





**Brighton & Hove  
City Council**

# Overview & Scrutiny Commission

Title:	<b>Overview &amp; Scrutiny Committee</b>								
Date:	<b>27 January 2014</b>								
Time:	<b>2.00pm</b>								
Venue	<b>Council Chamber, Hove Town Hall (public)</b>								
Members:	<p><b>Councillors:</b> Mitchell (Chair)</p> <table> <tr> <td>Janio</td> <td>A Kitcat</td> </tr> <tr> <td>Brown</td> <td>K Norman</td> </tr> <tr> <td>Simson</td> <td>Phillips</td> </tr> <tr> <td>Kennedy</td> <td>Wilson</td> </tr> </table>	Janio	A Kitcat	Brown	K Norman	Simson	Phillips	Kennedy	Wilson
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Kennedy	Wilson								
Contact:	<p><b>Giles Rossington</b> <b>Acting Head of Scrutiny</b> 01273 29-1038 giles.rossington@brighton-hove.gov.uk</p>								

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# AGENDA

**12.** Apologies and Declarations of Interest **1 - 2**

**13.** Minutes **3 - 6**

To consider the minutes of the last meeting held on 21 October 2013 (copy attached).

**14.** Chairs Communications

**15.** Public Involvement

To consider the following matters raised by members of the public:

- (a) **Petitions:** to receive any petitions presented by members of the public to the full council or at the meeting itself;
- (b) **Written Questions:** to receive any questions submitted by the due date of 12 noon on the 17<sup>th</sup> January 2014
- (c) **Deputations:** to receive any deputations submitted by the due date of 12 noon on the (17<sup>th</sup> January 2014

**16.** Member Involvement **7 - 8**

**17.** Budget Scrutiny 2014/15 - Scrutiny Panel Report **9 - 56**

Report of the Monitoring Officer presenting the 2014/15 Budget Scrutiny Panel report.

**18.** Trans Equalities Scrutiny Panel: Monitoring Report **57 - 98**

Report of the Assistant Chief Executive: Trans Equalities Implementation Report (copy attached)

**19.** Traveller Commissioning Strategy 2012: Update on Implementation of Agreed Scrutiny Panel Recommendations **99 - 148**

Report of the Executive Director of Environment, Development & Housing: Implementation of the Traveller Strategy scrutiny report (copy attached)

*Contact Officer:* Andy Staniford, Housing Strategy Manager      *Tel:* 29-3159

*Ward Affected:* All Wards

20. OSC Draft Work Plan/Scrutiny Update

149 -  
150

Update on O&S scrutiny panel programme (copy attached)

The City Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public. Provision is also made on the agendas for public questions to committees and details of how questions can be raised can be found on the website and/or on agendas for the meetings.

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For further details and general enquiries about this meeting contact XX, (01273 29XX – email XX) or email [scrutiny@brighton-hove.gov.uk](mailto:scrutiny@brighton-hove.gov.uk)

Date of Publication Date Not Specified

# Agenda Item 12

## A. Declaration of Substitutes

Where a Member of the Overview and Scrutiny Committee is unable to attend a meeting for whatever reason, a substitute Member attend and speak and vote in their place for that meeting. Substitutes are not allowed on Scrutiny Select Committees or Scrutiny Panels.

The substitute Member shall be a Member of the Council drawn from the same political group as the Member who is unable to attend the meeting, and must not already be a Member of the Overview and Scrutiny Committee. The substitute Member must declare themselves as a substitute, and be minuted as such, at the beginning of the meeting or as soon as they arrive.

## B. Declarations of Interest

- (1) To seek declarations of any personal or personal & prejudicial interests under Part 2 of the Code of Conduct for Members in relation to matters on the Agenda. Members who do declare such interests are required to clearly describe the nature of the interest.
- (2) A Member of the Overview and Scrutiny Committee, Scrutiny Panel or other scrutiny body has a prejudicial interest in any business at meeting of that Committee where –
  - (a) that business relates to a decision made (whether implemented or not) or action taken by the Executive or another of the Council's committees, sub-committees, joint committees or joint sub-committees; and
  - (b) at the time the decision was made or action was taken the Member was
    - (i) a Member of the Executive or that committee, sub-committee, joint committee or joint sub-committee and
    - (ii) was present when the decision was made or action taken.
- (3) If the interest is a prejudicial interest, the Code requires the Member concerned:-
  - (a) to leave the room or chamber where the meeting takes place while the item in respect of which the declaration is made is under consideration. [There are three exceptions to this rule which are set out at paragraph (4) below].
  - (b) not to exercise executive functions in relation to that business and

- (c) not to seek improperly to influence a decision about that business.
- (4) The circumstances in which a Member who has declared a prejudicial interest is permitted to remain while the item in respect of which the interest has been declared is under consideration are:-
  - (a) for the purpose of making representations, answering questions or giving evidence relating to the item, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise, BUT the Member must leave immediately after he/she has made the representations, answered the questions, or given the evidence,
  - (b) if the Member has obtained a dispensation from the Audit and Standards Committee, or
  - (c) if the Member is the Leader or a Policy Committee Member and has been required to attend before an Overview and Scrutiny Committee or Sub-Committee to answer questions.

### **C. Declaration of party whip**

To seek declarations of the existence and nature of any party whip in relation to any matter on the Agenda.

### **D. Exclusion of press and public**

To consider whether, in view of the nature of the business to be transacted, or the nature of the proceedings, the press and public should be excluded from the meeting when any of the following items are under consideration.

*NOTE: Any item appearing in Part 2 of the Agenda states in its heading the category under which the information disclosed in the report is confidential and therefore not available to the public.*

*A list and description of the exempt categories is available for public inspection at Brighton and Hove Town Halls and on-line in the Constitution at part 7.1.*

# Agenda item 13

## BRIGHTON & HOVE CITY COUNCIL

### OVERVIEW & SCRUTINY COMMITTEE

2.00pm 21 OCTOBER 2013

### COUNCIL CHAMBER, HOVE TOWN HALL

#### MINUTES

**Present:** Councillor Mitchell (Chair)

**Also in attendance:** Councillor Janio (Deputy Chair), Brown, Davey, Kennedy, K Norman, Simson, Morgan and Bowden

#### PART ONE

#### 7. APOLOGIES AND DECLARATIONS OF INTEREST

7.1 Councillor Gill Mitchell Chair of the Overview and Scrutiny Committee welcomed everyone to the meeting.

##### 7. 1a Declarations of Substitutes

Councillor Bowden was substituting for Councillor Ania Kitcat.

