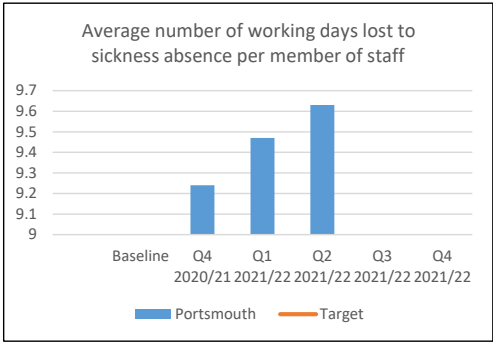
Green

RAG against trend

Green

COMMENTARY

# An inclusive and effective workforce



RAG against target

Grey box

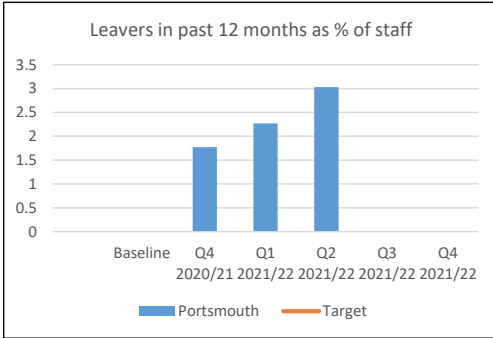
RAG against trend

Yellow box

Amber

COMMENTARY

Compared to the start of the pandemic overall absence figures are down but have increased in some areas in the last two quarters.



RAG against target

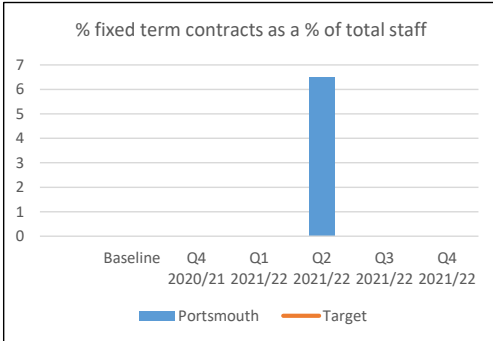
White box

RAG against trend

White box

COMMENTARY

Quarterly 3.03%      12 month 8.67%



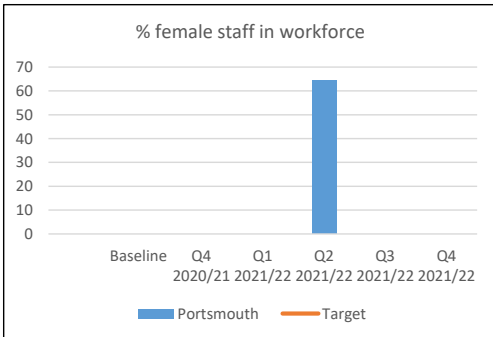
RAG against target

White box

RAG against trend

White box

COMMENTARY



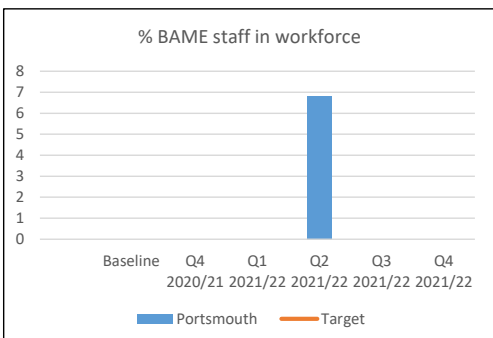
RAG against target

White box

RAG against trend

White box

COMMENTARY



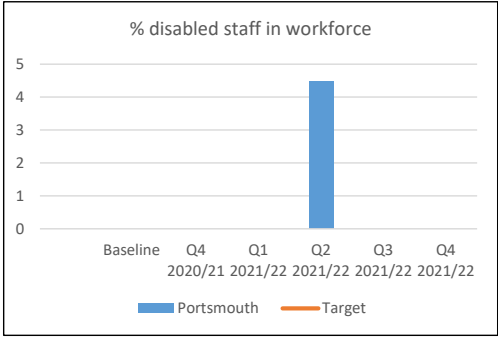
RAG against target

White box

RAG against trend

White box

COMMENTARY

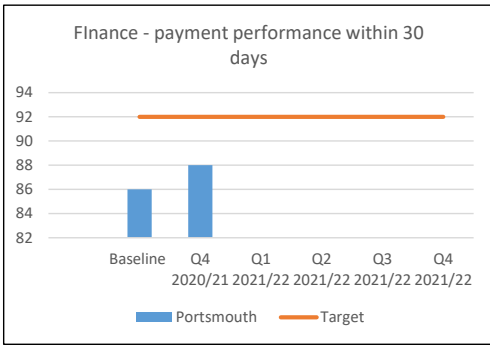


RAG against target

RAG against trend

COMMENTARY

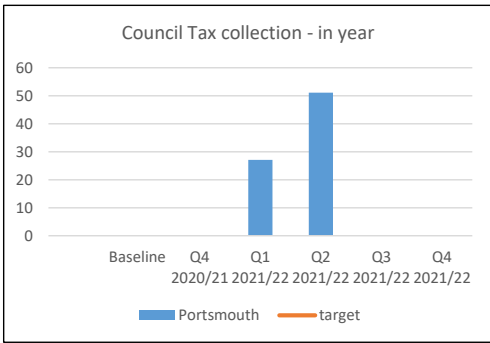
# A responsive organisation



RAG against target

RAG against trend

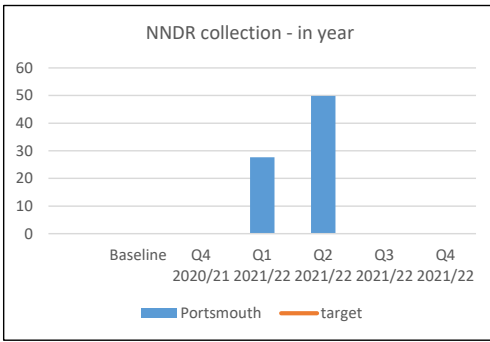
**COMMENTARY**  
Reporting from Fusion under development



RAG against target  
**Green**

RAG against trend  
**Green**

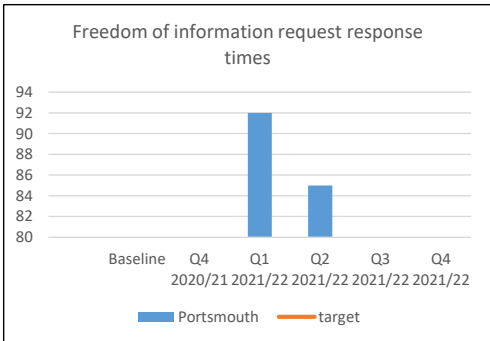
**COMMENTARY**  
Commentary: The collection impact caused in 2020/21 by the Covid-19 pandemic makes comparisons to last year problematic. At the close of Q2 2020 in-year collection was 50.61%, which has increased to 51.08% in 2021/22. Whilst collection remains impacted by the pandemic, for example the council's inability to escalate recovery via the court, collection appears to be on an upward trend in comparison to last year. Comparing performance to 2019/20 may therefore be more useful. Q2 2019/20 achieved collection of 53.63%, suggesting 2021/22 collection performance is so far down 2.55% against pre-Covid 19 in year collection rates, however with more residents choosing to pay instalments over 12 months rather than the statutory 10-month instalment plan, direct comparison has some flaws. We have just received agreement from the Court to start to convene liability order hearings in respect of local taxes, with a first court date set for late November. This is anticipated to have a positive impact on the recovery of local taxes, however collection improvements should be viewed cautiously, as we continue to manoeuvre collection and recovery through an uncertain period.



RAG against target  
**Green**

RAG against trend  
**Green**

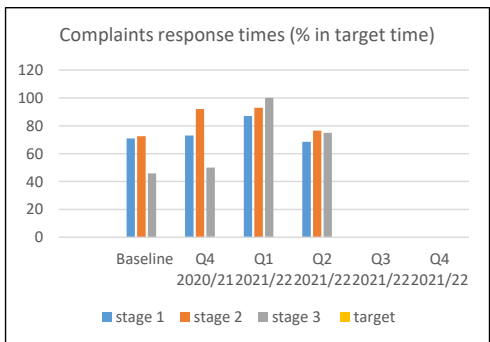
**COMMENTARY**  
The collection impact caused in 2020/21 by the Covid-19 pandemic makes comparisons to last year problematic. At the close of Q2 2020 in-year collection was 48.38%, which has increased to 49.88 in 2021/22. Whilst collection remains impacted by the pandemic, for example the council's inability to escalate recovery via the court and restrictions that have impacted business during Q1, collection appears to be on an upward trend in comparison to last year. Comparing performance to 2019/20 may therefore be more useful. Q2 2019/20 achieved collection of 55.18%, suggesting 2021/22 collection performance is so far down 5.3% against pre-Covid 19 in year collection rates, suggesting some return to pre-covid-19 performance levels. We have just received agreement from the Court to start to convene liability order hearings in respect of local taxes, with a first court date set for late November. This is anticipated to have a positive impact on the recovery of local taxes, however collection improvements should be viewed cautiously, as we continue to manoeuvre collection and recovery through an uncertain period.



RAG against target

RAG against trend

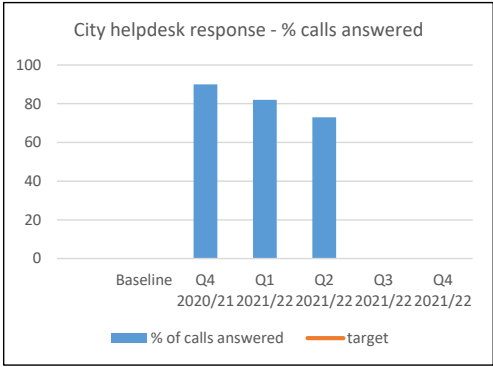
**COMMENTARY**  
67 FOI/EIR requests received and 85 DPA in Q2



RAG against target

RAG against trend

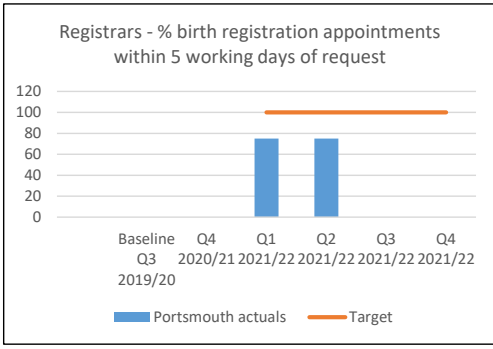
**COMMENTARY**  
There are very few stage three complaints, therefore one stage 3 complaint that misses the timescale makes a significant difference to the percentage of stage three. One corporate complaint officer, off long-term sick from beginning of Q2 - impact on response times



RAG against target

RAG against trend

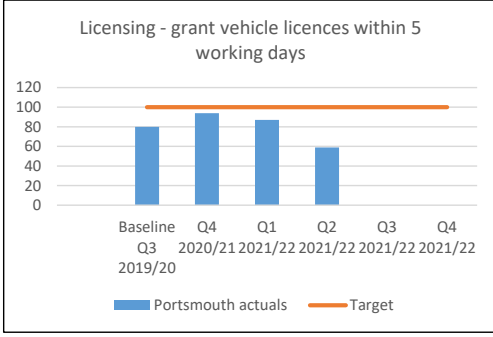
**COMMENTARY**  
 note city helpdesk does not answer all the council's customer service calls, customer services for areas including LA housing, housing options, revs and bens, parking, rubbish and recycling/clean city, and ASC are handled within service areas. speed of answer in Q1 and Q2 affected by staff turnover/vacancies and time taken to upskill new starters (to train a fully skilled CHD advisor takes 12 months). 13723 calls in quarter; average wait time 5mins 45secs.



RAG against target

**Amber**  
 RAG against trend

**COMMENTARY**  
 100% births were registered within the 42 day statutory requirement. Pressures: Backlog of births to register and escalation of marriages. The service received a high number of customer calls on queries on behalf of other local authorities. The team is comprised of young workforce who may be identified by track and trace. Also higher number of deaths to be recorded as a priority over births registration.



RAG against target

RAG against trend

**COMMENTARY**  
 We have seen a greater demand for vehicle licences in this quarter which has led to delays with vehicles being tested at the Council's nominated garage. This is in conjunction with annual vehicle testing. Discussions are ongoing with the manager of the nominated garage to meet the demands currently being experienced.



RAG against target

RAG against trend

**COMMENTARY**  
 There is no uniformity to retail visits - it depends on appetite / need. Due to other pressures and priorities, retail & advice visits are unlikely to take place until Q3 or Q4.

Major Projects												
Name of Programme/project	Project Summary	Directorate	Member Champion	Cross party engagement forum	Estimated project cost (latest forecast)	Project - current stage	Start Date	Next milestone (date and description)	Planned Finish Date	Status - timescale	Status - budget	Risks
<b>A happy and healthy city</b>												
New models of care (community independence service)	This relates to the enhancing of Adult Social Care's in-house reablement service. Team have started to produce measures demonstrating positive outcomes. ASC has increased recruitment to the CIS - working with more people to maintain independence. Duty redesign will increase referrals into the CIS.	Adult Social Care	Cllr Jason Fazackerley		£595k per year	Delivery	2018	Recruit staff (rolling objective) - reablement assistants and occupational therapists	2021	AMBER	AMBER	Targeting reablement to achieve greatest reductions in costs remains complex. The team is currently targetted to review people discharged from Hospital and a funding agreement is in discussion with Portsmouth CCG colleagues around extending the team for a further 12 months.
Edinburgh House	Merging of in-house care homes and creating new extra care facilities under way. Now reviewing plans for dementia extra care to continue to manage demand for residential services.	Adult Social Care	Cllr Jason Fazackerley		£9.7m capital bid	Redesign		Moving from the physical design to a model of operations, maintainign input into the refurbishing of the building once work begins.	2023	GREEN	GREEN	Getting the modelling right for meeting demand with the purpose of reducing long-term residential placements.
Domicilliary care intervention	Redesigning how Adult Social Care provides personal care to people in their own homes. Working with providers and finance on model to be tested.	Adult Social Care	Cllr Jason Fazackerley		n/a	Redesign	2018	Tender for the 'app' to enable a significant pilot to commence.	2022	AMBER	AMBER	Ability of private providers to engage and respond positively to change. Financial capacity for PCC to pay the rates required for care and supply of
Integrated localities intervention	Systems thinking is being applied to support the integration of health and social care community teams.	Adult Social Care	Cllr Jason Fazackerley			Redesign	2018	PCN engagement plan not able to be developed by September 2021, given the impact of NHS pressures in the local system.	N/A	AMBER	AMBER	Ability to scale up effectively. Organisational barriers around integrated management systems - the refreshed challenge post-pandemic remains alignment to Primary Care Networks. The service needs to conduct some
Integrated Discharge to Assess Pathway	Review of Rehab / Reablement investment Consolidation of community Beds Increase in Home First capacity	Adult Social Care	Cllr Jason Fazackerley		c. £3.2m per year	Business case approval	2020	Sign off of business case and consolidation of community beds. Whilst there is in principle agreement to the number	2022	AMBER	GREEN	A sustainable operating model that is able to meet the increased needs of people being discharged from hospital in a timely way. (increased
Telecare/assistive technology	Assistive Technology intervention commenced, enabling a better understanding of how to integrate assistive technology as part of care and support plans. PCC care homes will be introducing electronic care planning, eReception and electronic MAR (medical administration records)	Adult Social Care	Cllr Jason Fazackerley			Intervention redesign	2018	Testing of new pieces of equipment/tech and work on formulating a joint health and care strategy including care homes and care planning. Switch over for the current 'telecare' system to digital	2022	AMBER	AMBER	Understanding both specialist and financial requirements within a complex technology market.
Sustainable Care Strategy	Pandemic increased capacity in care homes in the city, without further central government funding, providers are at risk and have increased costs to manage their 'voids'.	Adult Social Care	Cllr Jason Fazackerley		Increased costs to the ASC budget, limited placements at the rate ASC would expect to pay.	Assess causes, refresh commissioning strategy, portfolio brief.	2021	Share commissioning strategy with sector working group. Draft Portfolio/Cabinet Paper.	2022	AMBER	AMBER	Management capacity and project management to move the project forward has not been available over Q2 - project management and senior
National Inspection of ASC	Current Health & Care Bill will introduce inspection of Local Authority delivery of Adult Social Care.	Adult Social Care	Cllr Jason Fazackerley		To be confirmed - Self assessment, evidence gathering, peer review.	Assess objectives and workplan,	2021	Workplan and timeframes produced by Sept 2021	2022	RED	AMBER	Capacity to prepare for the inspection, ASC has not faced national inspection for over a decade and resources have reduced over time accordingly. Project to introduce a workflow system is planned, but resource only recruited in Q3. Unanticipated resignation in management information service has pushed status into
Implement the Liberty Protection Safeguards	Change in the Mental Capacity Act from Deprivation of Liberty Safeguards to Liberty Protection safeguards. This is a significant change to practice and involves legal literacy, conversion training for Best Interest Assessor staff, a change to practice for NHs and Children's Social Care colleagues.	Adult Social Care	Cllr Jason Fazackerley		Range of £50 > £100k, project manager and learning & development, comms launch and materials.	Awaiting publication of Code of Practice; legal literacy training and development scoped at a regional level.	2022	Publication of code of practice, giving clarity of training needs	Implementation Apr 2022.	RED	AMBER	Code of Practice was due to be published by DHSC in June 2021, still not published in November 2021, this compresses the timeframe for implementation and places the service at risk of not having the time to prepare for implementation.

<b>Remodeling Children's Mental Health Support</b>	Redesigning pathways to ensure need is met at an earlier point, reducing demand for CAMHS	CFE	Cllr Suzy Horton		CCG Investment secured	Current pathway mapping	Apr-21	Oct 21 - Revised SMH Pathways designed	Mar-22	Green	Green	None
<b>Relocation of Family Contact Centre</b>	Relocation of the service from Battenburg Avenue site	CFE	Cllr Suzy Horton		Unknown currently	Consideration of potential new location/building	Feb-20	Sep 21 (Decision)	Jul-22	Green	Green	None
<b>Remodelling care placements for highly Vulnerable Looked After Children</b>	Joint work with other LAs on commissioning specialist residential care	CFE	Cllr Suzy Horton		Unknown currently	Problem definition and partnership creating	Apr-20	Sep 21. Specifications drawn up. W.Sussex capacity to lead project determined.	Mar-23	Green	Green	SESLIP capacity to take forward
<b>Family Safeguarding</b>	Embed model of social work practice with adult practitioners working within children's services. Focusing on supporting the needs of children and adults in order that children can safely remain within their families	CFE	Cllr Suzy Horton		Current costs covered by existing budget provision; future additional invest to save investment to be	Consideration of expansion of the resource to support reunification planning for children in care	Jul-21	Oct-21 - Proposal for service expansion to adequately resource reunification and work on repeat care proceedings	Mar-22	Green	Amber	Invest to save proposal needs agreement
<b>Securing and retaining social workers</b>	Sustaining a robust and resilient workforce (including the development of the Stronger Futures website)	CFE	Cllr Suzy Horton		Covered by current budget provision	Website completed	Nov-19	Communications plan Market testing of local offer	Mar-22	Green	Green	Salary competition from other councils
<b>Integrated Working for Looked After Children</b>	Improving outcomes for LAC through better social care, health and education integration	CFE	Cllr Suzy Horton		Covered by current budget provision	Recommendations Agreed for Improvement	Jan-21	Oct - 21. Initial Panel model set up. Co-location of key teams. Outcomes framework embedded	Mar-22	Green	Green	None
<b>Enhancing System-Wide Early Help</b>	Enabling universal services to offer increased early help support for families	CFE	Cllr Suzy Horton		Covered by current budget provision	Review of the Early Help Assessment	Apr-21	Oct-21 Pilot of new Family Early Help Plan in 10 schools. Mapping of school pastoral support	Mar-22	Green	Green	
<b>Integrated Neurodiversity Service</b>	Developing a multi-disciplinary team for ND children and their families	CFE	Cllr Suzy Horton		£200,000 (NHS)	Function mapping	Mar-21	Oct 21 - Staffing model developed.	Aug-22	Green	Green	Funding secured
<b>MOSAIC Upgrade and Mobile Working</b>	Maintaining the Children and Families case management system (planned annual upgrades), including the development of mobile working opportunities.	CFE	Cllr Suzy Horton		£40k	Mapping, testing and preparation of the upgrade. Developing project specification for the mobile working	Jun-21	MOSAIC Upgrade Oct-21	Mar-22	Green	Green	
<b>Data Insight Hub</b>	Technical solution to matching child-level data across systems	CFE	Cllr Suzy Horton		£150,000 (NHS funds)	Scoping and procurement	Jan-21	Preferred supplier identified	Dec-22	Green	Green	NHS Transformation Funding secured (£150k)
<b>COVID 19 Specific Project - Street Homeless and Rough Sleeping</b>	<p>Phase 1 - MHCLG call to bring everybody in (collapsing the day and night services to create COVID safe self-contained accommodation) - IBIS hotel accommodation model</p> <p>Phase 2 - ongoing demand. Increased the 1 x IBIS hotel to 2 x IBIS hotels (holding approx. 200 individuals)</p> <p>Phase 3 - Exit plan (Q.2) (Both IBIS hotels exited and interim accommodation and funding secured till March 21. The interim accommodation secured is located in Elm Grove, Registry buildings and a partnership with The Housing Network in the private sector. Long term bid submitted and in final stages of assessment by MHCLG who have provided positive feedback. Long term plan will require a re-shaping of the support we provide in this area.</p> <p>Phase 4 - Street Homelessness and Rough Sleeping Partnership Strategy 2018-2020 now in final form (consultation completed in December 2018). Next phase is the development of the 'accommodation first' strategy which links support and accommodation through partnership working with public services and the voluntary sector. Current 'shelter / night bed service' funded until End March 2020. MHCLG bid submitted awaiting outcome for funding 2021/22.</p> <p>Phase 5 - Funding from RSAP and RSI received and property purchased with remedial works being completed by 31 July 2021. New support contract awarded in June 2021 and starts 01 October 2021. Exiting from use of The Housing Network properties on 31 August 2021. Phase 6 - PCC need to submit its plan to end rough sleeping to MHCLG in August 2021.</p>	HNB	Cllr Sanders	Portsmouth City Rough Sleeping and Homelessness Partnership Group	£10m (includes £4.6m of RSAP funding for capital and revenue)	Phase 5	01-Apr-20	01/10/2021 Start of new Support contract in accommodation and move of the Homeless Day Service to become the Homeless Advice Hub in Kingsway House	01/10/2021 signifies the start of BAU until the end of the current support contract and funding in March 2024	GREEN	GREEN	<p>No statutory duties</p> <p>No long term funding in place</p> <p>Limited alternative accommodation</p>



<b>King George Playing Fields - Football Facilities Plan</b>	<p>The city council submitted an expression of interest to the FA's Parklife programme. Portsmouth was invited to proceed to Stage 2 of the process and has worked with the county FA, Football Foundation and local clubs to produce a Local Football Facilities Plan. The plan sets out the priorities for future investment. King George V pavilion was damaged by arson in 2017 and the site has been identified as the preferred site for enhanced pavilion and pitch provision, subject to Football Foundation funding. The city council were awarded £36k towards initial feasibility work, of £60k POC is continuing to work towards submitting a bid for Football Foundation funding to deliver the project at King George V playing field</p>	CLRS	Cllr Ben Dowling	Ward councillors engaged. Football Foundation (as funding partner). Hampshire FA and local football clubs. Local residents.	£5m	RIBA Stage 2-3	2017	Submission of bid Jan - Mar 2022	Autumn 2023	Achievable	Project has £1.2m capital funding allocated towards PCC contribution.	Bid submission does not meet timescale. Project does not receive FF support.
<b>Leisure Centres Redevelopment</b>	<p>The existing sports facilities at Eastney Swimming Pool and Wimbledon Park Sports Centre are approaching end of life and are expensive to run, requiring ongoing subsidy. By combining the pool, sports hall and gym into a single 'wet and dry' facility it is likely that the need for subsidy is avoided. The existing sites are not suitable for a combined facility so an alternative location is needed. Taking this approach also enables access to up to £2m Sport England grant. Bransbury Park, incorporating the community centre there is seen as the best site by members. This is subject to a planning appraisal which is ongoing. Q2. On 6.8.2021 the project board approved the appointment of Alliance Leisure Services Ltd as development partner. Their brief is to develop design to RIBA Stage 3. We will retain the option to proceed to construction with Alliance if appropriate</p>	CLRS	Cllr Ben Dowling	Engagement to date has been with: CLED opposition spokespersons (Jonas, Coles, Udy), Stephen Morgan MP, Ward Councillors (E&C, St. J), Eastney Area Community Association, extremely wide engagement with the wider sports & leisure community including national bodies and Sport England, City wide resident consultation on two occasions. Q2 Community engagement continues and we have appointed a community engagement officer to support 2 days a week.	£12.5m. This is the estimate from the feasibility study Nov 2020. Significant construction market inflation has occurred since then and is ongoing. Q2: current estimate £14-15m	RIBA Stage 1	24-Feb-20	18 November 2021. This is the date of a report to informal cabinet on the findings of the sequential site appraisal (by consultants Barton Wilmore on behalf of Alliance Leisure). The report will also trigger the next stage of consultation (with residents and members) on the proposed facility mix of the facility.	Autumn 2024 - Spring 2025.	Achievable	£10.5 secured in capital budget. Reliant on Sport England, Levelling Up Fund or another funder for remainder Q2: Introduction of revenue generating facilities may be able to service prudential borrowing.	Insufficient funds Planning consent not granted Change of public attitude Change of political administration Loss of support from Eastney Community Association Loss of endorsement from Sport England.
<b>Port Health: Border Control Post</b>	<p>The delivery of official controls at the Port</p>	CLRS	Cllr D Ashmore	Cabinet information paper 27 July 2021	£2m	Recruitment of staff (36 forecast). Q2 Recruitment of staff ongoing, target reduced to approx 28	Oct-19	Q2 Implementation date changed from 1 Nov 21 to 1 Jan 22. BCP completion date has changed from 1 Apr 22 to 1 Jul 22 (but access for testing / staff training 8 weeks in advance).	BCP must be completed by July 22 - start date for all documentary, identity and physical checks - thereafter statutory function ongoing	High risk - potential for delays in construction of BCP are a concern. Timescale extremely tight. Recruitment of new qualified staff remains extremely uncertain	Government has provided assurances in respect to cost matching in 2021/2022 - thereafter all costs to be recovered via full cost recovery process from charging to importers / agents for official controls	Q2: Demands for controls (trebling) funding / financial assessment re cost recovery is in doubt and reduction in staffing cohort to be recruited.
<b>Victoria Park</b>	<p>The city council received £251k of National Lottery Heritage Funding towards the development phase of the project 'Reviving Victoria Park - the People's Park in Portsmouth'. This project will restore, improve, uncover and celebrate the park's long heritage, and create a more inclusive space, so more people can use the park and benefit from the space. The Round 1 funding will enable dedicated project staff and appointed consultants to undertake consultation and prepare the submission of a Round 2 bid for £2.05M NLHF grant towards a delivery phase total cost of £2.4M.</p>	CLRS	Cllr Ben Dowling	Cabinet Member meeting reporting. Ward Councillors engaged. National Lottery (funding partner). Local residents, community groups & organisations.	£2.96m	RIBA Stage 3	2 December 2019 (letter of Round 1 award)	Round 2 submission made 25 August 2021 (deadline 29 November 2021). Decision: Nov/Dec 2021	Feb-26	Achievable	Development phase in budget	Round 2 submission does not meet deadline. Planning consent not secured. Project is not successful at Round 2.

Horatia House and Learnington House - feasibility and decant	Rehousing - 9th August all households permanently rehoused. Decommissioning/Security - 12th August blocks all secure / decommissioning	HNB/Regeneration	Cllr Darren Sanders		Costs of future scheme to be quantified	Feasibility	N/A	Riba stage 2 report due December 2021 - the Riba stage 2 report will contain further detail on the emerging design and will be the baseline entering	Project complete Q3 2027 Indicative phase timescales with number of homes Phase 1	GREEN	GREEN	Homes England conversations remain positive with potential to bid against funds, however if HE funding not received there is a risk to viability. Funding at Riba stage 3 [stage gate] if not	
Five sites programme	Construction of 5 new housing development sites. Albion House and Doyle Avenue will be taken forward by Strategic Developments on behalf of the HRA.	Regeneration	Cllr Ben Dowling / Cllr Darren Sanders		£40million	Albion House was completed in Nov 20 and is now occupied. Doyle Avenue is on site - completion Jan 22. Hambrook Street - is on site commenced Oct 2021 -	2018	Review of potential delivery for Arundel and Records office through Ravelin Housing is ongoing. Ravelin is now established and functioning.	2023	AMBER	GREEN	Financial and business case viability. Land transactions around city centre.	
Living Wage Accreditation	cross council working group to make the case for council approval to seek Living Wage Accreditation	Corporate services	Cllr Chris Atwell	regular update reports to Employment Committee	implementation estimated cost circa £3m for social care	in progress	Mar-21	01 January 2022	ongoing	Green	Green	accreditation has a cost and therefore budget needs to be identified via the budget process and full council approval. there is a risk that insufficient budget will be identified and full council do not approve the move to accreditation	
School and Play Streets		PH/Regeneration	Councillor Suzy Horton/ Councillor Lynne Stagg			Phase 1 schools - Brambles and St Judes School Streets taster days took place on 28/06 and 01/07. Trial starts on 13/09 for St Judes and 20/09 for Brambles. Phase 2 schools - Kings Academy - Lyndhurst and Kings Academy - Northern Parade scheduled for Jan/Feb 2022 - initial engagement meetings have taken place - resident engagement to take place in September.			December 2021 - review of trial phase 1 then April 2022 - review of trial phase 2	April 2022 if there are 2 x trial phases July 2022 if there are 3 trial phases	GREEN	GREEN	Hilsea and Copnor ward councillors need to give support. Resident engagement needs to be carried out.
Cosham Redevelopment	Stakeholder analysis conducted, design brief funding through One Public Estate (OPE) agreed	HNB/Regeneration	Councillor Gerald Vernon-Jackson/ Cllr Ben Dowling		£80,000	Feasibility		Dec - Draft Design Brief	Tbc			No further project funding identified post OPE funded Cosham Design Brief at this time.	
<b>Culture and creativity</b>													
New Theatre Royal	The purchase of the New Theatre Royal (NTR) and its lease back to an operating trust in order to secure its delivery at the heart of the city going forwards. Aim is also to continue to secure Arts Council England funding into the City as the NTR is currently in receipt of National Portfolio funding.	CLRS	Cllr Ben Dowling	None	£877,000 (800k capital purchase & 77k revenue funding)	Purchase of building complete. Revenue funding held pending further ACE/NTR discussions	Ongoing	Completion of new Service Level Agreement pending outcome of detailed discussions with Arts Council England. Anticipated December 2021. Identification of building works programme.	New working agreement will continue in the future.	Moderate risk due to complexity of position on ACE funding & building issues which are emerging.	Capital funding agreed for purchase. Revenue funding agreed in Culture & Leisure decision meeting March 2021.	Risk of building in much worse condition than survey revealed. Increasing risk of failure of the Trust if ACE funding is withdrawn.	
Guildhall Regeneration	Guildhall Renaissance is the Guildhall Trust's programme for the development of the Guildhall. A major overhaul and refurbishment of facilities which takes into account the return on investment and the priorities for the Guildhall. To upgrade several parts of the building including the concert hall, front-of-house foyers, bars and meeting rooms and to expand the cultural offer. An improved Guildhall will benefit the wider community and form part of the regeneration of the city centre.	CLRS	Cllr Ben Dowling	Guildhall Trust - other stakeholders will engage later in process.	£10.5m	Outline business case prepared	tbc	Project is part of Levelling Up Fund bid for south of the city. Outcome expected in autumn/winter 2021.	N/A currently	N/A currently	PCC has identified £1.7m Prudential Borrowing as part of the Capital Programme.	Escalation of project costs. Insufficient external funding possibly linked to length of remaining lease. Planning restrictions. Viable business case and ongoing reduction of PCC support.	