Councillor Ian Davey was substituting for Councillor Alex Phillips.

Councillor Warren Morgan was substituting for Councillor Chaun Wilson.

##### 7.1b Declarations of Interests

There were none.

##### 7.1c Declaration of Party Whip

There were none.

##### 7.1d Exclusion of Press and Public

In accordance with section 100A(4) of the Local Government Act 1972, it was considered whether the press and public should be excluded from the meeting during the consideration of any items contained in the agenda, having regard to the nature of the business to be transacted and the nature of the proceedings and the likelihood as to whether, if members of the press and public were present, there would be disclosure to them of confidential or exempt information as defined in section 100I (1) of the said Act.

**RESOLVED:** That the press and public be not excluded from the meeting.

## **8. MINUTES**

8.1 Councillor Kenedy pointed out that under item 4, the scrutiny report on provision of publicly accessible toilets; at minute 4.5 'and community infrastructure levy' should be added.

8.2 Subject the amendment above, the minutes of the meeting held on 15 July were agreed and signed by the Chair.

## **9. CHAIRS COMMUNICATIONS**

9.1 The Chair said this was a short agenda as much new work had been agreed at the previous meeting. Scrutiny resources were being stretched but it was important to carry out thorough and balanced reviews.

9.2 OSC Deputy Chair Councillor Tony Janio stated that a member of the Conservative Group, not the Labour Group, ought to take the position of OSC Chair.

## **10. BUDGET SCRUTINY (2014-15)**

10.1 Giles Rossington, Acting Head of Scrutiny, introduced the report. The report proposed a Budget Scrutiny process focusing on a high-level overview of how the budget strategy links with strategic thinking (as detailed in the Corporate Plan). It was also proposed that there should be two additional panel meetings focusing on key aspects of the budget (as set out on paragraphs 3.6, 3.7 and 3.8 of the report).

10.2 Councillor Mitchell asked OSC Members for their suggestions on particular issues that they would like to see scrutinised.

10.3 Members made several suggestions for scrutiny, including:

- Public Health and "Health & Wellbeing" budgets – particularly in terms of how these were cross-cutting issues (e.g. that PH could potentially support a wide range of services), but also in terms of unanticipated costs (it was suggested that the Council might be responsible for un-budgeted expenses in terms of some prescription charges)
- Community commissioning/Community Grants/Support for the 3<sup>rd</sup> sector
- A focus on income generation in addition to a focus on savings plans.

10.4 Abraham Ghebre-Ghiorghis, the Council's Monitoring Officer and Head of Law, told members that the Council's Executive Leadership Team (ELT) supported the proposed budget scrutiny process, particularly in terms of the focus on outcomes rather than looking in detail at every service.

10.5 Members also noted that budget scrutiny needed to recognise that budget setting is cross-cutting, meaning that a department by department approach to scrutiny would likely be inadequate. Abraham Ghebre-Ghiorghis agreed, pointing out that ELT had approached its



work by thinking about outcomes, which necessarily involves cutting across departmental boundaries.

10.6 Mr Ghebre-Ghiorghis averred that his role, and that of other ELT members, was to support the budget scrutiny process and that he was happy to provide suggestions, advice and feedback.

10.7 Head of Finance James Hengeveld described the external budget consultation process. This includes 3,000 questionnaires to randomly-selected residents; an on-line consultation including a 'setting our budget' tool; the cross-party internal budget review group; consultation with the Community and Voluntary Sector Forum; and consultation with businesses.

10.8 Brian Doughty, Head of ASC Adults Assessment, told members that contrary to an assertion that ASC had failed to realise previously agreed budget savings, ASC had in fact recorded an under spend in the last financial year. Mr Doughty also told members that he welcomed budget scrutiny focusing on ASC planning – this was necessary given the relative size of the ASC budget.

10.9 Members agreed that CVSF should again be invited to take part in budget scrutiny as a co-optee. The scrutiny panel members should be free to determine whether additional co-optees were required.

10.10 In response a question on the ultimate purpose of the budget scrutiny process, Mr Rossington told the committee that the intention, as in previous years, was to bring cross-party members together in a non-party political environment to offer constructive comments on the 14/15 budget plans. The Budget Scrutiny Panel will report to 27 January 2014 OSC for endorsement and an approved report will be referred to decision-makers in order to inform the drafting of the budget report to be presented at 13 February 2014 Policy & Resources Committee.

### 10.13 **RESOLVED**

1) That the proposed format for budget scrutiny be agreed as detailed in Part 3.

2) That the budget scrutiny panel should agree topics for the 2<sup>nd</sup> and 3<sup>rd</sup> meetings of the 2014-2015 budget scrutiny process taking into account the following OSC members suggestions:

income streams

Public Health and 'Health & Wellbeing' services (including any unexpected negative impact of prescription charges)

Services with a history with unachieved savings (if such services exist)

High spending services

Welfare reform – and mitigatory steps

Community commissioning/community grants/3<sup>rd</sup> sector support

## 11. **OSC DRAFT WORK PLAN/SCRUTINY UPDATE**

11.1 The Acting Head of Scrutiny Giles Rossington gave an update on the scrutiny panels in progress and answered questions.

11.2 An officer group on the seafront infrastructure had now been established and the role of scrutiny was being developed in symbiosis with this group.

11.3 Councillor Geoffrey Bowden, Chair of the Party Houses Scrutiny Panel, said a scoping report was being taken to Queen's Park and other Local Action Teams and a blog was about to start. It is thought there are around 300 such enterprises involved that can 'blight' people's lives. Residents and residents associations would be asked their views.

11.4 The Committee heard that the new Director of Children's Services had asked the Youth Justice Scrutiny Panel to consider some additional issues. The scope of the panel has therefore been revised.

11.5 The Social Value Scrutiny Panel – to start early 2014 - has been timed to dovetail with timetables of work being done by the Clinical Commissioning Group, Communities and Equality Team and Procurement.