Southsea Coastal Defences	Achievement of Southsea Flood Defences milestones - design phase 1, planning application and full business case	Regeneration	Clr Ben Dowling		£131 million	Planning and Design - PCC have underwritten funding gap of £17m allowing business case to go forward for approval. Planning permission granted.	Construction start 2020	Approval of FBC by Environment Agency. Final approval from DEFRA and HMT expected March 2020.	2026	GREEN	AMBER	Uncertainty still exists until planning permission granted and FBC approved by EA and HMT.
Seafront Masterplan	Production and adoption of a Supplementary Planning Document (SPD) that sets out a vision for the seafront area, provides planning guidance, identifies further enhancement and development opportunities, and highlights elements of the seafront that should be conserved.	Regeneration	Clr Hugh Mason			Completed - Adopted by Cabinet on 19 March 2021	Jul-05	Material consideration for applications submitted within the masterplan area	2021	GREEN	GREEN	12-week judicial review period expired on 11 June 2021. No outstanding issues.
<b>Thriving Economy</b>												
City Centre Regeneration	At Riba stage 2 for development masterplan of Sainsburys and Tricom site, following purchase of Sainsburys.	Regeneration	Clr Ben Dowling		Potentially £1bn total scheme value (including private sector investment)	In advance negotiation to purchase Delancey assets. JV no longer in neg. Hybrid Planning application 2022. detail on phase 1 Sainsburys land.	2019	Design Freeze early 2022 in preparation for planning submission	TBC	GREEN	GREEN	Accelerated programme, agreement to design and viability. Political instability and difficulty in considering long term scope for change.
Lennox Point (Tipner Regeneration Scheme)	Deliver a new community in the Tipner masterplan area, including new homes, marine employment hub and the relevant infrastructure.	Regeneration	Clr Gerald Vernon-Jackson	LPA Have held cross party working group	Circa 1.6 billion	Paused until Dec 2021	Start on site 2024	Full council - December 7th to agree on way forward.	Summer 2040	AMBER	AMBER	Environmental campaign Market uncertainty Reputational risk with full council decision. Political instability and difficulty in considering long term scope for change.
Dunsbury Park - Now included within the Solent Freeport Region	Develop commercial space to provide employment and generate revenue. As part of the Solent Freeport Region, the site development and its future occupiers will benefit from a range of government incentives.	Regeneration	Clr Ben Dowling		£130 million	Mid-development - currently 4 units let totalling 250000 sq ft of commercial space . Tenants - FatFace, DPD, Breeze and Biopure. Biopure Unit is nearing completion (anticipated Dec 2021 tenant fit out underway)	2016	Biopure completion Dec 2021. Planning application due for submission for the next stage of development for three smaller units.	2025	GREEN	GREEN	Attracting businesses to recover investment is partly dependent on the UK economy. Brexit and developments in retail and distribution.
Portsmouth Football Club improved access	Looking at measures to improve pedestrian access to Fratton Park stadium particularly from Fratton Railway station and in a way that reduces pressure on Goldsmith Avenue.	Executive	Leader		tbc	Initial Task Group meeting has been held and the first cross-party political/owner Project Board established which asked for wider stadium development objectives.	2019	Pedestrian surveys and counts now undertaken - report on findings to be produced. Options for improvement to be presented to the Board for approval. Next task group and Board - March 2020	tbc	AMBER	AMBER	Some options for improvement may not be deliverable by PCC/PFC and will depend on 3rd parties. It will also require behaviour change by match attendees. Expectations being raised through media.
Lakeside North Harbour	Acquisition, management and development of short, medium and long term business plan.	Regeneration	Clr Ben Dowling		c £140m	Acquisition completed July 2019.	01 May 2019	6 month management review January 2020; business plan draft to be presented January 2020.	tbc - this is a 30 year business plan	GREEN	GREEN	Complex project with multiple layers of governance. Rapid increase in management capacity required.

Local Full Fibre Network	implementation of super fast broadband to all council premises in Phase1 with sites going live from October 2021 (key to delivery of IT strategy and future DR resilience), and Phase 2 (funded by City Fibre) rolling out to the city more widely for residents and businesses from 2022 onwards giving the city superfast fibre and a key enabler for economic growth/inward investment	Corporate Services	Cllr Chris Atwell		£3.8m (DCMS grant) £500k capital funded implementation costs to PCC (project management costs) over the course of the three years of the programme	in delivery	2019	Phase 1 September 2021	Phase 2 October 2022	GREEN	GREEN	ownership of CCTV cabinets in dispute potentially delaying achievement of phase 1 deadline placing £1.2m of DCMS grant at risk
Future High Streets (Fratton)	Acquisition of Fratton Bridge shopping centre for meanwhile use conversion to enterprise space. Feasibility for future development of homes and a	Regeneration	Cllr Ben Dowling		£3.8m	Reporting to Members for a decision to acquire the Bridge Centre	01-Jan-22	November 2021 Report to Leader Portfolio for approval to acquire the	Jul-25	GREEN	GREEN	Failure to acquire the Bridge Centre will mean project cannot proceed.
Future High Streets (Commercial Road)	£3.1m grant from MHCLG to deliver improvements to Commercial Road	Regeneration	Cllr Ben Dowling		£3.1m	feasibility	01-May-18	Negotiation on property purchase being undertaken	Jul-25	AMBER	AMBER	Changing market conditions impacting purchase opportunity
Social Value Policy	implementation of the Social Value Policy aiming to introduce social value in procurement and commissioning of services across the thematic areas of environment, people, economy. Currently in year 1 of a 5 year implementation plan	cross council	Cllr Chris Atwell	n/a	£0	on track against year 1 implementation plan	01-Mar-21	Mar-22 ongoing		Green	Green	ability to demonstrate social value outcomes arising from implementation of the policy
Programme of capital projects to improve the infrastructure of the International Port and Portico	Construction of a new cruise terminal building. Extending Berth 2 to accommodate cruise vessels. Replacements of the passenger boarding bridge. Construction of a new container park at Portico.	Regeneration	Councillor Gerald Vernon Jackson		£21million	Each project is at a different stage from feasibility, planning and design.	Nov-17	Berth 2 extension and container park underway. Contractor has mobilised for construction of the container park. RIBA stage 4 nearing completion for the cruise terminal.	2021	GREEN	GREEN	The available funds for these projects may be insufficient to cover the activities that are required. To be mitigated by value engineering where possible and by seeking additional funds.
<b>Lifelong Learning</b>												
The Lantern - Care and Education for Children with Complex Disability	Refurbishment to provide additional places for complex needs pupils + feasibility to ascertain option of linked residential care provision	CFE	Cllr Suzy Horton		£1.1m	On site	Apr-21	Completion	Sep-21	Green	Green	Long term condition of existing building + capital funding for residential care option
Opening Free School for autism	New special free school for children with autism and challenging behaviour	CFE	Cllr Suzy Horton		DfE Funded	Planning permission approved	Sep-21	Start on site	Sep-22	Amber	Amber	Risk of delay to January 22 due to additional costs associated with site remediation
Expansion and remodelling of Cliffdale Primary phases 2, 3 and 4	Expansion and remodelling of Cliffdale Primary to meet demand for places and improve suitability	CFE	Cllr Suzy Horton		£3.9m	Design	Jan-22	Planning application	Sep-24	Green	Green	
Expansion and remodelling of Redwood Park Academy	Expansion and remodelling of Redwood Park to meet demand for places + feasibility for post-16 provision	CFE	Cllr Suzy Horton		Subject to a capital bk	Feasibility	TBC	Design and cost	Sep-24	Green	Amber	Subject to capital funding being approved
Expansion of Flying Bull Primary Inclusion Centre	Expansion of Flying Bull Primary Inclusion Centre to meet demand for places	CFE	Cllr Suzy Horton		£1.2m	Design	Nov-21	Planning application	Aug-22	Green	Green	
Arundel Court Primary Inclusion Centre	Development of an additional inclusion centre utilising the former family hub	CFE	Cllr Suzy Horton		Subject to a capital bk	Feasibility	TBC	Design and cost	Aug-22	Green	Amber	Subject to capital funding being approved
Penhale Infant Inclusion Centre	Refurbishment of accommodation to provide for an additional inclusion centre	CFE	Cllr Suzy Horton		£1.1m	On site	May-21	Phase 2 to commence	Aug-22	Green	Green	
Rebuild of Mayfield School	Rebuild of Mayfield School and demolition of old school	CFE	Cllr Suzy Horton		DfE Funded	On site	Nov-19	Completion of phase 2 demolition	Aug-21	Green	Green	Demolition of old school building
Post-16 College Merger	Merger of Portsmouth and Highbury Colleges to form the City of Portsmouth College	CFE	Cllr Suzy Horton		College funding	Staffing TUPE	Jul-20	Close to completion	Sep-21	Green	Green	
Digital Learning Strategy	Development of phase 2 of the digital learning strategy	CFE	Cllr Suzy Horton		£40k plus school funding (which will account for the majority of the investment)	Agreeing priorities for 21/22	Jul-21	Agree contract with TSAT for 21/22 and complete survey of schools and hold roundtable discussions	Jul-22	Green	Green	
Restorative Practice in Schools and driving inclusion	Developing restorative practice in all schools	CFE	Cllr Suzy Horton		TBC	Scoping	Jul-21	Sep 21 (Wave 1 schools identified and engaged)	Jul-23	Green	Amber	Engagement of all schools

Education IT System Replacement	Replacement of Capita ONE	CFE	Cllr Suzy Horton		£1.25m	Specification and tender documentation	Apr-21	Issue of tender pack Sep-21	Dec-22	Green	Green	
<b>A green city</b>												
Paulsgrove Country Park	This project is managing the restoration of the landfill site by Veolia and preparation of the site to become "Paulsgrove Country Park", to be managed by Culture and Leisure Services.	HNB/Culture and Leisure	Cllr Ashmore and Pitt		£1.5m PCC investment in Country Park.	Restoration works	2016	Restoration to be completed by March 2020	Summer 2021 (handover of Country Park to Parks) - still subject to negotiation.			
Closed Landfill site	This project is managing the restoration of a landfill site by Veolia and preparation for the site to become Paulsgrove Country Park (to be managed by PCC CLRS). Planning requirements to be completed Changes to Waste Disposal Service Development of site as an open space provision	HNB	Cllr Ashmore	Major Project Board	£1.5m PCC investment in country park £150K pa TBC	Restoration works	Ian Maguire working with VES to conclude planning issues  This work is dependent on the planning issues  VES have worked with PCC to commission	Once planning is signed off this piece of work is complete  Once planning is completed  Expecting the RA back in Jan/Feb	Summer 2021 - handover of Country Park (still subject to negotiation)	AMBER	AMBER	not set  Planning have signed off the conditions in relation to the restoration, WM managing changes in contract period. This site is subject to Environment Agency permits and is likely to retain permits in the long term. This is a consideration regarding the development of the site.
Air Quality Improvement programme	Programme to deliver a package of measures identified to deliver improvements to concentrations of nitrogen dioxide to within legal limits in the shortest possible time	Regeneration	Cllr Lynne Stagg , Cllr Dave Ashmore, Cllr Kimberly Barrett		£6 million	Delivery	2018	*CAF grants issued: 09/05/21 (completed) *Vehicle checker 'go live':17/06/21 (completed) *Release 1 testing: 1st July (completed) *Release 2 testing: 23rd August (completed) *02/11/21 - Go - no go live decision	March 2023	GREEN	GREEN	No serious risks to report. All programme risks have been reviewed and updated.
Interim mitigation strategy for nitrates neutrality	To provide a mechanism to allow the grant of planning permission without adverse implications to Solent Special Protection Area through eutrofication.	Regeneration						Final endorsement expected from Natural England Jan or early Feb 2020. Anticipating issuing decisions soon thereafter.	tbc	RED	AMBER	Risk to be defined at PID stage. Cross directorate issue involving risk to Housing, Neighbourhood and Building Services.
Local plan refresh	Prepare the new Local Plan for the period until 2036 and bring it forwards in accordance with the agreed timetable.	Regeneration	Cllr Hugh Mason		tbc	Initiation	2018 Jul-19	Draft local plan (reg 18) due to Cabinet on 6th June 2020 to be approved for consultation.	Summer 2020	AMBER	AMBER	Volume and nature of consultation responses. Further work needed to progress key issues including deliverability at key strategic sites, policy development and duty to cooperate.

<p>Greening Strategy</p>	<p>PCC's Greening Strategy was published in March 2020 and supports other programmes of work in the city, including the Climate Change Action Plan, Air Quality Plan, CAZ and the Health &amp; Wellbeing Strategy. As part of the process to develop the emerging Local Plan for Portsmouth, and to respond to the climate emergency, work has previously been undertaken to look at the wider green infrastructure in the city and identify opportunities to enhance this. Priorities identified were the need to accelerate the planting of trees as well as enhancing lower level planting (hedges and shrubbery) and creating innovative greening through biostructures. There is a wealth of good quality evidence demonstrating the positive impact that greenspaces can have on physical health and mental wellbeing, for example improved mental health, reduced cardiovascular morbidity and mortality, reduced obesity and risk of Type 2 diabetes. The appointment of a Green and Healthy City Coordinator in March 2021 aims to build on the previous work, provide oversight of delivery and bring in external funding and project opportunities. The objective is to green our city for health and wellbeing, nature and biodiversity, climate resilience and prosperity with a particular focus on disadvantaged urban populations where inequalities, poorer quality of life and health outcomes are most stark.</p>	<p>Public Health</p>	<p>Cllr Kimberley Barrett</p>	<p>To be established</p>	<p>Budget available c.£270k - including staffing costs. External funding supplements for specific project delivery.</p>	<p><a href="#">Work programme under development: Virtual Green Team established; external funding bid process established, with funding already won; cross-PCC collaborative working underway. See Cabinet paper for most recent update.</a></p>	<p>Apr-21</p>	<p><a href="#">First report to Cabinet October 2021 to update on progress since March 2020.</a></p>	<p>Revenue funding for staff resource available for 2 years at 1WTE (i.e. available until 2023). Specific projects will have their own timescales.</p>	<p>On track</p>	<p>Revenue funding for staff resource available for 2 years at 1WTE (i.e. available until 2023). Capital funding for specific projects from other funding streams and future funding bids.</p>	<p>(1) Budgets split across departments. Working with accountants to centralise all greening budgets into PH, this will enable us to have a clear governance and accountability over spending. (2) Risk of duplication without clear oversight - this should be mitigated through the virtual green team. (3) Budget implications of greening projects that require delivery through PFI contract - value for money will need to be a priority consideration before any proceed.</p>
<p>Development of waste management infrastructure</p>	<p>To offer services which deliver waste reduction, and enable a wider range of opportunities for re-use and recycling.</p>	<p>HNB</p>	<p>Cllr Ashmore</p>	<p>Members Tripartite Strategic Group Feeds into PI Board (Project Integra) Major Projects Board</p>	<p>£4.5m SMRF (Single Material Recovery Facility)  This is now more likely to be a Containter MRF to deliver the aims of the Env. Bill</p>	<p>Planning and Design</p>	<p>January 018</p>	<p>June 2020 - meet with Leaders and CEX to agree direction of travel - exact date to be confirmed by HCC - June mtg postponed due to COVID 19.  July 20 - HCC took report to pause work on SMRF and consider container MRF and Kerbside sort provision to get in line with the likely outcomes of the Environment bill. Business case expected Oct 20.  Dec 20 No update - Project dependent on outcomes of Environment Bill which has been delayed. This will determine final infrastructure specification  March 21 - further work being carried out to model to understand the revenue costs of operating the C-MRF</p>	<p>End of 2023</p>	<p>GREEN</p>	<p>GREEN - capital bid secured PCC's contribution</p>	<p>Legislative changes; outcomes of consultation, government consultation has led to some delays, business case due to be complete by Dec 2019 - business case being evaluated, additional scheme being considered in line with potential requirements of Environment Bill, April 2020, work to complete business case underway. Oct 20 Feasibility and Capital costs received, waiting on revenue costs so business case can be evaluated.  Costs can't be progressed until we agree input spec which is dependent on Env. Bill  July 21 - HCC updated that planning application will be made Autumn 21 October 21 - HCC will progress planning app, business case still pending</p>
<p>Food waste trials</p>	<p>Food waste 1 trial successfully implemented. Approx. 11,000 residents  Second trial rolled out on 28 Sept 2020 following Cabinet decision in Feb.  Total of approx. 25,000 properties now included in trials.  FW1 - 61% participation, and 19% of black bag waste diverted to recycling  FW2 - 42% participation, and 16% of black bag waste diverted to recycling</p>	<p>HNB</p>	<p>Cllr Ashmore</p>	<p>Major Project Board PI Board (Project Integra)</p>	<p>FW1 and FW2 are funded through revenue growth bid - budget 2021 -22  FW3 and FW4 are funded through capital bids - funded until 30 Sep 2022</p>	<p>FW1 &amp; FW2 embedded  FW3 and FW4 one years funding</p>	<p>Sep 19 - FW1 Sep 20 - FW2 Sept 21 - FW3 Oct 21 - FW4</p>	<p>Evaluation of trials, decision about citywide rollout - TBC  Mar 21 - further 2600+ properties to be added in April 21, with a further 25,000 properties to be added in Sep 21  Sep/Oct 21 - Rollout of FW3 and FW4</p>		<p>GREEN</p>	<p>GREEN</p>	<p>Funding needs to be secured to continue trials and also to deliver further expansion.  Revenue funding secured for FW1 and 2. FW3 and 4 funded from capital reserves Sep 21, FW3 &amp; 4 rolled out in Sep/Oct</p>
<p>AD Plant</p>	<p>Business case complete, site selection underway.</p>	<p>HNB</p>	<p>Cllr Ashmore/Leader</p>	<p>Major Project Board Tripartite Strategic Group</p>	<p>Feasibility &amp; site selection</p>			<p>Mar 21 - SGN reports completed for site, further investigations underway.  July 21 - Final SGN reports due for 2nd site, Pre planning application being prepared</p>		<p>GREEN</p>	<p>GREEN</p>	<p>Site selection focussed on one site currently pending pre-application for planning Oct 21 - Pre planning advice due back Early November</p>

Easy Travel												
South East Hampshire Rapid Transit (SEHRT) programme Tranche 2 (formerly known as Transforming Cities Fund)	* Bid successful with the DfT on the 09/2020.  * Programme is £101 million, £55.6 million DfT funding, 3rd party funding and match funding £45 million (approx).  *Working in collaboration with Hampshire County Council and Isle of Wight Council.	Regeneration	Councillor Lynne Stagg		Estimated cost £101 million	*Majority of projects across programme in the stage "design".  *Working towards delivery of programme by March 2023	28 September 2020	*Local Assurance Framework (LAF) meeting with SCC to finalise the LAF 15/10/21 *Collaborative programme work has begun to meet TQL deadline for data collation regarding their requirements	March 2023	GREEN/AMBER	GREEN	*Local Transport Note (LTN) 1/20 currently biggest programme risk - actively being managed across the partnership with full support from DfT.
The Hard Bus apron replacement	Design and build a new pavement to sit on the current jetty structure.	Regeneration	Councillor Lynne Stagg		4.5million	Planning and Design	01 January 2019	Legal process still underway. Outline design being worked up, aiming to begin	Summer 2022 (subject to funding being available)	AMBER	AMBER	This project is currently not funded.
Transport Hub (Tipner Park and Ride Extension)	Design and construct a new Transport Hub at the cur	Regeneration	Councillor Lynne Stagg		20 million	Planning and Design	Jun-21	Outline planning application for an additional 2000 spaces and ancillary uses	Spring 24	Green	Amber	LUF Bid - unsuccessful (funding currently not in place).
Major junction improvements	Soutampton Rd / Compass Rd junction to receive a new Toucan crossing on the northern arm (Compass Rd) funded by DfT Safer Roads Fund (yr 2)	Regeneration	Councillor Lynne Stagg		£112,135	Procurement	2020	Works being procured via Colas as part of their LCR scheme for this junction - to be implemented Feb / March	Mar-22			
Local Cycling and Walking Infrastructure Plan	To write and publish the Portsmouth Local Walking and Cycling Infrastructure Plan (LCWIP) with approval through the Traffic and Transportation Committee. The LCWIP will then form the strategy document to be used to bid for capital funding for future cycling and walking schemes	Regeneration	Councillor Lynne Stagg	Traffic and Transportation Committee	costed for minimum and maximum intervention - Maximum intervention cost £30 million for all schemes - Minimum	Public Consultation has been carried out - Report waiting to go to Traffic and Transportation Committee	Mar-19	October 2021 - Traffic and Transportation Committee	Ongoing for up to 10 years	GREEN	AMBER	There is no allocated funding for these schemes, capital bids will need to be submitted or external funding sought.
Local Transport Plan 3 Delivery programme	A programme to deliver a number of small and medium scale projects addressing the priorities and targets set out in the Local Transport Plan.	Regeneration	Councillor Lynne Stagg		£3,919,613 Works in Progress programme budget	Implementation	2017/18	20/11/21 - progress to be fed back to LTP Programme Board at monthly meeting.	Ongoing programme with additional budget added annually for further schemes.	GREEN	GREEN	Slight delays incurred due to limited resources and availability of materials for some schemes.
Corporate Health												
One public estate	Working with partners across the public sector to identify opportunities for land release to enable housing development	Executive	Cllr Gerald Vernon-Jackson		Cross partnership funding	Delivery	01 February 2018	Phase 8 - bid January 2020	Current bid runs to 2023	GREEN	GREEN	
IT disaster recovery and security	Implementation of M365 phase 2 (particularly focused on security elements), implement Azure migration (moving applications into the cloud reducing reliance on data centre and improved security, resilience and disaster recovery capability)	Corporate services	Cllr Chirs Atwell	n/a	tbc	in progress	01-Jun-21	tbc	tbc	GREEN	GREEN	impact of technical debt leading to delays to implementation, increased costs and continued reliance on data centre
Spinnaker Tower sponsorship	Seeking new sponsorship	Corporate services	Cllr Chris Atwell		£750,000	engaging with PR agency - sourcing potential sponsors	01-Mar-21			AMBER	AMBER	Revenue gap of £750k if new sponsors not identified.
Channel shift/digital customer transformation	Ongoing programme to move customer transactions online, reducing costs and improving customer experience. Online services delivered for areas including waste, clean city, street naming and numbering, clean air zone exemptions, various housing, school admissions and numerous covid forms (business grants, self-isolation support payments, test and trace). 127,083 on line transactions processed in 2018/19 by 2020/21 this has risen to 302,541. Online payment in 2018/19 totalled £11,611,47 and increased to £15,974,63 so far in 2020/21. Capital funding for this work expires in December 2021 therefore a review of programme is now underway to refresh and align with corporate and IT strategies - maximising opportunities arising from a new corporate structure. Future pipeline of opportunities is extensive totalling 555 weeks of work (or 6.2 years) based on current resourcing levels.	Corporate services	Cllr Chris Atwell		Business case to support capital bid currently underway	Programme review and new forward strategy being developed.	01 January 2022	Revised strategy and programme plan.	2024/2025	AMBER	AMBER	the project creates the conditions and tools to enable services to achieve efficiencies, however individual services are responsible for demonstrating the benefit realisation. Securing additional revenue/capital funding to maintain existing forms and deliver against pipeline of future work
Future Ways of Working/Connectivity	Modern digital council, effective and efficient working practices, greater workforce flexibility	Corporate services (all directorates)	Cllr Chris Atwell	Communities & Central Services Portfolio	Phase 1 anticipated costs IRO £1m (potential to fund from COMF)	Business preparation						Resources
Review of Revenues & Benefits Software Applications	Move to integrated electronic document access with case management which will enable future integration with cloud customer access portals and public online self service for revenues and benefits.	Financial Services	Cllr Chris Atwell		£712,000	Live	01-Jul-20	Complete	Sep-21	GREEN	GREEN	
Implementation of Northgat Citizen Access suite	Provision of online portal using Citizen Access to provide Northgate cloud customer access portals and public web self-service for Revenues and Housing Benefit.	Financial Services	Cllr Chris Atwell		£250,000	Requirements & Analysis	01-Sep-21	Infrastructure setup	Mar-22	GREEN	GREEN	Resources & Azure impact to Network configuration

Archive Tool	Archive solution for legacy system	Financial Services	Cllr Chris Atwell		£661,000	Phase 1 -transfer of database	01-Apr-21	Phase 2 Access & reporting	Mar-22	GREEN	GREEN	
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<b>Title of meeting:</b>	Governance & Audit & Standards Committee
<b>Date of meeting:</b>	21 January 2022
<b>Subject:</b>	Internal Audit Performance Status Report to 10 January 2022
<b>Report by:</b>	Chief Internal Auditor
<b>Wards affected:</b>	All
<b>Key decision:</b>	No
<b>Full Council decision:</b>	No

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## 1. Summary

- 1.1 This is an Internal Audit Performance Status Report for the 2021-22 planned audit activities. Appendix A includes the detail of progress made against the annual plan and documents individual audit findings.

## 2. Purpose of report

- 2.1 This report is to update the Governance and Audit and Standards Committee on the Internal Audit Performance for 2021/22 to 10 January 2022 against the Annual Audit Plan, highlight areas of concern and areas where assurance can be given on the internal control framework.

## 3. Recommendations

- 3.1 That Members note the Audit Performance for 2021-22 to 10 January 2022.
- 3.2 That Members note the highlighted areas of concern in relation to audits completed from the 2021/22 Audit Plan, including follow up work performed.

## 4. Background

- 4.1 The Annual Audit Plan for 2021-22 has been drawn up in accordance with the agreed Audit Strategy and was approved by this Committee on 5 March 2021 following consultation with Directors and relevant parties. The Plan is reviewed monthly in order to take account of any further changes in risk levels or corporate priorities.

**5. Integrated Impact Assessment**

5.1 The contents of this report do not have any relevant equalities and environmental impact and therefore an Integrated Impact assessment is not required.

**6. Legal Implications**

6.1 The City Solicitor has considered the report and is satisfied that the recommendations are in accordance with the Council’s legal requirements and the Council is fully empowered to make the decisions in this matter.

6.2 Where system weaknesses have been identified he is satisfied that the appropriate steps are being taken to have these addressed.

**7 Finance Comments**

7.1 There are no financial implications arising from the recommendations set out in this report.

7.2 The S151 Officer is content that the progress against the Annual Audit Plan and the agreed actions are sufficient to comply with his statutory obligations to ensure that the Authority maintains an adequate and effective system of internal audit of its accounting records and its system of internal control.

.....  
Signed by: Elizabeth Goodwin, Chief Internal Auditor

**Appendices:**

Appendix A – Internal Audit Progress Report

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location
1 Accounts and Audit Regulations	<a href="http://www.legislation.gov.uk/ukxi/2011/817/contents/made">http://www.legislation.gov.uk/ukxi/2011/817/contents/made</a>
2 Previous Audit Performance Status and other Audit Reports	Refer to Governance and Audit and Standard meetings – reports published online.

3 Public Sector Internal Audit Standards	<a href="http://www.cipfa.org/policy-and-guidance/standards/public-sector-internal-audit-standards">http://www.cipfa.org/policy-and-guidance/standards/public-sector-internal-audit-standards</a>
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The recommendation(s) set out above were approved/ approved as amended/ deferred/  
rejected by ..... on .....

.....  
Signed by:

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Portsmouth  
CITY COUNCIL

**Internal Audit Progress Report 21st January 2022**

Elizabeth Goodwin, Chief Internal Auditor

## 1. Introduction

Internal Audit is a statutory function for all local authorities.

The requirement for an Internal Audit function in local government is detailed within the Accounts and Audit (England) Regulations 2015 as to:

*Undertake an effective internal audit to evaluate the effectiveness of its risk management, control and governance processes, taking into account public sector internal auditing standards or guidance*

The standards for ‘proper practices’ are laid down in the Public Sector Internal Audit Standards [the Standards – updated 2016].

Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve an organisation’s operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes

This report includes the status against the 2021/22 internal audit plan.

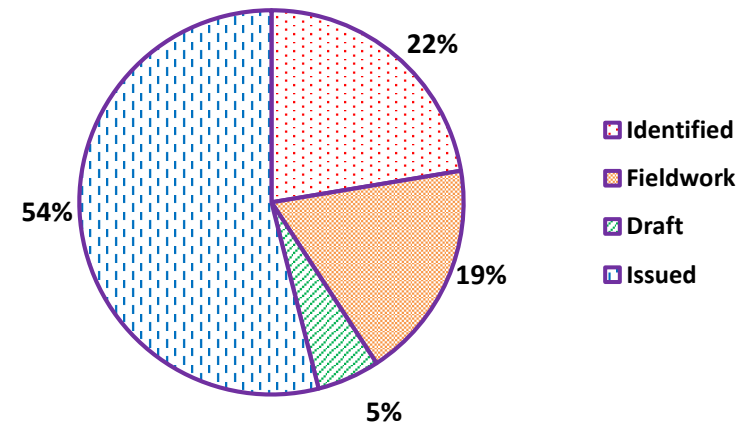
## 2. Audit Plan Progress as of 10<sup>th</sup> January 2022

There are 32 Full Audits, 11 Follow ups, 7 2<sup>nd</sup> follow up reviews and 26 grants, in the revised plan for 2021/22, totalling 76 reviews.

To date, 59 (78%) have been completed or are in progress as of 10<sup>th</sup> January 2022. This represents 41 (54%) audits where the report has been finalised, and 4 (5%) where the report is in draft.

Status	Audits
Identified	17
Fieldwork	14
Draft Report	4
Final Report	41

**Audit Plan Progress as of 10th January 2022**



### 3. Ongoing Internal Audit Involvement

Internal Audit has provided advice, ongoing reviews and involvement work in the following area. (For reference, advice is only recorded when the time taken to provide the advice exceeds one hour):

- Data matching in relation to payroll records and apprentices. Work has been undertaken using data analytics software to identify potential apprentices on the wrong national insurance tax code.
- Regulation of Investigatory Powers Act (RIPA) - authorisations (if applicable) and policy review
- Anti-Money Laundering - monitoring, reporting and policy review
- Financial Rules Waivers
- National Fraud Initiative (NFI) to facilitate national data matching carried out by the Cabinet Office
- National Anti-Fraud Network (NAFN) bulletins and intelligence follow up
- Counter Fraud Programme - proactive work to reduce the risk exposure to the authority
- Policy Hub project to ensure that all Council policies are held in one place and staff are notified of the policies relevant to them
- Governance & Audit & Standards Committee - reporting and attendance
- Audit Planning and Consultation
- Risk Management & Annual Governance Statement
- Performance Management
- 9 special investigations - (excludes Benefit and Council Tax Support cases)
- 22 items of advice, (where the advice exceeds an hour's work)



## 4. Audit Plan Status/Changes.

The following changes have been made to the plan since the issue of the last progress report. Any items removed will be considered for the 2022/23 plan.

### Audits removed from the Audit Plan:

- Craneswater Junior School (Children, Families & Education) - Removed from the 2021/22 plan due to long term sickness within the school.
- Deprivation of Liberty (Adult Social Care) - Removed from the 2021/22 plan due to current pressures on Adult Social Care.
- GBC Partnership (Executive) - Removed from the 2021/22 plan as the work has been covered under a separate audit.
- International Visits (Culture, Leisure & Regulatory Services) - Removed from the 2021/22 plan due to insufficient testing population.
- Fusion (Finance & Resources) - Removed from the 2021/22 plan, due to resourcing issues within the audit service caused by long-term sickness and increase in additional work.
- Sea Defence Grant (Regeneration) - Removed from the 2021/22 plan, as no Chief Internal Auditor/S151 sign off required.
- Council Tax Support Grant (Finance & Resources) - Removed from the 2021/22 plan, as no Chief Internal Auditor/S151 sign off required.
- Green Homes Grant (Regeneration) - Removed from the 2021/22 plan, as Chief Internal Auditor/S151 sign off required post 31<sup>st</sup> March 2022.
- Transforming City Fund (Regeneration) - Removed from the 2021/22 plan, as Chief Internal Auditor/S151 sign off required post 31<sup>st</sup> March 2022.
- Contain Outbreak Management Fund (Public Health) - Removed from the 2021/22 plan, as Chief Internal Auditor/S151 sign off required post 31<sup>st</sup> March 2022.
- Test & Trace Public Health (Public Health) - Removed from the 2021/22 plan, as Chief Internal Auditor/S151 sign off required post 31<sup>st</sup> March 2022.

### Audits added to the Audit Plan:

- 2SEAS PECS Grant - (Port) - Added to the plan, as second claim sign off required.
- School Transport Survey - (Regeneration) - Added to the plan, as second claim sign off required.
- Bus Restart Grant - (Regeneration) - Added to the plan, as new grant requiring sign off from Chief Internal Auditor/S151.
- Orpheus Grant Claim 2 (Children) - Added to the plan, as second claim sign off required.

## 5. Areas of Concern

There are no new areas of concern to highlight for this reporting period. Areas of concern are classed as 'No Assurance'.

## 6. Assurance Levels

Internal Audit reviews culminate in an opinion on the assurance that can be placed on the effectiveness of the framework of risk management, control and governance designed to support the achievement of management objectives for the area under review.

Assurance Level	Description / Examples
<b>Assurance</b>	<i>No issues or minor improvements noted within the audit but based on the testing conducted, assurance can be placed that the activity is of low risk to the Authority</i>
<b>Reasonable Assurance</b>	<i>Control weaknesses or risks were identified but overall the activities do not pose significant risks to the Authority</i>
<b>Limited Assurance</b>	<i>Control weaknesses or risks were identified which pose a more significant risk to the Authority</i>
<b>No Assurance</b>	<i>Major individual issues identified or collectively a number of issues raised which could significantly impact the overall objectives of the activity that was subject to the Audit</i>
<b>NAT</b>	<i>No areas tested</i>

*Audits rated No Assurance are specifically highlighted to the Governance and Audits and Standards Committee along with any Director's comments. The Committee is able to request any director attends a meeting to discuss the issues.*

## 7. Exception Risk Ranking

The following table outline the exceptions raised in audit reports, reported in priority order and are broadly equivalent to those previously used.

Priority Level	Description
<b>Low Risk (Improvement)</b>	<i>Very low risk exceptions or recommendations that are classed as improvements that are intended to help the service fine tune its control framework or improve service effectiveness and efficiency. An example of an improvement recommendation would be making changes to a filing system to improve the quality of the management trail.</i>
<b>Medium Risk</b>	<i>These are control weaknesses that may expose the system function or process to a key risk but the likelihood of the risk occurring is low.</i>
<b>High Risk</b>	<i>Action needs to be taken to address significant control weaknesses but over a reasonable timeframe rather than immediately. These issues are not 'show stopping' but are still important to ensure that controls can be relied upon for the effective performance of the service or function. If not addressed, they can, over time, become critical. An example of an important exception would be the introduction of controls to detect and prevent fraud.</i>
<b>Critical Risk</b>	<i>Control weakness that could have a significant impact upon not only the system function or process objectives but also the achievement of the Council's objectives in relation to: The efficient and effective use of resources, The safeguarding of assets, The preparation of reliable financial and operational information, Compliance with laws and regulations and corrective action needs to be taken immediately.</i>

*Any critical exceptions found the will be reported in their entirety to the Governance and Audits and Standards Committee along with Director's comments*

## 8. 2020/21 Audits completed to date (10<sup>th</sup> January 2022)

### Trading Standards - Director of Culture, Leisure and Regulatory Services

**Exceptions Raised**

Critical	High	Medium	Low
0	3	0	0

**Overall Assurance Level**
**Limited Assurance**

Agreed actions are scheduled to be implemented by January 2022

**Assurance Level by Scope Area**

Achievement of Strategic Objectives	NAT
Compliance with Policies, Laws & Regulations	Assurance
Safeguarding of Assets	Limited Assurance
Effectiveness and Efficiency of Operations	Limited Assurance
Reliability and Integrity of Data	Assurance

Three high risk exceptions were raised in relation to: non-compliance with contract procedure rules, adequate insurance notification and relevant SLA's (Service Level Agreements) or MOU's (Memorandum of Understanding). Secondly evidence to support case management oversight and authorisation and thirdly the need to increase succession planning within the service.