11.6 Realistically, the findings of the Adults Future Care service delivery models Scrutiny Panel were likely to impact on the 2015 – 2016 budget rather than the 2014-2015 budget.

11.7 Regarding action on the Adults with Autism Scrutiny Panel Giles Rossington said there had been a report to Health and Wellbeing Overview and Scrutiny Committee and another report would be presented to the November Health and Wellbeing Board on implementing the Strategy for Adults with Autism. This was a 3-year implementation plan and some of the scrutiny recommend actions had been promised for years 2 and 3 .

11.8 The Chair Councillor Gill Mitchell said more monitoring reports of previous scrutiny reviews, would be included in future OSC agendas.

The meeting concluded at 2.50pm

Signed

Chair

Dated this

day of

## AGENDA ITEM 20

### Panels update – January 2014

**Youth Justice:** We are waiting for the most recent inspection report before re-convening in Spring 2014.

**Homelessness:** The report will be presented at February 2014 HWOSC.

**Alcohol:** The report will be presented at April 2014 HWOSC.

**Social Value:** The panel members have been selected and the panel is due to commence in Spring 2014.

**Services for children with Autistic Spectrum Conditions:** We are currently writing the panel report and intend to present it to April 2014 HWOSC.

**Bullying in Schools:** The panel has held three evidence gathering meetings and the draft report and recommendations are currently being written up. The report of the panel is due to go to April 2014 HWOSC.

**Community Engagement Framework:** Scrutiny have discussed this with the Communities Team and we hope to run a workshop on the issue in early 2014.

**Seafront Infrastructure:** We are scoping Jan/Feb 2014.

**Models of Service Delivery:** TBA in 2014.

**Party Houses:** We are holding evidence-gathering meetings in Jan/Feb 2014.

**Community use of school playing fields:** Scrutiny has had initial conversations with the Director of Children's Services who is keen to progress the issue. Further work is continuing on the project.

**Adult Care Future Service Delivery Models:** The panel has held two informal meetings considering a range of possible service models for ASC Provider services. The minutes from these meetings and a series of recommendations from the panel members will inform a report to P&R in late 2013.

**Financial Inclusion work:** the following three areas are going to be looked at together in 2014 to co-ordinate with the work of the Policy and Public Health teams:

- 1) **Benefit Changes/financial inclusion**
- 2) **Credit unions/payday loans**
- 3) **BHCC interactions with debtors**



<b>Subject:</b>	<b>Budget Scrutiny 2014/15: Panel Report</b>		
<b>Date of Meeting:</b>	<b>27 January 2014</b>		
<b>Report of:</b>	<b>The Monitoring Officer</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Giles Rossington, Acting Head of Scrutiny</b>	<b>Tel: 29-1038</b>
	<b>Email:</b>	<b>Giles.rossington@brighton-hove.gov.uk</b>	
<b>Ward(s) affected:</b>	<b>All</b>		

**FOR GENERAL RELEASE**

Note: The special circumstances for non-compliance with Council Procedure Rule 3, Access to Information Procedure Rule 5 and Section 100B(4) of the Local Government Act 1972 (as amended), (items not considered unless the agenda is open to inspection at least five days in advance of the meeting) were that it was not possible to agree the scrutiny report in time to meet committee deadlines, given the very limited time-frame the panel was required to operate within.

**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 At the October 2013 committee meeting, OSC members agreed to establish a scrutiny panel to examine the Council's 2014/15 budget plans.
- 1.2 Once endorsed by OSC, the scrutiny panel report will be referred to (February 2014) P&R where the report and its recommendations will be considered, and more generally used to inform debate around the Council's Budget Strategy.

**2. RECOMMENDATIONS:**

- 2.1 That Overview & Scrutiny Committee agree the scrutiny panel report (**Appendix 1**) and refer it to Policy & Resources Committee for consideration.

**3. CONTEXT/ BACKGROUND INFORMATION**

- 3.1 At the October 2013 meeting, OSC members agreed to establish a scrutiny panel to examine the Council's 2014/15 budget plans. Panel members were: Cllr Simson (Chair), Cllr Mitchell and Cllr Sykes. Sally Polanski and Jo Martindale agreed to join the panel as co-optees representing Community Works (formerly CVSF).
- 3.2 The panel held three public evidence-gathering meetings (19.12.13, 7.1.14, 13.1.14) interviewing a series of witnesses including the Leader and Chief Executive of the Council, senior officers and Policy Committee Chairs. A list of

witnesses is included as **Appendix 2** to this report. Minutes from these meetings are included as **Appendices 3, 4 and 5**.

3.3 Subsequent to these meetings, panel members agreed a report with recommendations intended to support this and subsequent years' budget planning. A list of recommendations from the report is included as **Appendix 6** to this report.

3.4 Once endorsed by OSC, the panel report will be referred to P&R committee. P&R is required to consider it and respond to each recommendation. More generally, P & R may use the panel report to inform its decision-making around the 2014/15 budget plans.

#### **4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS**

4.1 This cover report presents the scrutiny panel report for endorsement. OSC members have the option of agreeing or of refusing to endorse and refer on the report .

#### **5. COMMUNITY ENGAGEMENT & CONSULTATION**

5.1 Community Works agreed to be a co-optee on the scrutiny panel. There has been no direct public/community engagement as part of the budget scrutiny process, as the very restrictive deadlines we have had to operate to have made such a process a practical impossibility.

#### **6. CONCLUSION**

6.1 OSC members are requested to endorse the scrutiny panel report and refer it to P&R.

#### **7. FINANCIAL & OTHER IMPLICATIONS:**

##### Financial Implications:

*[Address all capital and revenue financial and property implications arising out of the report proposals. This section to be completed/approved by relevant finance officer] see [Report Writing Guide](#)*

7.1

*Finance Officer Consulted: Name*

*Date: dd/mm/yy*

##### Legal Implications:

7.2 If Overview & Scrutiny Committee cannot agree on one single final report for submission to P & R, then up to one minority report may be prepared and submitted for consideration with the majority report.

*Lawyer Consulted: Oliver Dixon  
21/01/14*

*Date:*

*Note: Both the Financial and Legal Implications paragraphs need to be completed by respective finance and legal officers and therefore draft reports should be made available for review through the report management system at least 5 working days before the deadline for the report to be released for the Chair's pre-meeting.*

*Contact the Democratic Services Officer responsible for the committee for advice.*

Equalities Implications:

- 7.3 The scrutiny panel report includes information on the potential impact of budget plans on particular equalities groups, and also consideration of the budget Equalities Impact Assessment process.