### Council Tax & NNDR - Director of Finance.

**Exceptions Raised**

Critical	High	Medium	Low
0	0	2	0

**Overall Assurance Level**
**Reasonable Assurance**

Agreed actions are scheduled to be implemented by December 2021

**Assurance Level by Scope Area**

Achievement of Strategic Objectives	NAT
Compliance with Policies, Laws & Regulations	Assurance
Safeguarding of Assets	NAT
Effectiveness and Efficiency of Operations	Reasonable Assurance
Reliability and Integrity of Data	NAT

Two medium risk exceptions were raised in relation to: robustness of debt collection (although it should be noted that all debt recovery was impacted by COVID 19). The second risk covers outstanding mandatory training for officers within the service.

**Energy Management - Director of Housing, Neighbourhood and Building Services**
**Exceptions Raised**

Critical	High	Medium	Low
0	0	2	0

**Overall Assurance Level**

**Reasonable Assurance**

Agreed actions are scheduled to be implemented by April 2022

**Assurance Level by Scope Area**

	NAT
Achievement of Strategic Objectives	NAT
Compliance with Policies, Laws & Regulations	Reasonable Assurance
Safeguarding of Assets	Assurance
Effectiveness and Efficiency of Operations	Reasonable Assurance
Reliability and Integrity of Data	Reasonable Assurance

Two medium risk exceptions were raised in relation to: gaps in the identification and therefore collection of referral fees and transparency of payments made, which if left uncorrected could impact on the discounts applied.

**Depot Services - Director of Housing, Neighbourhood and Building Services**
**Exceptions Raised**

Critical	High	Medium	Low
0	1	3	1

**Overall Assurance Level**

**Reasonable Assurance**

Agreed actions are scheduled to be implemented by December 2021

**Assurance Level by Scope Area**

	NAT
Achievement of Strategic Objectives	NAT
Compliance with Policies, Laws & Regulations	Limited Assurance
Safeguarding of Assets	Reasonable Assurance
Effectiveness and Efficiency of Operations	Reasonable Assurance
Reliability and Integrity of Data	Reasonable Assurance

One high, three medium and one low risk exceptions were raised in relation to: lack of adequate mileage records to support vehicle usage (high); gaps in evidence to substantiate vehicle checks (medium); monitoring of staff performance (medium); allocation of daily tasks and finally the level of description to support tasks performed to enable accurate charging where applicable (medium).

**Home to School Transport - Director of Regeneration**
**Exceptions Raised**

Critical	High	Medium	Low
0	3	3	0

**Overall Assurance Level**

Limited Assurance
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Agreed actions are scheduled to be implemented by March 2022

**Assurance Level by Scope Area**

Achievement of Strategic Objectives	NAT
Compliance with Policies, Laws & Regulations	Limited Assurance
Safeguarding of Assets	NAT
Effectiveness and Efficiency of Operations	Limited Assurance
Reliability and Integrity of Data	NAT

Three high and three medium risk exceptions were raised. The high risks relate to: gaps in current licence and DBS verification. Gaps in documentation to support that current insurance is held for all operators. For the third high risk, that adequate controls were in operation to reconcile routes scheduled and performed to those invoiced. Of the three medium risks these relate to requirements to enhance performance monitoring, gaps in relation to complying with the procurement framework (specifically relating to 2020/21) and continuity in the evidence trail when dealing with complaints.

**Hire Cars - Director of Regeneration**
**Exceptions Raised**

Critical	High	Medium	Low
0	3	0	1

**Overall Assurance Level**

Limited Assurance
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Agreed actions are scheduled to be implemented by April 2022

**Assurance Level by Scope Area**

Achievement of Strategic Objectives	NAT
Compliance with Policies, Laws & Regulations	Reasonable Assurance
Safeguarding of Assets	NAT
Effectiveness and Efficiency of Operations	Limited Assurance
Reliability and Integrity of Data	NAT

The three high risk exceptions relate to: a lack of driver assessments performed, as required by policy and to reduce potential legal challenge. Insufficient or missing pre and post journey vehicle checks and thirdly the lack of timely reporting of accidents or incidents.

#### **Culture Recovery Grant - Director of Culture, Leisure and Regulatory Services**

Grant Verification - Sample testing was able to evidence that the terms and conditions had been met which allowed the Chief Internal Auditor to sign the declaration confirming compliance.

#### **Income Loss Claim - Director of Finance**

No Chief Internal Auditor sign off was required for this grant, however an independent verification against the conditions was recommended. The review confirmed agreement with the assertions made and return submitted.

#### **School Transport Survey - Director of Regeneration**

Grant survey required as part of final sign off. Sample testing was able to evidence that the terms and conditions had been met which allowed the Chief Internal Auditor to sign the declaration confirming compliance.

#### **Disabled Facilities Grant - Director of Housing, Neighbourhoods and Building Services**

Grant Verification - Sample testing was able to evidence that the terms and conditions had been met which allowed the Chief Internal Auditor to sign the declaration confirming compliance.

#### **Test & Trace £500 Loss of Earning - Director of Finance**

Sample testing performed as required under the grant conditions on a minimum 10%. The result was to verify a loss of income. In the event of no loss the payment of £500 has been request for repayment.

## 9. Exceptions

Of the 2021/22 full audits completed, 62 exceptions have been raised.

Risk	Total
Critical Risk	0
High Risk	27
Medium Risk	29
Low Risk - Improvement	6





<b>Title of meeting:</b>	Governance & Audit & Standards Committee
<b>Date of meeting:</b>	21 January 2022
<b>Subject:</b>	Whistleblowing Annual Report and Policy
<b>Report by:</b>	Elizabeth Goodwin - Chief Internal Auditor
<b>Wards affected:</b>	Not applicable
<b>Key decision:</b>	No
<b>Full Council decision:</b>	No

---

## 1 Purpose of report

- 1.1 To update Members of this Committee on the nature and handling of any whistleblowing concerns which have been raised for the period January 2021 to December 2021. In addition to this to confirm that, following the annual review of the whistleblowing policy, there are no current proposed changes.

## 2 Recommendations

It is recommended that Members of the Governance and Audit and Standards Committee:

- 2.1 Note this report and the attached Appendix A and consider whether any further action is required.
- 2.2 Note the whistleblowing policy, Appendix B, where there are no proposed changes.

## 3 Background

- 3.1 The Public Interest Disclosure Act 1998 gives employees certain rights in relation to whistleblowing. An employee has a right to make a protected disclosure to prescribed persons where the employee reasonably believes:
- 3.1.1 A criminal offence has, or is going to be committed;
  - 3.1.2 There is a breach of a legal obligation;
  - 3.1.3 A miscarriage of justice;
  - 3.1.4 There is a danger to the health and safety of any individual;
  - 3.1.5 There will be damage to the environment; or
  - 3.1.6 There is deliberate concealment of information tending to show any of the above five matters.
- 3.2 The Act provides that employees shall suffer no detriment to their employment as a result of blowing the whistle, including disciplinary action.

- 3.3 The Policy applies to all Council staff, including employees, temporary workers, agency staff and any contractor remunerated by the Council.
- 3.4 As requested by the Governance & Audit & Standards Committee, an annual report is produced each year in respect of whistleblowing concerns. This year's report is attached as Appendix A.
- 3.5 After having considered Appendix A, Members are asked to decide whether there is any cause for concern and to consider whether any further action is required by the Committee, or the Chief Internal Auditor.
- 3.6 Six whistleblowing cases were received during 2021. Five proceeded to investigation, to which three are still in progress. Recommendations were made and action taken as appropriate for the remaining two, as noted on Appendix A. The sixth case has been closed as insufficient information was received to enable any work to proceed.

**4 Reasons for recommendations**

- 4.1 To make Members of the Committee aware of the current position with regard to whistleblowing and ensure that any appropriate action is taken.

**5 Equality Impact Assessment (EIA)**

- 5.1 An equality impact assessment is not required as the recommendations do not have a negative impact on any of the protected characteristics as described in the Equality Act 2010.

**6 Legal implications**

- 6.1 The Legal implications are incorporated within the body of this report. There are no other immediate legal implications arising from this report

**7 Director of Finance's comments:**

- 7.1 There are no financial implications arising from the recommendations set out in this report.

.....  
 Chief Internal Auditor

**Appendices: Appendix A - Schedule of Whistleblowing Concerns Jan 2021 - Dec 2021  
 Appendix B - Whistleblowing Policy**

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location
Whistleblowing Policy	<a href="http://svp-policyhub02/PolicyHubAdmin/Inbox/MyLibrary">http://svp-policyhub02/PolicyHubAdmin/Inbox/MyLibrary</a>

## Appendix A - Schedule of Whistleblowing (January 2021 to December 2021)

Date	Area	Investigated / Referred	Outcome
February 2021	Director of Housing, Neighbourhood & Building Services -  Concern regarding incorrect use of ring-fenced income	Investigated	Investigated by Internal Audit. The concern was not substantiated
May 2021	Director of Children Families & Education  Concerns of financial mismanagement and Code of Conduct breaches at an L.A. School.	Contact made with the WB who declined to provide any additional data.	Incident closed.
November 2021	Director of Adult Social Care - Officer behaviour following the raising of safeguarding concerns.	Investigated	Investigated by the service and appropriate action taken.
November 2021	Director of Children Families & Education - Officer behaviour following the raising of safeguarding concerns	Under investigation	Under investigation
December 2021	Director of Children Families & Education - Concerns of financial mismanagement.	Under investigation	Under investigation
December 2021	Director of Adult Social Care - Officer behaviour following the raising of safeguarding concerns.	Under investigation	Under investigation

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**Summary:**

This policy is for all Council staff, including employees, temporary workers, agency staff and people working for contractors and relates to how to raise genuine concerns of illegal, unethical or immoral conduct.

Note: This policy should be read in conjunction with The Anti-Fraud Bribery and Corruption Policy, Raising a Grievance Informally guidance and Employees Code of Conduct.

<b>ID</b>	Whistle Blowing Policy
<b>Last Review Date</b>	January 2022
<b>Next Review Date</b>	January 2023
<b>Approval</b>	Governance and Audit and Standards Committee
<b>Policy Owner</b>	Chief Internal Auditor
<b>Policy Author</b>	Deputy Chief Internal Auditor
<b>Advice &amp; Guidance</b>	Audit & Counter Fraud or Monitoring Officer
<b>Related Documents</b>	Freedom of Information Act 2000 <a href="http://www.legislation.gov.uk/ukpga/2000/36/contents">http://www.legislation.gov.uk/ukpga/2000/36/contents</a> Data Protection Act 1998 <a href="http://www.legislation.gov.uk/ukpga/1998/29/contents">http://www.legislation.gov.uk/ukpga/1998/29/contents</a>
<b>Applicability</b>	Guidance for all staff, including employees, temporary workers, agency staff and people working for contractors.

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## 1 Introduction

- 1.1 The Council is committed to achieving the highest possible standards of openness, probity and accountability in all of its practices. This policy is here to help you as an employee, to raise a concern you may have in the right way without fear.
- 1.2 We all have, at one time concerns about what is happening at work. Usually these concerns are easily resolved. However, when the concern is about illegal, unethical or immoral conduct i.e. malpractice; it can be difficult to know what to do. You may feel worried about raising an issue and decide to keep the concern to yourself, perhaps feeling that it is none of your business, only a suspicion or possibly a misunderstanding or interpretation. You may feel that raising the matter may be disloyal to colleagues, managers or the Council itself. Or perhaps you have tried to raise the matter, but found you have spoken to the wrong person or raised the issue in the wrong way and are not sure what to do next.
- 1.3 The Council would prefer you raise any concern about such malpractice when it is just a concern, rather than wait for proof. This policy aims to help you raise any concern about malpractice in the right way. It explains the routes open to all Council staff, including employees, temporary workers, agency staff and people working for contractors. This policy does not replace the Council's complaints procedure, which is open to all members of the public.

## 2 Scope of this policy

- 2.1 This whistleblowing policy is primarily for a serious concern, which affects the interests of others, such as service users, the public, colleagues or the council itself. Concerns may include but are not excluded to:
  - Breach of the law or committing an offence
  - Unauthorised or misappropriation of public funds
  - Suspected fraudulent activities
  - Approaches of bribery
  - Physical or sexual abuse of clients
- 2.2 If you want to bring a complaint or grievance that is about your employment or the way you have been treated, please use the Grievance Procedure.

**If in doubt – please raise it!**

### 3 Our assurances to you

#### Your safety

- 3.1 We recognise it may be difficult to raise a concern.
- 3.2 If you raise a genuine concern under this policy you will not be at risk of losing your job or suffering any reprisal as a result. Provided that you raise the matter honestly, it does not matter if you are mistaken. Of course we do not extend this assurance to someone who maliciously raises a concern they know is untrue. Any such conduct may be liable to disciplinary action or other appropriate action.
- 3.3 If disciplinary action or redundancy procedures have already been started, raising a concern will not, in itself, halt them.

#### Your confidence

- 3.4 We will not tolerate the harassment or victimisation of anyone raising a genuine concern. However we recognise that there may be some circumstances when you would prefer to speak to someone in confidence under this policy. If this is the case please say so at the outset. If you ask not to disclose your identity, we will not do so without your consent unless required by law. You should understand that there may be circumstances when we are unable to resolve a concern without revealing your identity (for instance where your personal evidence is essential) and in such cases we will discuss with you whether and how best we can proceed.

#### Anonymity

- 3.5 Please remember that if you do not tell us who you are it may be more difficult for us to look into the matter, as further clarification may be needed in relation to the concerns raised. In addition we will not be able to protect your position and or be able to provide you with the same support and assurances if you report a concern anonymously.

### 4 How to raise a concern

- 4.1 Please remember that you do not need to have firm evidence of malpractice before raising a concern. However, we do ask that you explain as fully as you can the information or circumstances that gave rise to your concern. Remember the earlier you raise a concern the easier it is to resolve it. If you wish, you may be accompanied by a union or professional association representative or a friend.

#### Option One

- 4.2 We hope that you will feel able to raise your concern openly with your manager. This may be done orally, or if you prefer, in writing.



## Option Two

- 4.3 If you feel unable to raise the matter with your manager for whatever reason, or if you think the concern has not been properly addressed, please raise it with a senior manager in your area or contact:

Whistleblowing line on 023 9284 1373 email:  
[Whistleblowing@portsmouthcc.gov.uk](mailto:Whistleblowing@portsmouthcc.gov.uk)

Or via post (marked Private & Confidential) to:

Audit & Counter Fraud  
Portsmouth City Council  
Civic Offices  
Guildhall Square  
Portsmouth  
PO1 2AR

Or contact one of the following officers:

Paul Somerset, Deputy Chief Internal Auditor (023 9283 4673) email:  
[Paul.Somerset@portsmouthcc.gov.uk](mailto:Paul.Somerset@portsmouthcc.gov.uk)

Elizabeth Goodwin, Chief Internal Auditor (023 9283 4682) email:  
[Elizabeth.Goodwin@portsmouthcc.gov.uk](mailto:Elizabeth.Goodwin@portsmouthcc.gov.uk)

Peter Baulf, Monitoring Officer & City Solicitor (023 9283 4041) email:  
[Peter.Baulf@portsmouthcc.gov.uk](mailto:Peter.Baulf@portsmouthcc.gov.uk)

These people have been given special responsibility and training in dealing with whistle blowing concerns.

## 5 How we will handle the matter

- 5.1 Once you have raised your concern we will acknowledge that it has been received and confirm our understanding of the issues raised, to ensure that your concern is fully understood.
- 5.2 Initial enquiries will then be made to decide whether an investigation is appropriate and, if so, what form it should take. All investigations undertaken within the Authority are directed by the 'Investigations Steering Panel' whose panel members include, Monitoring Officer, Section 151 Officer and Audit & Counter Fraud. If deemed appropriate, the concern raised may be:
- Investigated by Audit & Counter Fraud or Management.
  - Referred to the Police
  - Referred to the External Auditor
  - The subject of an independent inquiry
  - A combination of the above

- 5.3 While we cannot guarantee that we will respond to all matters in the way that you might wish, we will handle the matter fairly and properly. We will not be able to disclose specific details of how this will be achieved. We will however give you limited feedback on the outcome of any investigation. Please note, that we will not be able to tell you about disciplinary or legal action, when it infringes a duty of confidence we owe to third parties.
- 5.4 Portsmouth City Council in issuing this policy is mindful of its responsibility under the General Data Protection Regulations, Data Protection and Freedom of Information Acts. These pieces of legislation impose an obligation on PCC to allow access to information held in relation to such investigations (subject to legal exemptions) whilst protecting the rights of individuals whom the data is about.
- 5.5 If you have any personal interest in the matter, we do ask that you tell us at the outset. If we think your concern falls more properly within the Grievance Procedure, we will tell you.

## 6 Independent advice

If you are unsure whether to use this policy or you want independent advice at any stage, free advice is available from:

- Your Trade Union, if applicable
- Protect, either by telephone on 020 3117 2510 or by email at [whistle@protect-advice.org.uk](mailto:whistle@protect-advice.org.uk)

## 7 External contacts

- 7.1 While we hope this policy gives you the reassurance you need to raise a concern internally, we recognise that there may be circumstances where you can properly report matters to outside bodies, such as the External Audit or other appropriate regulator, or in very serious situations, to the police.
- 7.2 Protect, or if applicable, your union will be able to advise you on such an option and on the circumstances in which you may be able to contact an outside body safely.

## 8 Administration

- 8.1 If you have any questions about the whistleblowing policy and how it applies, you can contact Audit & Counter Fraud or the City Solicitor & Monitoring Officer who will be pleased to answer your questions.
- 8.2 The Chief Internal Auditor has overall responsibility for the maintenance and operation of this policy and will report to the Governance and Audit and Standards annually on the application of this policy. The Deputy Chief Internal

Auditor maintains a record of concerns raised and the outcomes (but in a form which does not endanger staff confidentiality).

8.3 This policy will be reviewed annually by the Governance and Audit and Standards Committee.

See also: -

- The Anti-Fraud, Bribery and Corruption Policy
- The Complaints Policy
- The local Code of Conduct
- Employees Code of Conduct and Formal Action Policy
- The Council's Grievance Procedure and Raising a Grievance Informally

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# Agenda Item 8

<b>Title of meeting:</b>	Governance and Audit and Standards Committee
<b>Date of meeting:</b>	21 <sup>st</sup> January 2021
<b>Subject:</b>	Treasury Management Monitoring Report for the Third Quarter of 2021/22
<b>Report by:</b>	Chris Ward, Director of Finance and Resources (Section 151 Officer)
<b>Wards affected:</b>	All
<b>Key decision:</b>	No
<b>Full Council decision:</b>	No

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## 1. Executive Summary

This report outlines the Council's performance against the treasury management indicators approved by the City Council on 16<sup>th</sup> March 2021.

## 2. Purpose of report

The purpose of the report is to inform members and the wider community of the Council's Treasury Management position, ie. its borrowing and cash investments at 31<sup>st</sup> December 2021 and of the risks attached to that position.

Whilst the Council has a portfolio of investment properties and some equity shares which were acquired through the capital programme; these do not in themselves form part of the treasury management function.

## 3. Recommendations

It is recommended that the following be noted:

- 3.1 That the Council's Treasury Management activities have remained within the Treasury Management Policy 2021/22 in the period up to 31<sup>st</sup> December 2021.
- 3.2 That the actual Treasury Management indicators as at 31<sup>st</sup> December 2021 set out in Appendix A be noted.

#### 4. Background

The Council's treasury management operations encompass the following:

- Cash flow forecasting (both daily balances and longer-term forecasting)
- Investing surplus funds in approved cash investments
- Borrowing to finance short term cash deficits and capital payments
- Management of debt (including rescheduling and ensuring an even maturity profile)

The key risks associated with the Council's treasury management operations are:

- Credit risk - ie. that the Council is not repaid, with due interest in full, on the day repayment is due
- Liquidity risk - ie. that cash will not be available when it is needed, or that the ineffective management of liquidity creates additional, unbudgeted costs
- Interest rate risk - that the Council fails to get good value for its cash dealings (both when borrowing and investing) and the risk that interest costs incurred are more than those for which the Council has budgeted
- Maturity (or refinancing risk) - this relates to the Council's borrowing or capital financing activities, and is the risk that the Council is unable to repay or replace its maturing funding arrangements on appropriate terms
- Procedures (or systems) risk - ie. that a treasury process, human or otherwise, will fail and planned actions are not carried out through fraud or error

The treasury management budget accounts for a significant proportion of the Council's overall budget.

The Council's Treasury Management Policy aims to manage risk whilst optimising costs and returns. The Council monitors and measures its treasury management position against the indicators described in this report. Treasury management monitoring reports are brought to the Governance and Audit and Standards Committee for scrutiny.

The Governance and Audit and Standards Committee noted the recommendations to Council contained within the Treasury Management Policy 2020/21 on 5<sup>th</sup> March 2021. The City Council approved the Treasury Management Policy 2021/22 on 16<sup>th</sup> March 2021.

**5. Reasons for Recommendations**

To highlight any variance from the approved Treasury Management Policy and to note any subsequent actions.

To provide assurance that the Council's treasury management activities are effectively managed.

**6. Integrated impact assessment**

An integrated impact assessment is not required as the recommendations do not directly impact on service or policy delivery. Any changes made arising from this report would be subject to investigation in their own right

**7. Legal Implications**

The Section 151 Officer is required by the Local Government Act 1972 and by the Accounts and Audit Regulations 2015 to ensure that the Council's budgeting, financial management, and accounting practices meet the relevant statutory and professional requirements. Members must have regard to and be aware of the wider duties placed on the Council by various statutes governing the conduct of its financial affairs.

**8. Director of Finance and Resources (Section 151 Officer) comments**

All financial considerations are contained within the body of the report and the attached appendices.

.....  
Signed by Director of Finance and Resources (Section 151 Officer)

**Appendices:**

**Appendix A: Treasury Management Monitoring Report**

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

<b><u>Title of document</u></b>	<b>Location</b>
1 Treasury Management Records	Financial Services



**TREASURY MANAGEMENT POSITION FOR THE THIRD QUARTER OF 2021/22****A1. SUMMARY OF TREASURY MANAGEMENT INDICATORS**

The City Council approved the authorised limit (the maximum amount of borrowing permitted by the Council) and the operational boundary (the maximum amount of borrowing that is expected) on 9<sup>th</sup> February 2021. The Council's debt on 31<sup>st</sup> December was as follows:

<b>Prudential Indicator</b>	<b>Limit £m</b>	<b>Actual £m</b>
Authorised Limit - the maximum amount of borrowing permitted by the Council	963	759
Operational Boundary - the maximum amount of borrowing that is expected	945	759

The maturity structure of the Council's fixed rate borrowing was:

	<b>Under 1 Year</b>	<b>1 to 2 Years</b>	<b>3 to 5 Years</b>	<b>6 to 10 Years</b>	<b>11 to 20 Years</b>	<b>21 to 30 Years</b>	<b>31 to 40 Years</b>	<b>41 to 50 Years</b>
Minimum proportion of loans maturing	0%	0%	0%	0%	0%	0%	0%	0%
Maximum proportion of loans maturing	10%	10%	10%	20%	30%	40%	40%	50%
Actual proportion of loans maturing	1%	1%	4%	13%	13%	5%	32%	31%

The maturity structure of the Council's variable rate borrowing was:

	<b>Under 1 Year</b>	<b>1 to 2 Years</b>	<b>3 to 5 Years</b>	<b>6 to 10 Years</b>	<b>11 to 20 Years</b>	<b>21 to 30 Years</b>	<b>31 to 40 Years</b>	<b>41 to 50 Years</b>
Minimum proportion of loans maturing	0%	0%	0%	0%	0%	0%	0%	0%
Maximum proportion of loans maturing	10%	10%	10%	20%	30%	40%	40%	40%
Actual proportion of loans maturing	2%	2%	6%	11%	23%	25%	17%	14%

Surplus cash invested for periods longer than 365 days on 31<sup>st</sup> December 2021 was:

	<b>Limit</b>	<b>Quarter 1 Actual</b>
	£m	£m
Maturing after 31/3/2022	200	104
Maturing after 31/3/2023	134	48
Maturing after 31/3/2024	103	9

## **A2. GOVERNANCE**

The Treasury Management Policy approved by the City Council on 16<sup>th</sup> March 2021 provides the framework within which treasury management activities are undertaken.

There have been no breaches of these policies during 2021/22 up to the period ending 31<sup>st</sup> December 2021.

### A3. INTEREST RATE FORECASTS

The Council has appointed Link Group as its treasury advisor and part of their service is to assist the Council to formulate a view on interest rates.

The latest forecasts are shown below.

Link Group Interest Rate View		20.12.21												
	Dec-21	Mar-22	Jun-22	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25
BANK RATE	0.25	0.25	0.50	0.50	0.50	0.75	0.75	0.75	0.75	1.00	1.00	1.00	1.00	1.25
3 month ave earnings	0.20	0.30	0.50	0.50	0.60	0.70	0.80	0.90	0.90	1.00	1.00	1.00	1.00	1.00
6 month ave earnings	0.40	0.50	0.60	0.60	0.70	0.80	0.90	1.00	1.00	1.10	1.10	1.10	1.10	1.10
12 month ave earnings	0.70	0.70	0.70	0.70	0.80	0.90	1.00	1.10	1.10	1.20	1.20	1.20	1.20	1.20
5 yr PWLB	1.40	1.50	1.50	1.60	1.60	1.70	1.80	1.80	1.80	1.90	1.90	1.90	2.00	2.00
10 yr PWLB	1.60	1.70	1.80	1.80	1.90	1.90	2.00	2.00	2.00	2.10	2.10	2.10	2.20	2.30
25 yr PWLB	1.80	1.90	2.00	2.10	2.10	2.20	2.20	2.20	2.30	2.30	2.40	2.40	2.50	2.50
50 yr PWLB	1.50	1.70	1.80	1.90	1.90	2.00	2.00	2.00	2.10	2.10	2.20	2.20	2.30	2.30

PWLB is the Public Works Loans Board

In December the Bank of England put interest rates up by 0.15% from 0.10% to 0.25% reflecting the upswing in the current business cycle in western economies as recovery progresses from the Covid recession of 2020. The next increase in Bank Rate is likely to occur by May. With inflation expected to peak at around 6% in April, the Monetary Policy Committee (MPC) may want to be seen to be active in taking action to counter inflation on 5th May, the release date for its Quarterly Monetary Policy Report. The December 2021 MPC meeting was more concerned with combating inflation over the medium term than supporting economic growth in the short term.

Bank Rate increases beyond May are difficult to forecast as inflation is likely to drop sharply in the second half of 2022. However, the MPC will want to normalise Bank Rate over the next three years so that it has its main monetary policy tool ready to use in time for the next downturn; all rates under 2% are providing stimulus to economic growth. Link have put year end 0.25% increases into Q4 of each financial year from 2023 to recognise this upward bias in Bank Rate, but the actual timing in each year is difficult to predict. Covid remains a major potential downside threat in all three years as there could be further mutations.

### A4. BORROWING ACTIVITY

No borrowing was undertaken during the year to 31<sup>st</sup> December 2021.

The Council's gross borrowing on 31<sup>st</sup> December 2021 of £759m is within the Council's Authorised Limit (the maximum amount of borrowing approved by City Council) of £963m and within the Council's Operational Boundary (the limit beyond which borrowing is not expected to exceed) of £945m.

The Council plans for gross borrowing to have a reasonably even maturity profile. This is to ensure that the Council does not need to replace large amounts of maturing borrowing when interest rates could be unfavourable.

The actual maturity profile of the Council's borrowing is within the limits contained within the Council's Treasury Management Policy (see paragraph A1).

#### Early Redemption of Borrowing

Debt rescheduling opportunities have been limited in the current economic climate and following the various increases in the margins added to gilt yields which has impacted PWLB new borrowing rates since October 2010.

Apart from two loans all the Council's borrowings to finance capital expenditure are fixed rate and fixed term loans. This reduces interest rate risk and provides a high degree of budget certainty.

The Council's borrowing portfolio is kept under review to identify if it would be financially beneficial to repay any specific loans early. Repaying borrowing early invariably results in a premium (early repayment charges) by the PWLB that are sufficiently large to make early repayment of borrowing financially unattractive to the Council.

No debt rescheduling or early repayment of debt has been undertaken during the first three quarters of 2021/22 as it has not been financially advantageous for the Council to do so.

### **A5. INVESTMENT ACTIVITY**

The Council's investments averaged £445m to 31<sup>st</sup> December and made an average annualised return of 0.42%.

As shown by the interest rate forecasts in section A3, it is now impossible to earn the level of interest rates commonly seen in previous decades as all short-term money market investment rates have only risen weakly since Bank Rate was cut to 0.10% in March 2020. The Bank of England did increase Bank Rate by 0.15% to 0.25% in December. Typically, a rate hike would fully flow through to market pricing, especially for shorter durations. However, many banks are already awash with cash and have little appetite for yet more monies, especially over year-end. This may limit the extent to which the full increase in Bank Rate is reflected in the rates offered for shorter term investments. For longer term investments, the increase in the pace of monetary policy tightening, rather than any increase in the peak level, may impact longer term interest rates.

Significant levels of downgrades to short- and long-term credit ratings have not materialised since the crisis in March 2020. In the main, where they did change, any alterations were limited to outlooks. However, as economies are beginning to reopen, there have been some instances of previous lowering of outlooks being reversed.

Although CDS prices (these are market indicators of credit risk) for banks (including those from the UK) spiked at the outset of the pandemic in 2020, they have subsequently returned to near pre-pandemic levels.

## A6. COMBINED BORROWING AND INVESTMENT POSITION (NET DEBT)

The Councils net debt position on 31<sup>st</sup> December 2021 is summarised in the table below.

	<b>Principal</b>	<b>Average Interest Rate</b>	<b>Interest to 31<sup>st</sup> December 2021</b>
Borrowing (including finance leases & private finance initiative (PFI) schemes)	£759m	3.39%	£19.3m
Investments	(466m)*	(0.42%)	(£1.4m)
Net Debt	£293m		£17.9m

\*Although the Council's investments were £466m on 31<sup>st</sup> December 2021, the average sum invested over this period was £445m.

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<b>Title of meeting:</b>	Governance & Audit & Standards Committee
<b>Date of meeting:</b>	21 January 2022
<b>Subject:</b>	Report to Governance & Audit & Standards Committee on complaints received into alleged breaches of the Code of Conduct by Members of the Council for the calendar year 2021
<b>Report by:</b>	City Solicitor
<b>Wards affected:</b>	N/A
<b>Key decision:</b>	No
<b>Full Council decision:</b>	No

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## **1 Purpose of report**

- 1.1 To update Members of the Committee in relation to complaints which have been progressed within the calendar year 2021 and which allege that Councillors may have breached the Code of Conduct.

## **2 Recommendations**

- 2.1 It is recommended that Members of the Committee note the report.
- 2.2 It is recommended that Members of the Committee consider whether any further action is required by them.
- 2.3 It is recommended that Members of the Committee place on record their thanks to the Independent Persons. All independent Persons have been contacted and provided the Monitoring Officer with feedback. The MO will comment at the meeting if relevant.

## **3 Background**

- 3.1 Upon acceptance of office, all Councillors undertake to comply with the Code of Conduct. In the event that a Councillor may have failed to comply with the Code of Conduct, a complaint may be made. The City Solicitor, as the Council's Monitoring Officer, is appointed to receive such complaints. The complaints are then considered in accordance with the guidance provided under the Local Government Act 2000.
- 3.2 The City Solicitor, as requested by the Governance & Audit & Standards Committee, maintains records on the progress of complaints and each year produces a report to this Committee. This year's report is attached at Appendix A.

- 3.3 The Monitoring Officer has, in this report, detailed the nature of the complaints, but is constrained by the information which can be provided in an open report, to protect the identity of the Subject Member, particularly in those cases where the Sub-Committee has decided that the Code has not been breached. In the circumstances the Monitoring Officer advises that if Members require more detailed information they should seek it from the Monitoring Officer prior to the Committee meeting or during the meeting. If the latter, the meeting will be moved into exempt session.
- 3.4 After having considered Appendix A, Members are asked to decide whether there are any matters of concern or whether further action is required by the Committee or City Solicitor.

**4 Reasons for recommendations**

- 4.1 To make Members of the Committee aware of the current position with regard to complaints and ensure that appropriate action is taken.

**5 Integrated Impact Assessment (IIA)**

- 5.1 An integrated impact assessment is not required as the recommendations do not have a positive or negative impact on communities and safety, regeneration and culture, environment and public space or equality and diversity.

**6 Legal implications**

- 6.1 The City Solicitor's comments are included in this report.

**7 Director of Finance's comments:**

- 7.1 There are no financial implications arising from the recommendations set out in this report.

.....  
City Solicitor

**Appendices: Appendix A - Schedule of Complaints**

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location



**Appendix A - Schedule of Complaints - for year 2021**

Note: this schedule covers complaints received and concluded since the previous report to committee on 15 January 2021.