Sustainability Implications:

- 7.4 The scrutiny panel report includes consideration of the draft budget plans in the context of the Corporate Plan commitment "Creating a more sustainable city".

Any Other Significant Implications:

- 7.5 None specifically.

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. The Budget Scrutiny Panel Report 2014/15
2. List of witnesses and topics considered at the Budget Scrutiny Panel meetings
3. Minutes from the 19 December 2013 Budget Scrutiny Panel meeting.
4. Minutes from the 07 January 2014 Budget Scrutiny Panel meeting.
5. Minutes from the 13 January 2014 Budget Scrutiny Panel meeting.
6. List of Budget Scrutiny Panel Report recommendations.

### **Documents in Members' Rooms**

None

### **Background Documents**

Draft 2014/15 Budget Strategy (report to December 2013 P&R committee)





# Budget Scrutiny Panel Report 2014/15

## 1 Background

- 1.1 The Budget Scrutiny Process.** For 2014/15 budget scrutiny, the Chair of the Overview & Scrutiny Committee (OSC) suggested and OSC members agreed, that scrutiny members should seek to establish a slightly more streamlined process than in former years. This entailed an initial focus on the strategic context for the budget plans, followed by more in-depth analysis of a few specific areas of interest, rather than a detailed examination of each and every departmental savings plan.

The intention was to make the budget scrutiny process less onerous for both officers and members. By substantially shifting the focus from operational details to more strategic issues, members also sought to avoid some of the problems inherent in scrutinising 'live' budget planning. In past years scrutiny panel members have sometimes had to consider incomplete departmental budget plans, but the deadlines that budget-setters are required to work to often make it impossible to provide definitive information at an early enough stage for effective scrutiny. Since there is generally more certainty at a relatively early stage about the strategic thinking that underpins the budget strategy, it seems sensible to focus on this rather than the fine detail of savings and investment plans.

- 1.2 Budget Scrutiny Meetings.** The OSC decided that there should be only three panel meetings for 14/15 budget scrutiny. The initial meeting should be a high-level examination of the budget plans in the context of the council's general strategic commitments, particularly the Corporate Plan. The two subsequent panel meetings should focus on the thinking underpinning budget planning for specific services – to be determined by panel members in light of the evidence presented at the first meeting.
- 1.3 Issues Considered.** Following an initial high-level meeting with the council's Leader and Chief Executive (19 Dec 2013), panel members agreed to use their next meeting (07 Jan 2014) to focus on: 3<sup>rd</sup> sector grants funding; co-working between Community Safety/Public Health/Communities; and aspects of Children & Young People services including prevention, the Early Help Strategy, Stronger Families, Stronger Communities, and Youth Services. The final panel meeting (13 Jan 2014) focused on: the Housing Revenue Account; Homelessness/Supporting People; joint working between Public

Health/ASC/Housing; and aspects of Adult Social Care services, including Learning Disabilities.<sup>1</sup>

- 1.4 Panel members.** The 2014/15 Budget Scrutiny Panel was chaired by Cllr Dee Simson. Other members were Cllrs Gill Mitchell and Ollie Sykes. Community Works (formerly CVSF) was represented on the panel (as a co-opted member) by Jo Martindale and Sally Polanski.

## **2 The Panel's Findings: the Budget and the Corporate Plan**

The initial focus of this year's budget scrutiny was on how the 14/15 budget plans dove-tailed with wider organisational goals, particularly in terms of the Corporate Plan. 2014/15 is also the first year in which the council's budget planning has been undertaken within the *explicit* strategic framework of the Corporate Plan, with, for example, the narrative explanation of each departmental savings plan in the draft budget papers linking the savings to the four key corporate priorities. This is very much to be welcomed, as are plans to present the final draft of the 14/15 Budget Strategy alongside a revised Corporate Plan and Medium Term Financial Strategy.

Given that council officers have already done much of the work in linking budget plans to corporate objectives, there is relatively little for the Budget Scrutiny panel to add. However, the panel does have some additional comments on the Corporate Plan priorities.

### **2.1 Tackling Inequality**

It needs to be recognised that a large proportion of the work the local authority does involves supporting vulnerable people, particularly in terms of adult and children's care services. It is equally the case that this work takes up most of the council's disposable (i.e. non-ring-fenced) budget. Unfortunately therefore, it is pretty much inevitable that making substantial cuts to council services will impact upon vulnerable people and will threaten to increase rather than lessen inequalities.

- 2.1(a) Equality Impact Assessments.** The panel notes that the council has done a good deal of work via the budget Equality Impact Assessment (EIA) process to identify and ameliorate these impacts. The EIA process is an imperfect one, in part because officers are in many instances attempting to estimate the likely impact of changes before the final details of plans have been agreed. This seems to be an inherent issue with budget-setting, and there is no obvious way of achieving greater certainty at this stage in the budget process given that many of the uncertainties lie outside the council's control.

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<sup>1</sup> A full list of witnesses to the panel meeting is included as **Appendix 2** (this report itself being **Appendix 1** to the OSC cover report). Minutes of the three meetings are included as **Appendices 3, 4 and 5**.

In part also it seems to the panel that the city council is writing so many EIAs that there is insufficient time or resource to properly develop each individual assessment. To some degree this is a problem arising from the council's decision to achieve its savings targets by making a large number of relatively small cuts across the board rather than a smaller number of big cuts targeted at specific services: the more savings planned, then the greater the number of EIAs, and the more thinly spread are EIA resources.

Panel members do think that there is an argument here for the council to rethink its approach to EIAs in future years, perhaps using a two-tier approach, with relatively short EIAs for all services augmented by more in-depth analyses of the biggest or riskiest savings plans. As it stands, the EIA process is clearly well intentioned, but does not always provide a very useful level of detail, at least at this stage in the budget-setting process.