Complaint Reference	Date Complaint received	Summary and outcome of alleged complaint	Complaint by
1.	9 December 2020	<p>The subject member was alleged to have:</p> <ul style="list-style-type: none"> <li>• Failed to treat others with respect</li> <li>• Conducted themselves in a manner which could reasonably be regarded as bringing their office or the Authority into disrepute</li> </ul> <p>The Initial Filtering Panel ("IFP") held on 28 January 2020 decided there was a breach of the Code.</p> <p>The agreed outcome was that the Member will provide a full written sincere apology to Councillor.</p>	Member
2.	17 September 2021 (Two complaints on the same matter)	<p>The subject member was alleged to have:</p> <ul style="list-style-type: none"> <li>• Failed to treat others with respect;</li> <li>• Attempted to intimidate, or try to intimidate, anyone who has complained about you or who may be involved in a complaint about you;</li> <li>• Compromised the impartiality of the Authority's officers;</li> <li>• Conducted themselves in a manner which could reasonably be regarded as bringing the office of the Authority into disrepute.</li> </ul> <p>The Initial Filtering Panel ("IFP") held on 12 October 2021 decided there was no breach of the Code.</p> <p>The agreed outcome was the that the Member will meet with the Monitoring Officer to discuss in detail the nature of the complaints to avoid a repeat complaint(s) on the matter.</p>	Public

Complaint Reference	Date Complaint received	Summary and outcome of alleged complaint	Complaint by
3.	31 October 2021 (Three complaints on the same matter)	<p>The subject member was alleged to have:</p> <ul style="list-style-type: none"> <li>• Failed to treat others with respect;</li> <li>• Accused of bullying;</li> <li>• Conducted themselves in a manner which could reasonably be regarded as bringing the office of the Authority into disrepute.</li> </ul> <p>The Initial Filtering Panel ("IFP") held on 3 December 2021 decided there was breach of the Code.</p> <p>The agreed outcome was that the Member will meet with the Monitoring Officer to discuss in detail, self-awareness, use of the title "Councillor" and to request assurances on future conduct.</p>	Public
4.	5 November 2021	<p>The subject member was alleged to have:</p> <ul style="list-style-type: none"> <li>• Failed to treat others with respect; and</li> <li>• Is accused of bullying; and</li> <li>• Failed to conduct themselves in a manner which could reasonably be regarded as bringing your office or the Authority into disrepute; and</li> <li>• Failed to regard to any applicable Local Authority Code of Publicity made under the Local Government Act 1986 or otherwise.</li> </ul> <p>The Initial Filtering Panel ("IFP") held on 3 December 2021 decided there was no breach of the Code.</p> <p>There was no actions recommended and in accordance with the policy, the complainant may make a request for the complaint to be considered by an Assessment Sub-Committee, if received with 10 days of the decision notice. No request was made.</p>	Public



<b>Title of meeting:</b>	Governance Audit and Standards Committee
<b>Date of meeting:</b>	21 January 2022
<b>Subject:</b>	Property Investment Fund - Covid-19 Impact
<b>Report by:</b>	Tom Southall
<b>Wards affected:</b>	All
<b>Key decision:</b>	No
<b>Full Council decision:</b>	No

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## 1. Purpose of report

- 1.1 To provide a summary of the response and impact of the Covid- 19 pandemic on Portsmouth City Council's commercial property investments.

## 2. Background

- 2.1. The Council's commercial portfolio consists of circa 550 agreements (or tenants), brings in rental revenues of £26 million per annum and is geographically spread across the UK.
- 2.2 For the purposes of this briefing note the 'commercial property portfolio' is not reported in relation to the Council's holding portfolios (Housing, Leader, Culture & Leisure etc.), rather the portfolio is split into three constituent parts, based purely on an assumption of holding purpose. These are;
  - 2.2.1 Portsmouth Based Properties (£8 million pa) - these tend to be assets that have been held for a long time, are 'within the borough' and whose sole purpose for retention is not revenue generation.
  - 2.2.2 Lakeside Portfolio (£8.2 million pa) - this consists of all lettings within the 136 acre Lakeside North Harbour business campus.
  - 2.2.3 National Investment Properties (£9.25 million pa) - the properties within this category are held predominantly for their revenue and capital returns. Please note this category includes Portsmouth Retail Park, and assets at Dunsbury Business Park.
- 2.3 The Covid-19 pandemic imposed lockdowns on the population in 2020/21 which impacted on businesses across all sectors. In the commercial property investment markets the restrictions placed on the movement of people led to almost immediate 'work from home' requirements from employers, and a significant switch away from shopping physically in store, to online shopping. These changes came about almost

overnight in the first lockdown and as a result, severely affected activity in the commercial property investment markets in 2020.

- 2.4 Toward the second half of 2020 some recovery was seen in certain sectors, such as logistics and warehousing which supports online shopping.
- 2.5 During 2020, the government was fast to intervene to support businesses and their employees. Financial assistance included the furlough scheme, direct grants for small and medium sized businesses, extensions to rate exemptions and other small business grants. Local businesses were encouraged to make use of this help through regular contact with their Local Authority's economic development teams, including those at PCC.
- 2.6 The government also made concessions in the wider residential property market with measures including an extension to the stamp duty holiday for residential transactions, which led to a general increase in transactions towards the middle of 2021.
- 2.7 It is worth noting however, that assistance has not been directly offered to commercial landlords when tenants were unable to pay their rent. In fact, since March 2020, restrictions on commercial landlords' ability to recover rent arrears from their tenants has been significantly restricted by government intervention to prevent use of some of the usual remedies available, via the Coronavirus Act 2020. These include restrictions in use of Statutory Demands and uncompromising restrictions on the use of the Commercial Rent Arrears Recovery (CRAR) process. The latter was a well-used measure prior to the pandemic and enabled landlords to take steps to recover rent arrears once it was 7 days overdue. CRAR can only now be used to recover rent more than 554 days old and is little used as a result of the restrictions. It is expected that this will be reviewed again in March 2022.
- 2.8 In June 2020, the government published a code of practice for Landlords and Tenants to encourage communication and provide transparency between the parties in the event of non-payment of rent. The code was not legally binding, but was a positive step, as it provided a framework to encourage tenants to bring key information forward so that landlords could consider what help might be provided and what risk those decisions might pose. The code was updated in November 2021 and remains voluntary, although this position is under review. The code has been adopted by the PCC property management team since its introduction in June 2020.

#### PCC Commercial Tenant Support Scheme

- 2.9 At the start of the pandemic, it was agreed with the S.151 Officer that assistance by way of rent-free periods would not be offered to commercial tenants, only reasonable deferrals and/or a temporary changes to payment frequencies would be acceptable proposals. In April 2020 (and in advance of the code being published), PCC's commercial property team setup an online portal for all of its tenants, with the aim of streamlining the process for requests for help with rent payments. The portal encouraged tenants to provide a summary of assistance received from central government and prompted submission or commentary on business plans where available, so that tenants were able to ask for a rent deferral and/or to move rental payments to a monthly frequency. This allowed PCC as landlord to have a better

understanding of their respective trading positions and enable targeted support. PCC were not in a position to waive rent payments or to offer rent free periods.

- 2.10 Debts continued to be monitored closely between finance and property teams to ensure that all measures available, including any offers of assistance if appropriate, were discussed and agreed swiftly.
- 2.11 The first application via the portal was received in April 2020 and the portal was closed to new applications at the end of September 2021. The number of applications received while the portal was open was 127.

#### Financial returns

- 2.12 Please see Confidential Appendix A
- 2.13 Please see Confidential Appendix A
- 2.14 Please see Confidential Appendix A
- 2.15 Year-end Rent Rolls

	<b>Rent Roll 31.3.20</b>	<b>Rent Roll 31.3.21</b>
<b>National Investment</b>	£9,000,000 pa	£9,250,000 pa
<b>Lakeside</b>	£8,963,124 pa	£8,293,277 pa
<b>Portsmouth</b>	£8,290,000 pa	£7,940,889 pa

- 2.16 Year-end Portfolio Valuations

	<b>31.3.20</b>	<b>31.3.21</b>
<b>National Investment</b>	£183,200,000	£190,160,000
<b>Lakeside</b>	£138,000,000	£138,855,000
<b>Portsmouth</b>	£193,991,367	£192,317,464

- 2.17 In the Investment Fund the investments are spread across asset classes which have weathered the stagnation in the commercial investment markets well, particularly in logistics and warehousing.

- 2.18 In contrast, the office investment market at Lakeside remains quiet and growth in capital values has been suppressed as a result.
- 2.19 A drop in capital values between the two years in the Portsmouth portfolio is due to the make-up of this portfolio being of much wider spread of asset classes, a higher number of smaller value assets largely let to weaker covenants who were not as resilient to the impact of Covid-19.
- 2.20 In the Investment Fund, the principles of management remain on an asset by asset basis to ensure the strategy for income growth and capital values are carefully balanced whilst they are held in the Fund. There have been some tenant failures; one larger failure, Roanza Limited, based in Warrington, which fortunately did not result in a vacant unit as the Administrators continued to trade from the building and continued to pay rent. This is affording the Fund time to consider all of the redevelopment opportunities in a buoyant logistics market. The other failure resulted in a vacant unit, which is a small first floor office at Portsmouth Retail Park, vacated in 2020. Marketing has resulted in a good level of interest in the last two months of 2020, with re-occupation expected in Q2 2022.
- 2.21 At Lakeside, the autumn of 2020 saw good levels of enquiries from new occupiers with take up of smaller office suites (under 3,000 sq ft) being strong. A lack of good quality stock on the M27 corridor has actually led to an increase in the headline rents being achieved, now at £23 per sq ft, compared with pre-pandemic levels of circa £21 per sq ft. There are approximately 55 tenants at Lakeside and some turnover of tenants leaving and new ones taking up leases is considered normal. Anecdotally there has been a trend from occupiers to downsize at lease expiry, but this is masked to some degree by new occupiers filling the spaces created. There were no tenant failures due to the pandemic.
- 2.22 In the Portsmouth portfolio, a number of occupiers have struggled, the most notable failure being Your Centre Limited who occupied space in the Civic Offices, leaving a significant debt to pursue once the company went into administration, then liquidation and the lease was disclaimed.

### **3. Legal implications**

- 3.1 None.

### **4. Director of Finance's comments**

- 4.1 The Council have bad debt provisions of £1.273m in place for outstanding rental payments where there is a risk of non-recovery as detailed in the table below.

	<b>Sep 2021</b>	<b>Mar 2021 (Y/E)</b>
<b>National Investment</b>	£521,125	£593,000

<b>Lakeside</b>	£207,000	£169,000
<b>Portsmouth</b>	£469,000	£511,000

Overall, there has been a slight improvement in the bad debt position. The debt for Your Centre Limited mentioned in the report is 100% covered by the provision.

.....  
Signed by:

Tom Southall, Assistant Director Property & Investment

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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# Agenda Item 12

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**Portsmouth**  
CITY COUNCIL

<b>Title of meeting:</b>	Governance and Audit and Standards Committee
<b>Subject:</b>	Procurement Management Information
<b>Date of meeting:</b>	21 January 2022
<b>Report by:</b>	Richard Lock - Procurement Manager
<b>Wards affected:</b>	N/A

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## 1. Requested by

Governance and Audit and Standards Committee.

## 2. Purpose

To provide evidence to allow the committee to evaluate the extent that Portsmouth City Council is producing contracts for goods, works and services in a legally compliant value for money basis.

## 3. Information Requested

The report covers 3 key performance monitoring areas:

- Spend compliance
- Contract award via waiver
- Contract management performance monitoring

At the request of the Committee at the meeting held on 24<sup>th</sup> July 2020 the base line data used to calculate summary figures is included as the following exempt appendixes:

- EXEMPT - G&A - Procurement MI - App 1 Spend Compliance Dec 21 - 10.01.22
- EXEMPT - G&A - Procurement MI - App 2 Waivers Nov - Dec 21 - 10.01.22
- EXEMPT - G&A - Procurement MI - App 3 Contract KPIs Oct - Dec 21 - 10.01.22

The report provides a performance comparison between the last time period reported to the committee on 5<sup>th</sup> November 2021 which analysed performance over a time period of July - October 2021.

Whilst we generally try to cover performance by quarter to allow for effective comparison on this occasion we are only able to the latest two month period of November - December 2021 due to the timings of the Governance, Audit & Standards Committee meetings.

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Whilst the pressures of the pandemic and Brexit continue to be felt the Council has again further moved from a position of response to one of recovery, as shown within the comparisons made within this report.

Where detail is required by the committee the Procurement Manager will provide this during the committee meeting, however where questions relate to detail included within the exempt appendices responses cannot be provided whilst the public live streaming is in operation.

## **SECTION 1 - SPEND COMPLIANCE**

### Introduction

The table on the following page provides a comparison of spend compliance from the last report taken to Committee on 5<sup>th</sup> November 2021 which covered the month of September 2021 against spend compliance covering the month of December 2021.

### Context & Current Process

The Local Government Transparency Code (2015) requires that all contracts with a lifetime value of £5,000 or above are published. The Council monitors and enforces compliance by requiring every purchase order with a distribution value of £5,000 or above is linked to a contract entry which has been raised and published on the Council's InTend system.

Compliance is measured initially by reporting on spend linked to a contract entry which has been raised on the council's InTend system. The presence of a contract entry on the InTend system implies that either:

- The contract has been awarded following a procedure which complies with the council's Contract Procedure Rules (CPRs) and wider statutory Public Contracts Regulations (2015) (PCRs)
- A waiver to depart from requirements set out within the council's CPRs and / or PCRs has been approved by the relevant director, Procurement Manager and / or Procurement Gateway Board as proportionate to the value and risk associated with the contract in question

It should be noted that the 'compliance' definition for this section of the report also includes for approved departures from local constitutional rules and national legislation as set out above. The data and analysis provided in this section therefore relates to compliance with the Council's procurement governance processes. Overall compliance with rules and regulations is covered under Section 2 of this report which provides an analysis of contracts awarded via waiver approval within the quarter.

It should also be noted that the report does not include for financial transactions from all of the council's systems and solutions. This includes for payments made via purchasing cards, utilities transactions processed via Housing, Neighbourhood & Buildings systems,

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Adult Social Care Controc system, Children's Social Care Mosaic system, CHAPS payments, cheque payments, etc.

Planned Development

Following implementation of the Oracle FUSION system which required significant levels of input from Procurement and full time allocation of 2 key members of the Procurement team work has now begin to develop the spend compliance reports in terms of both completeness and content.

Though Procurement's input into the Oracle FUSION project, spend reports on transactions linked to waiver approvals can now be readily obtained. This will allow the Committee to assess compliance performance by overall spend in a much broader sense than is currently being presented. Procurement will seek to develop the expanded report in time for the next Committee meeting.

Work has also begun to investigate running reports on spend which is processed via systems other than Oracle FUSION. This will take some time to develop and it may be that due to system / process restrictions that a comparable view of compliance performance may not be fully achievable for all systems, although this will be the aim.

A phased plan will be developed and agreed with the managers who are responsible for the further systems. The first system which is being actively investigated is the Adult Social Care Controc system where work has already been undertaken to match financial transactions to InTend contract entries.

If possible the spend compliance report will be expanded to include for analysis of Controc spend in time for inclusion at the next Committee meeting. Procurement will also aim to bring a draft plan for addressing further systems, although this will be dependent upon engagement from services who may have other priorities.

December 21 Analysis

The detailed report taken from Oracle FUSION is included as exempt 'Appendix 1 - Spend Compliance Dec 21'. This report shows the compliance figures overall, by service and by sub-service area both before and after further review by the Procurement manager.

The 'raw' performance data is reviewed by the Procurement Manager who then removes spend where:

- It is known that compliance with governance has been addressed but due to admin error the spend was not linked properly to a contract entry
- It is known that compliance with governance has been addressed but a contract entry is required on InTend
- The spend transaction does not fall under the scope of local or wider procurement rules and regulations and / or transparency requirements - e.g. land transactions, S75 agreements, grants, funding arrangements, below £5k transactions, etc.

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The exempt Spend Compliance report attached as Appendix 1 provides the Procurement Manager's summary analysis for each transaction which showed as non-compliant from the 'raw' report, whether the transaction has been 'retained' or 'removed' from the adjusted figures and the basis for the classification made.

A summary of the analysis undertaken by service area is included within the data following table. A target of 95% compliance overall and by service following any adjustments made by the Procurement Manager has been set previously by the Committee.

Raw compliance has dropped by a significant margin from 91% reported for September 21 and 92% reported in July 21 to 77% for December 21. However, as shown in the service by service narrative analysis which follows this has been driven by one transaction of approx. £4.6M which relates to a significant construction contract which was let compliantly via a pre-existing national framework agreement but for which a contract entry has not been raised on the InTend system.

When this one transaction is addressed compliance for December 21 equates to 99% which is the same adjusted figure reported for both July and November 21.

Following adjustment the compliance figure for December 2021 is now at 99% which is the same as the figure reported at the last two Committee meetings.

The figures by service area are broken down within the following table, with a summary analysis provided following after and detailed information on transactions included within the exempt Appendix Spend Compliance report.