**Recommendation 1 – the panel believes that the Equality Impact Assessment process supporting budget planning needs to be reconsidered, so as to allow for more resources to be committed to be the most important and riskiest savings plans.**

**2.1(b) Cumulative Impact.** When assessing the potential impact of service changes on equalities groups, it is important to try and be aware of the cumulative impact of a series of changes on particularly vulnerable people. Panel members applaud the fact that the council has made an effort to assess cumulative impact. However, accurate assessment is difficult, and made more so because there are currently other major changes, largely external to the budget process (such as welfare reform), which have the potential to complicate and aggravate negative impacts upon some protected groups.

There is no obvious 'fix' for the problems associated with assessing cumulative impact. Rather it is important that the council tracks the actual impact of budget changes on those groups most at risk, and is prepared to offer additional support should mitigation plans fail to deliver the anticipated results.

The obvious such group in the 14/15 budget plans is people with learning disabilities, with a number of cuts to their services. While panel members recognise that these savings choices were not lightly made, and that these services have been relatively protected over the past few years, we are concerned about the potential for a major cumulative impact upon some individuals. The panel would therefore like to see a commitment from ASC to work with clients with learning disabilities, their families, carers and support groups to ensure that the impact of these changes is minimal.

**Recommendation 2 – the panel would like assurances that the cumulative impact of savings plans on people with a learning disability will be tracked, and additional support will be provided if there is a significant detrimental impact on this vulnerable group.**

## **2.2 Creating a More Sustainable City**

The 14/15 budget plans include relatively few sustainability commitments, something that the scrutiny panel explored at its initial meeting. The point was made to the panel that the council has already done a good deal to make its own estates more sustainable, but that there is a limit to what can be sensibly done given the intention to further rationalise the use of council-owned buildings.<sup>2</sup>

## **2.3 Engaging People Who Live and Work in the City**

For the 14/15 budget the council commissioned a survey of residents, seeking people's views on where they would prefer savings and investments to be targeted. Whilst an apparently similar exercise was undertaken in the two preceding years, the 14/15 survey differs significantly in that it was distributed to a representative group of people (in past years respondents have self-selected by opting to fill in an online survey). Although the number of responses to the 14/15 survey questions was relatively low, there were sufficient responses for it to be statistically robust: the survey therefore probably represents an accurate snapshot of local public opinion, albeit about very general rather than specific budgetary issues.

The 14/15 survey is potentially a useful tool then – certainly more so than in previous years when responses were not necessarily representative.<sup>3</sup> However, it is unclear how the survey results have informed this year's budget planning. Given the corporate priority around engagement it would be helpful if the final budget council papers included details of the ways in which the survey results, and information gleaned from other engagement exercises, have informed planning.

**Recommendation 3 – the panel would like to see a more detailed explanation of how the resident survey and other engagement exercises have informed the 14/15 budget planning.**

## **2.4 Modernising the Council**

Having as efficient, innovative, creative and customer-focused an organisation as possible is key to the council's plans to make

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<sup>2</sup> See Cllr Jason Kitcat, 19.12.14.

<sup>3</sup> However, such a general survey of opinion is only ever likely to have limited value. Much more valuable is in-depth engagement with stakeholders, such as the local community and voluntary sector. Community Works informed the panel that, whilst there was some engagement with the sector this year, around both children's and adult care services, this was granted only after much lobbying and came at too late a point in the budget-setting process to allow for a genuine dialogue to take place.

unprecedented levels of savings over coming years. This is clearly a major focus of the 14/15 budget plans, and this focus should be commended.

However, it is unclear what can be achieved without recourse to more radical measures, such as withdrawing from major service areas or outsourcing significant elements of provision. While the panel is certainly not proposing that the council adopts any particular new service models, members do feel it is important that the organisation is well-placed to explore such ideas if the current saving plans are found to be unachievable, or if a majority of members decide they wish to pursue particular models.

Although there is good work currently being undertaken here, such as the project on identifying potential new models for ASC provider services, the panel does feel that more could be done, particularly in terms of collecting and maintaining data on the comparative costs (and quality) of in-house services (there is more detail on this below).

### **3 More Specific Budget Recommendations**

#### **3.1 Transfer of Funding Responsibility to the HRA**

Several 14/15 budget plans involve the partial transfer of funding responsibility for services from the council's General Fund to the Housing Revenue Account (HRA) – for example, around some 3<sup>rd</sup> sector grants, funding for elements of the Homemove service, and funding for aspects of Homelessness Prevention.

The notion of transferring funding from the General Fund to the HRA is by no means a new one, with the HRA already paying for relevant legal, HR and ICT costs. In general, the principle that the HRA can legitimately be used to fund a range of services for the benefit of tenants and residents of council-managed housing stock is well understood. However, this year's transfers do represent a significant expansion of thinking in this area.<sup>4</sup>

#### **Consultation**

It is unfortunate that there has been no formal consultation with council tenants and residents, or with the council's Housing Committee, in advance of the publication of the draft budget plans. (The panel recognises that there will be engagement with both Housing Committee and Housing Management Consultative Sub-Committee prior to budget council). While it is clearly the case that officers are working to incredibly tight deadlines, some consultation in advance of publication of the draft budget papers would have been preferable, particularly

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<sup>4</sup> BHCC is by no means the only local authority looking to use the HRA in more innovative ways. Councils such as Manchester, Portsmouth, Oxford and Dover have developed much more radical plans. See evidence from Cllr Bill Randall, 13.01.14.

given the Corporate Plan priority of 'engaging with people who live and work in the city'.

### **Pressures on the HRA**

It is presumably the case that placing additional demands on HRA resources will lead to a reduction in the HRA's ability to fund other activity. The panel understands that in 14/15 the HRA is forecast to under-spend, and these additional funding pressures will therefore be met from unallocated resources rather than by reducing any current HRA allocations – although it is evidently the case that the HRA under-spend would otherwise have been used to fund other spending of benefit to tenants and residents, such as the Housing Capital Investment Programme.

However, the draft budget papers currently contain little information on this issue. It would be helpful if future drafts of the budget plans included more information about the pressures on the HRA that may be caused by these transfers. When full council considers these plans, members need to understand what impact, if any, there will be on HRA-funded services.

**Recommendation 4 – the panel believes that more information is required on the risks and opportunities presented by the plans to transfer funding for some services from General Fund to the Housing Revenue Account (HRA) for members to make an informed decision on these plans at budget council.**

### **3.2 Transfers of Funding Responsibility to the Direct Schools Grant (DSG)**

The 14/15 budget plans also include several proposals to transfer funding from the General Fund to the DSG – for example in terms of aspects of Short Breaks for Disabled Children, Out Of School Childcare, and Services for Children with Disabilities.

The panel was told that the council intends to consult with schools about these transfers before budget council, but that there was no formal consultation prior to the publication of the draft budget plans.<sup>5</sup> As with the HRA transfers, panel members are concerned that an opportunity for early engagement was missed here.

This seems particularly important in terms of consultation with schools, as recent changes to education funding and governance at a national level have significantly altered the relationship between local authorities and schools, with council powers to direct being almost wholly replaced with the need to build voluntary partnerships of equals. While panel members do not doubt that the planned transfers can be undertaken without schools' approval, it would seem to be better practice to have consulted with such key partners before the draft

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<sup>5</sup> See evidence from Regan Delf, Head of SEN, 07.01.14

budget plans were published. In future years the panel suggests that any transfer of funding to the DSG should be discussed with school partners well in advance of the publication of draft budget papers.

It is also unclear from the draft budget papers what impact these transfers will have on DSG funding. However it is presumably the case that any additional financial pressures on a finite pot of money will have spending implications – the DSG will have to fund some services to a lesser degree if it is to take on the extra burdens detailed above. Although this is not council expenditure *per se*, it would be useful to have some indication of how and where these pressures are likely to manifest, and the level of risk to school services entailed.

If the precedent of transferring elements of funding to the DSG High Needs Block is one that may be extended in the future, as seems likely, the panel also feels it would be helpful for the SEN Partnership Board to be actively involved in budget discussions. The Board has a key role to play in ensuring that the entirety of DSG High Needs Block funding is spent as effectively as possible across the schools system.

**Recommendation 5 - The panel believes that more information on the risks and challenges presented by the plans to transfer funding for some services from General Fund to the Direct Schools Grant (DSG) is required for members to make an informed decision on these plans at budget council. Specifically this should include any available information on services that may cease to be provided or will be substantially reduced as a result of the transfers.**

### **3.3 Prevention**

Several of the 14/15 budget savings involve reducing funding for 'preventative' services – for example, Supported Employment for people with Learning Disabilities, Short Breaks for Disabled Children, and Homelessness Prevention. (It should be recognised that significant elements of some of the headline 'cuts' here actually involve transfers of funding – for instance from General Fund to HRA – but there are nonetheless some reductions involved.)

Panel members feel that it is important that the council remains committed to maintaining good quality preventative services, a view echoed by the Leader of the council.<sup>6</sup> Although it is tempting to cut back in these areas to make short term savings, the consequences of doing so are likely to include increasing medium-term demands on more care services, with cost implications far in excess of any money saved.

Whilst panel members appreciate that no such savings have been lightly considered, and that there are plans to mitigate any negative

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<sup>6</sup> See evidence from Cllr Jason Kitcat, 19.12.14: point 3.2a.

impacts of these moves, the panel remains unconvinced that the relatively small savings realised by cutting preventative services justify the risks, both in financial terms and in terms of the impact on some of our most vulnerable citizens.

**Recommendation 6 – the panel requests that all plans to make savings to ‘preventative’ services are re-considered, with particular reference to the risks involved in lessening the effectiveness of prevention.**

### **3.4 Reduced In-House Provision and the Capacity of the 3<sup>rd</sup> sector to ‘Fill the Gap’**

Several 14/15 savings plans involve reducing in-house provision or the council withdrawing entirely from providing specific services. For some of these plans there is a clear expectation that local community and voluntary sector organisations will be in a position to step forward as alternative providers.

Whilst it may be the case for some services that there is spare 3<sup>rd</sup> sector capacity that could be relatively easily be brought into play, for other services this will not be the case. While 3<sup>rd</sup> sector organisations might generally welcome the opportunity to expand into areas formerly filled by council-providers, this is not necessarily something that is readily achievable in the short term, at least without additional investment and/or a more inventive approach to commissioning. There are particular difficulties where there is uncertain demand for a service – as in Adult Social Care where the move to ‘personal budgeting’ has seen increased demand fluctuations. Although this may level out in time, local 3<sup>rd</sup> sector organisations are typically not able (unlike large corporate providers) to sustain short term losses, and may therefore not be in a position to increase their market presence without support or guaranteed levels of activity.

If the gap caused by the withdrawal of in-house provision is to be met by local 3<sup>rd</sup> sector organisations as the budget plans suggest, then there is an obvious need for some transitional support – a fact acknowledged by witnesses at the budget scrutiny panel meetings.<sup>7</sup> However, the draft budget papers do not currently detail what plans (and funds) are being put in place to provide this type of assistance.

Without this level of detail it is not clear how members at budget council can be confident that reductions in in-house provision will lead to an increased role for the local 3<sup>rd</sup> sector rather than for corporate providers.<sup>8</sup>

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<sup>7</sup> See evidence from Cllr Rob Jarrett, 13.01.14.

<sup>8</sup> This is not to say that greater corporate sector involvement in some services is necessarily a bad thing, just that it ought not to be automatically assumed that increased 3rd sector provision will necessarily be the result of BHCC withdrawal.



**Recommendation 7 – the panel believes that the final budget papers should include more information on the types of transitional support being considered to ensure that the withdrawal or reduction of in-house services is undertaken in a way which recognises that increasing 3rd sector provision requires additional support/investment in the short-term at least.**

### **3.5 Retention of In-House Services**

While some of the 14/15 budget plans involve cutting back in-house provision, in other areas of operation in-house services are to be retained. In some instances we are retaining in-house services when most of our comparators have already outsourced them. In other instances where we are cutting back on externalised provision instead of, or to a greater extent than, in-house services.

No cross-party group of elected members is ever likely to agree entirely on a preferred model of service delivery. Panel members can however concur that there are occasions when there may be compelling arguments in favour of in-house provision. This may be because in-house services are cheaper than the alternatives; or it may be because they are of better quality; or because they provide specialist support that cannot be found elsewhere. It may be that some in-house provision is necessary because the council has duties as the 'provider of last resort' to support challenging clients whom other providers might refuse to deal with. Alternatively it may be that an element of in-house provision is necessary to ensure a competitive and diverse local market, maintaining choice and market-wide quality.