All services adjusted figures are above the 95% target other than Executive at 91%. It should be noted that this service areas total non-compliant spend of £62,921 for the month forms a fraction of total spend for the month of £28,388,444. Furthermore the transactions concerned are unlikely to pose any level of market challenge or best value risk to the Council given the relatively low values involved.

**Key**

- **NC - Non-compliant**
- **C - Compliant**

Directorate	September 2021			December 2021		
	Total £	NC £	C %	Total £	NC £	C %
Adult Services	£479,148	£11,256	98%	£825,147.05	£3,431	100%
Children Families & Education	£412,974	£729	100%	£285,820	£3,233	99%

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Corporate Services	£215,534	£90,465	70%	£452,511.89	£18,339	96%
Culture Leisure & Regulatory Services	£206,663	£2,383	99%	£190,684.48	£9,589	95%
Executive	£88,998	£1,979	98%	£62,921	£6,458	91%
Finance	£3,456,220	£47,093	99%	£3,041,380.09	£13,563	100%
Housing Neighbourhood & Building Services	£7,923,989	£22,483	100%	£6,302,136.83	£3,498	100%
Portsmouth International Port	£492,284	£0	100%	£6,027,747	£48,279	99%
Public Health	£235,110	£0	100%	£57,351	£0	100%
Regeneration	£7,808,459	£54,756	99%	£4,958,520.48	£1,809	100%
<b>TOTAL</b>	<b>£22,624,444</b>	<b>£236,594</b>	<b>99%</b>	<b>£28,231,967</b>	<b>£156,477</b>	<b>99%</b>

Below is a summary of the nature of the non-compliant spend by service area and assessment of risk by the Procurement Manager. Full details have been made available to the committee in the exempt information which accompanies this report - 'G&A - Procurement MI - App 1 Spend Compliance Sep 21 - 05.11.20'.

### **Adult Services**

No concerns. All non-compliant transactions fall significantly below the Council's tender threshold of £100k and significantly below £189k threshold for supplies and priority services under Public Contracts Regulations (2015) relevant at December 2021.

However, it should be noted that as stated previously these figures do not include for payments made to social care providers which are processed via the Controc system.

### **Children, Families & Education**

No concerns. One transaction which requires investigation for 1-1 tuition services although the value falls below the Council's £100k tender threshold.

It should also be noted that as stated previously these figures do not include for payments made to some children's social care providers which are processed via the Mosaic system.



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### **Corporate Services**

No concerns. All 11 non-compliant transactions fall significantly below the Council's tender threshold of £100k and significantly below £189k threshold for supplies and priority services under Public Contracts Regulations (2015) relevant at December 2021.

### **Culture Leisure and Regulatory Services**

No concerns. All 4 non-compliant transactions fall significantly below the Council's tender threshold of £100k and significantly below £189k threshold for supplies and priority services under Public Contracts Regulations (2015) relevant at December 2021.

The highest value non-compliant transaction which has a yearly distribution amount of £46,000 is linked to a lease arrangement and therefore may not be covered by procurement regulations although further investigation is required.

### **Executive**

No concerns. Whilst at 91% the 95% performance target has been missed the 3 non-compliant transactions fall significantly below the Council's tender threshold of £100k and significantly below £189k threshold for supplies and priority services under Public Contracts Regulations (2015) relevant at December 2021.

### **Finance**

No concerns. 2 transactions relate to out of area school placements which fall under light touch regime which has a significantly higher statutory advertising threshold of £663,540 and often cannot be effectively tendered due to urgency, high needs, supplier capacity and end user preference.

2 other transactions relate to specific legal services which are likely to fall outside of full application of the Public Contracts Regulations (2015) and in any event fall significantly below the Council's tender threshold of £100k and the higher statutory threshold which applies to light touch regime services which generally encompasses legal services.

The remaining 2 non-compliant transactions fall significantly below the Council's tender threshold of £100k and significantly below £189k threshold for supplies and priority services under Public Contracts Regulations (2015) relevant at December 2021.

### **Housing Neighbourhood and Building Services**

No concerns. 1 transaction has a yearly distribution value of £450k and relates to securing of hotel rooms for placement of priority homeless individuals. This arrangement has been sourced compliantly via a Council Dynamic Purchasing System and has been removed from the non-compliant figures.

2 further below £100k transactions have also been removed from the non-compliant figures where compliant contracts or waivers have been approved. The remaining non-compliant transactions fall significantly below the Council's tender threshold of £100k and



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significantly below £189k threshold for supplies and priority services under Public Contracts Regulations (2015) relevant at December 2021.

**Portsmouth International Port**

No concerns. 1 transaction with a distribution value of £4,638,177 relating to construction of the new Border Control Post facilities which significantly skews the service and overall performance figures has been removed from the non-compliant figures as the contract was sourced compliantly from a national framework agreement although a contract entry is still required on InTend.

The remaining non-compliant transactions fall significantly below the Council's tender threshold of £100k and significantly below £189k threshold for supplies and priority services under Public Contracts Regulations (2015) relevant at December 2021.

**Public Health**

No concerns. 100% compliant.

**Regeneration**

No concerns. 1 transaction with a distribution value of £10,197,895 relating to construction works at Dunsbury Park has been removed from the non-compliant figures as the contract was sourced compliantly from a national framework agreement although a contract entry is still required on InTend.

A further transaction with a distribution value of £177,964 which relates to cost consultancy associated with Dunsbury Park has also been removed from the non-compliant figures as again this has been compliantly sourced from a national framework agreement.

One transaction with a distribution value of £20k has been removed from the non-compliant figures as the contract which is concerned with home to school transport has been sourced compliantly via a Council Dynamic Purchasing System.

The remaining non-compliant transactions fall significantly below the Council's tender threshold of £100k and significantly below £189k threshold for supplies and priority services under Public Contracts Regulations (2015) relevant at December 2021.

**SECTION 2 - CONTRACT AWARD VIA WAIVER**

The tables below show a comparison of contracts awarded via direct award waiver between July - October 2021 as reported at the Committee meeting on 5<sup>th</sup> November 2021 with those awarded via direct award waiver between November - December 2021.

Whilst waivers are to be sought for any significant departure from the council's Contract Procedure Rules (CPRs), the report focuses upon waivers which have constituted a direct award without application of competition to the protocols set out within the Council's CPRs,

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Best Value framework and, where applicable, the wider statutory Public Contracts Regulations (2015) (PCR).

This approach has been taken because in comparison to other departures from rules direct awards place the Council at highest risk in terms of legal challenge, accusations of bias and demonstrating achievement of best value.

In order to effectively respond to the Covid19 pandemic a higher number of waivers had been sought on this basis. This was due in one hand to quickly source essential emergency supplies, services and works, but also to extend contracts outside of specified terms where council and supplier resources that would have run or responded to re-tendering processes were redeployed onto essential response activities or, in the case of some supplier bidding teams, furloughed.

In the last 2 months the impact of CVD19 in respect of entering into new / extending existing contracts has again lessened significantly. The number of direct award waivers processed which relate to providing an effective response to the pressures of Brexit have also reduced significantly over the last 2 months.

The lessening of the immediate impacts from the pandemic and Brexit have reduced the total value of direct award waivers approved within the last quarter by a significant amount with the figures now roughly in line with those reported before the pandemic.

Under the CPRs waivers can be approved by:

- Director including for Assistant Directors given delegated authority by the Director - up to £100k
- Procurement manager - up to £1M
- Procurement Gateway Board - above £1M

**Use of direct award waivers**

Reason for direct award waiver	July - October 2021		November - December 2021	
	No. of Contracts	Contract Value	No. of Contracts	Contract Value
Business as Usual Direct award	97	£5,863,920	60	£2,194,860
Waivers agreed due to Covid-19 (re-tender delay / scope variation)	2	£317,500	0	£0

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Waivers in response to Covid-19 (emergency supplies / services / works)	0	£0	2	£190,258
Waivers in response to and due to Brexit	1	£30,000	1	£40,000
<b>Total</b>	<b>100</b>	<b>£6,214,420</b>	<b>100</b>	<b>£2,425,118</b>

Below is a summary level analysis undertaken by the Procurement Manager. Full details have been made available to the committee in the exempt information which accompanies this report - 'G&A - Procurement MI - App 2 Waivers Nov - Dec 21 - 10.01.22'.

**High Value (Above £189k) Direct Award Waiver Summary Analysis**

No significant concerns.

**Core infrastructure grant funding**

A waiver with a value of £218,836.00 was awarded for Infrastructure funding to support HIVE Portsmouth. An overarching waiver covers strategic grant payments to HIVE as approved by cabinet in March 2020 as part of the strategic partnership agreement between Portsmouth City Council and HIVE. The agreement is for grant funding to the HIVE of £109,418 per annum for 2 years would flow through PCC whilst the CCG seek to become a party to the strategic partnership agreement / MOU between PCC and HIVE.

It should be noted that the allocation of grant funding, particularly in relation to allocation of funding on a strategic grant basis, does not generally fall within the scope of the Public Contracts Regulations (2015) but is covered by the Council's Contract Procedure Rules via the Grantway process which has been waived. The strategic MOU with HIVE has also been subject to significantly publicised, as such the risk of any market challenge arising and subsequently having any chance of success is deemed to be very low.

**Wide Area Network (WAN) renewal**

A waiver with a value of £234,784.00 for the Council's Wide Area Network was awarded to the incumbent supplier to ensure continuity of service. This service was due to be transferred to MLL Ltd as part of the Local Full Fibre Network contract, however delays to the implementation of the full fibre network has meant that some connections were not completed in time. A total of 38 network services had to be extended in order that key IT services can continue to operate, without this new contract staff would be unable to access Internet based services or access Council systems while working at home or from Council sites.

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### Further Waivers

A further 4 waivers were approved from November to December which exceed the Council's own tender threshold of £100k but do not exceed the statutory approx. £189k PCR 2015 threshold which applies for priority services and supplies contracts. These are listed within the exempt 'Appendix 2 - Waivers Nov - Dec 21' report.

These awards do not pose any significant level of risk to the Council in terms of challenge from aggrieved suppliers although there is a duty under Local Government Act that the Council should abide by constitutional rules and only depart from them by exception. Whilst unlikely, an aggrieved supplier could request a judicial review through the courts on this basis.

Due to the request by the Committee to the Procurement Manager to endeavour to shorten the overall length of this content analysis of below PCR 2015 threshold waivers has been omitted from this summary analysis session although the Procurement Manager will provide further information to the Committee regarding further waivers upon request.

### **SECTION 3 - CONTRACT MANAGEMENT PERFORMANCE MONITORING**

Contract management performance is monitored at summary level by application of a set of standard KPIs which are scored and reported on via the InTend system. Contracts are reported are on against the following criteria:

#### **Key**

- Gold: Outstanding performance
- Green: Performing to standard
- Amber: Some areas of improvement required
- Red: Failing to perform
- Expired KPI: a schedule is in place, and at least one KPI score has been recorded, but there has been no KPI scoring in the last 12 months
- KPI never scored: a schedule is in place, but there have been no KPI scores for the contract
- KPI not yet due: a schedule is in place, but KPI scores are not due yet. This includes contracts where KPIs are overdue by less than 3 months (grace period)
- No KPI scheduled: no KPI instances have been scheduled.

KPI performance for the last quarter compared to the quarter reported at the last Committee meeting is as follows:

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	Jul - Sep 21				Oct - Dec 21			
	Value of Contracts		Number of Contracts		Value of Contracts		Number of Contracts	
<b>RED</b>	£87,200	0.00%	3	0.15%	£0	0.00%	1	0.08%
<b>AMBER</b>	£12,075,114	0.21%	18	0.92%	£7,231,729	0.14%	16	1.29%
<b>GREEN</b>	£558,289,938	9.78%	279	14.27%	£488,540,392	9.58%	204	16.45%
<b>GOLD</b>	£43,043,352	0.75%	74	3.79%	£24,045,781	0.47%	47	3.79%
KPI never scored	£256,595,936	4.50%	320	16.37%	£264,991,519	5.19%	227	18.31%
NO KPI scheduled	£3,222,452,945	56.45%	615	31.46%	£3,202,670,069	62.78%	519	41.85%
NOT YET DUE	£467,869,143	8.20%	288	14.73%	£1,114,125,883	21.84%	226	18.23%
KPI expired	£1,147,634,413	20.11%	358	18.31%	£0	0.00%	1	0.08%
<b>Grand Total</b>	<b>£5,708,048,041</b>	<b>100.00%</b>	<b>1955</b>	<b>100.00%</b>	<b>£5,101,605,373</b>	<b>100.00%</b>	<b>1240</b>	<b>100.00%</b>

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Below is a summary level analysis undertaken by the Procurement Manager. Full details have been made available to the committee in the exempt information which accompanies this report - 'EXEMPT - G&A - Procurement MI - App 3 Contract KPIs Jul-Sep 21 - 05.11.21'.

**Red Status Contracts**

Concession - Culture & Leisure Catering Sites 2021: Mill Lane Car Park

Site operations significantly disrupted by pandemic meaning that both contracts were terminated before completion of term. However, it should be noted that the majority of the issues were due to impacts of the pandemic rather than in relation to any fault by the supplier. As such whilst the KPI has been scored red this would not create a barrier to the supplier bidding for future opportunities with the Council.

**Amber Status Contracts**

Supply of Pilot Boat Service For Portsmouth Competent Harbour Authority

The lower score reflected a number of incidents when the Contractor was unable to supply a pilot boat. An alternative supply was sourced for these few occurrences and a meeting took place to discuss with the contractor. Issues have now been resolved and supply has returned to normal levels. Contract value per annum is £131,000.

Education Management System (EMS)

Awaiting response from contract manager. The system provision is currently being re-tendered with bids due back on 4<sup>th</sup> February 2022 and award of new contract targeted at 29<sup>th</sup> March 2022. Contract value per annum is £107,013.

Software Licence and Support for Scala

The lower score reflected a slower response than normal to communications sent to the supplier. This was largely due to the impact of the pandemic on staffing levels etc. and response times have since improved. Contract value per annum is £12,771.

Collection and Disposal of Hygiene Waste - International Port

The lower score reflected issues with the maintenance of the alcohol gel dispensers and a missed collection. Discussions took place with the contract manager and the maintenance and missed collection has since been completed. Contract value per annum is £9,500.

Vending Provision at the Hard Interchange Information Pod

Significantly impacted by pandemic. Income has been impacted but it is not the fault of the supplier and the contract should really have been scored as green on this basis.

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Approved Mental Health Professional Team Specialist Advice

Scores entered incorrectly, should be classified as green status performance. Contract value per annum is £3,900.

External Decoration to two semi-detached houses - Serpentine Road, Leigh Park area

Works delivered to a good standard and below tendered sum. Minor delay of 1 week and some issues in respect of obtaining required documentation on time has meant that contract performance has slightly dipped below green however no significant concerns have been raised. Contract value is £62,220.

Early Years Practitioner L2 & Educator L3 Apprenticeships

Some issues with timescales being missed and communication which have since been addressed therefore no ongoing concerns. Contract value per annum is £15,000.

Network Services

Awaiting response from contract manager. Contract value per annum is £390,000

Concession - Culture & Leisure Catering Sites 2021 (July-Sep): Duisburg Way

Site operations significantly disrupted by pandemic meaning that both contracts were terminated before completion of term. However, it should be noted that the majority of the issues were due to impacts of the pandemic rather than in relation to any fault by the supplier. As such whilst the KPI has been scored amber this would not create a barrier to the supplier bidding for future opportunities with the Council.

**KPIs Not Scored / Not Scheduled / Expired**

Significant concern remains in respect of overall KPI reporting which shows that high levels of contracting activity by both volume and value are not being reported on. Procurement resource which has been previously allocated on a full time basis to the implementation of Oracle FUSION will be assigned to undertake a detailed analysis of this issue.

This work has not previously progressed since the last report taken to Committee due to recruitment of dedicated contract management resource by Procurement being put on hold whilst the Council undertakes a saving review for the coming financial year budget setting process.

Due to the significant number of critical activities that will role will support this post has now been removed from the savings proposals. The recruitment process will be re-activated in January 2022 with a target of having this post filled by the end of the financial year.

Procurement will target completion of an initial analysis and performance reporting improvement for high value / long term contracts in time for the next Committee meeting.

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Subject to resource commitments and progression of the suspended recruitment to the contract management post Procurement will also seek to progress work on simplifying the KPI reporting processes which are currently in place and may be presenting a barrier to reporting on contract delivery performance by services.

A simplified single KPI with 0-5 scoring criteria has been developed and has been successfully piloted on the Council's Primary Contractor Framework Agreement. Procurement will target disbanding the current KPI system and replacing with the simplified flexible model over the first half of 2022.

Concerns remain in respect of the number of contracts where the KPI has never been scored or has not been scored for some time. Procurement will prioritise ensuring that performance data is recorded for the Council's identified higher value / higher risk contracts now using the current KPI model and will then target addressing medium value / lower risk contracts on a phased basis in line with the rollout of the simplified KPI model over the first half of 2022.

.....  
Signed by Richard Lock - (Acting) Procurement Manager



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