It is also the case that particular political groups have tended, historically at least, to favour certain models of provision for 'political' as well as pragmatic reasons. There is nothing inherently wrong with this – it's what inevitably happens when the leaders of an organisation are elected politicians. However, the panel believes it is increasingly important that the rationale for preferring in-house services is made clear, particularly in instances where many councils have moved away from this model of provision or where we have a mixture of providers doing comparable jobs.

The administration is, of course, free to have a preference for in-house provision, but informed decision-making around budget plans depends upon it being made clear to budget council members what the reasons for a particular proposal are. In general it might be thought good practice for all decisions to be justifiable in pragmatic terms, even when there is a 'political' element to the decision, as there quite properly may be.

In order to make the pragmatic case for in-house (or any other form of) provision, the council needs to have a general idea of the comparable cost of providers, particularly in areas where there are a number of types of providers offering broadly similar services.

Specifically in terms of Youth Services, where there is just such a mix of providers, the panel was informed that the council does not have up-to-date information about the comparable cost of services.<sup>9</sup> The panel was also told that the decision to retain an unusually high level of in-house services was essentially a 'political decision'.<sup>10</sup>

This is also a significant issue for other providers. They need to know the grounds on which they are competing with and against the local authority. It is difficult otherwise to see why independent and 3<sup>rd</sup> sector providers should seek to reduce their costs to a competitive level when the same is not necessarily expected of the in-house services they are in competition with, as may be the case in situations where in-house services are being retained for reasons other than value for money.

**Recommendation 8 – the panel supports a more systemic approach to collecting and presenting data on the comparative performance and cost of in-house services. It is increasingly important that the council is able to justify its retention of these services.**

### **3.6 Achievability**

The city council has been delivering annual budget savings for a number of years, not just through the current period of 'austerity'. It is inevitably the case that each succeeding year of managing with a reduced budget throws up greater challenges.

This may be all the more so in Brighton & Hove, since unlike many councils around England, we have not completed (and have no immediate plans to carry out) a fundamental re-structuring of the local authority. Neither are we withdrawing from major areas of service provision, again unlike many local authorities. Instead, the administration has managed budget pressures by increasingly efficient husbandry of our resources (via the Value for Money and Workstyles programmes); by better and more effective co-working within the council and with our key local and regional partners; and by developing the capacity of our workforce (via living the corporate 'values' of respect, openness, collaboration, efficiency, creativity and customer focus).<sup>11</sup>

In consequence, savings over the past few years have largely been delivered by making incremental reductions across all services rather than major cuts to specific areas of activity. Similarly, workforce reductions (inevitable given the proportion of the council's income spent on staff costs) have been achieved not via large-scale compulsory redundancy, but via natural wastage through

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<sup>9</sup> See evidence from Steve Barton 07.01.14.

<sup>10</sup> See evidence from Cllr Sue Shanks, 07.01.14.

<sup>11</sup> See evidence from Cllr Jason Kitcat and Penny Thompson 19.12.13.

retirement/resignation, plus a voluntary severance scheme that in its first two years of operation was open to all staff.<sup>12</sup>

Making savings in this way has some obvious advantages: it avoids the negative impact of withdrawing from or radically curtailing local services; and it minimises the impact on staff by reducing vacant posts rather than making large numbers of people redundant. However, following a 'salami-slicing' approach will eventually lead to a scenario where services are unable to make further reductions and savings will therefore not be achieved.<sup>13</sup> Since assessing and mitigating risk across the whole council is much more complicated than for specific targeted savings, an across-the-board savings approach creates particular problems in terms of achievability.

Whilst it is not clear that 14/15 will be the year when the potential to make across the board savings is exhausted, this is a real risk and one that grows with each year.

In addition, a number of the 14/15 savings plans are dependent on activity which is both outside the council's control and unlike 'traditional' activity patterns. For example, a number of CYP savings are predicated on demand for high-cost 'crisis' interventions falling as a result of better early interventions. While there are sound reasons for making these types of forecasts (e.g. because recent in-year data has shown a similar trajectory), there is nonetheless a relatively high degree of risk in any such planning where delivering savings is beyond the council's immediate control.

It is not clear to the panel whether the council's administration has a Plan B should major elements of its 14/15 plans prove unachievable – certainly there is little in the draft budget papers to this effect. Given the risks outlined above, panel members do feel it would be prudent for there to be some indication of thinking in this area.

### **Recommendation 9 – the panel believes that the council needs to begin more systemic planning about alternatives should**

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<sup>12</sup> In the 14/15 budget plans, voluntary severance will apply only in departments which are actively re-structuring. This seems a significant shift from previous years, with re-structuring now driving staff-changes rather than staff-changes driving re-structuring (although applications for voluntary severance have always been subject to senior management veto, and have therefore always been subject to a degree of strategic control).

<sup>13</sup> There was some debate at budget scrutiny as to whether the council has been following a policy of 'salami-slicing' or not. In reality there is probably no binary opposition between salami-slicing and targeted savings, since intelligent salami-slicing approaches will inevitably involve a degree of targeting (e.g. protecting some services from cuts whilst requiring others to make larger than average savings). Given the size of the annual savings the council is required to make, it is similarly unlikely that a targeted approach alone would suffice: even if there were to be a large element of targeting, it is probable that it would be accompanied by at least some across-the-board savings.

**significant elements of the current budget plans not succeed in meeting their savings targets.**

## **4 Conclusion**

This year's budget scrutiny has felt like a positive and worthwhile process. The panel believes that the shift of focus from spending details to the broader thinking behind spending plans has been useful and has enabled members to better understand the planning involved in the budget.

This report and its recommendations are meant to be constructive. In general the panel has sought to make recommendations to improve the final budget papers, although in some instances the panel has recommended making some changes to future budget planning, particularly in terms of developing a more systematic approach to collecting data around the comparative cost and performance of in-house services.

There are unavoidable difficulties associated with scrutinising a work in progress, the biggest probably being that the budget papers have been undergoing revision at the same time as the scrutiny panel has been considering the draft budget report. It may well therefore be the case that some of the issues we have identified had already been independently remedied by officers, or that there are already plans in place to do so. It has never been the panel's intention to catch anyone out, and if members have anticipated work that would have taken place in any case this is all to the good.

## Appendix 2

### Budget Scrutiny 2014/15: Witnesses at Panel Meetings

#### 19 December 2013

- Overview of the budget plans

#### Witnesses:

Cllr Jason Kitcat (Leader)

Penny Thompson (Chief Executive)

Nigel Manvell (Head of Financial Services)

#### 07 January 2014

- Prevention (Children & Young People)
- Early Help Strategy
- Stronger Families, Stronger Communities
- Youth Services
- Duplication/joint working – e.g. between Public Health/ CYP/ Community Safety/ Communities
- 3<sup>rd</sup> Sector/grants funding

#### Witnesses:

Cllr Sue Shanks, Chair, Children & Young People Committee

Catherine Vaughan, Executive Director, Finance & Resources

Steve Barton, Assistant Director of Children's Services/Families in Multiple Deprivation

Regan Delf, Head of SEN (Special Education Needs)

Lydie Lawrence, Public Health Programme Manager

Chris Naylor, Public Health Business Manager

Richard Butcher Tuset, Head of Policy & Research

Linda Beanlands, Commissioner for Community Safety

Peter Castleton, Community Safety Manager (Casework)

Anne Silley, Head of Finance – Business Engagement/Adult Services, Culture & Corporate

Louise Hoten, Head of Finance – Business Engagement – CYPT & Environment

## 13 Jan 2014

- Homelessness/Supporting People
- Housing Revenue Account
- Adult Social Care
- Duplication/joint working – e.g. between Public Health/ASC/Housing

### **Witnesses:**

Cllr Rob Jarrett, Chair, Adult Care & Health Committee

Cllr Bill Randall, Chair, Housing Committee

Geoff Raw, Executive Director of Environment, Development & Housing

Brian Doughty, Head of Adults Assessment

Angela Smithers, Interim Head of housing

Monica Brooks, Principal Accountant (HRA and SDNPA)

Susie Allen, Principal Accountant (HRA and SDNPA)

Peter Castleton, Community Safety Manager (Casework)

Dr Peter Wilkinson, Deputy Director of Public Health/Public Health Consultant

Alistair Hill, Public Health Consultant

Nigel Manvell, Head of Financial Services

The Panel would like to thank all the officers and members who gave evidence, often at very short notice. Elected members would particularly like to thank Community Works for their positive and constructive engagement with the budget scrutiny process. Community Works (and formerly CVSF) have been involved in budget scrutiny for several years now, and their input is invaluable.

# Appendix 3

## BRIGHTON & HOVE CITY COUNCIL

### SCRUTINY PANELS - BUDGET

2.00pm 19 DECEMBER 2013

COUNCIL CHAMBER, HOVE TOWN HALL

#### MINUTES

**Present:** Councillors Simson (Chair), Mitchell and Sykes

**Also in attendance:** Jo Martindale (Community Works co-optee)

#### PART ONE

#### 1. PROCEDURAL BUSINESS

- 1.1 **Substiutes:** Jo Martindale was present as a co-optee from Community Works (Sally Polanski will be the Community Works co-optee at the subsequent panel meetings).
- 1.2 **Declarations of Interest:** There were no declarations of interest.
- 1.3 **Declarations of party whip:** There were no declarations of party whip.
- 1.4 **Exclusion of Press & Public:** Members agreed that there was no reason to exclude the press and public from this meeting.

#### 2. CHAIR'S COMMUNICATION

- 2.1 The Chair welcomed everyone to the first meeting of the Budget Scrutiny Panel. The meeting would take a high-level strategic look at the 2014/15 Budget plans, examining them in light of the Council's broader strategic thinking, particularly in terms of the Corporate Plan commitments. The second and third meetings of the Panel would be more in-depth examinations of key parts of the Budget. The Chair invited the Leader, Councillor Jason Kitcat to introduce the Budget after which the Panel would ask questions around the four main Corporate Priorities.

### **3. BUDGET DISCUSSION**

#### **3.1 Opening Statements.**

**3.1a Councillor Kitcat** – The context of the Budget is very important. Local authorities are facing a huge challenge with rising demand for services, increasing populations, a baby boom and people living longer (although not necessarily in good health). This growing demand is at a time of significant funding reductions which makes for a difficult situation.

**3.1b** The council is using Value for Money (VFM) and benchmarking for every service. The Corporate Plan is driving a corporate approach to the Budget – plans have not been developed in departmental silos. The council is also actively seeking new sources of income: there is a change in the thought processes of local authorities which are becoming more entrepreneurial.

**3.1c** The Budget reflects the fact that the council is midway through a journey. The area of social care is particularly challenging, in national as well as local terms, and 2015/16 will be the crunch year. This Budget is trying to prepare for that. The Housing Revenue Account (HRA) has been revisited to help tenants in these difficult times.

**3.1d** A local authority can in theory raise income via fees & charges and/or local taxes. However, at the moment there is still considerable uncertainty around the details of Business Rates and Council Tax setting. (In particular it is unclear what rate councils will actually be able to set CT at without triggering a referendum.) It is therefore not clear what potential there is to increase income via these means.

**3.1e** In addition, welfare reforms mean some people are less able to pay their bills and Council Tax, increasing the pressure on council funding. The council is well placed to cope with all the pressures but it is very challenging. This Budget has taken the approach of keeping services going: not all local authorities have done the same.

**3.1f** There is no simple demarcation between statutory and non-statutory services which might allow local authorities to withdraw from provision. For example, economic development is not statutory, but increased economic activity leads to increased income for the local authority, meaning that it is a service area that councils are unlikely to choose to withdraw from.

#### **3.2 Corporate Priority - Tackling Inequality**

**3.2a Q** – the last Budget included safety nets to cushion against the impacts of welfare reform changes. Have these been assessed and is there still a need for them?



Councillor Kitcat – The delays to universal credit mean that the new schemes aren't in place yet so we are in an interregnum. There has been a lot of work looking at why the uptake of discretionary funds has not been as high as anticipated, particularly the discretionary Council Tax Reduction Fund. The discretionary Social Fund and Council Tax Reduction Fund are provided by local authorities. Last year's Budget had a double top-up but there was no call to draw on it. It is an ongoing piece of work but it is new territory – the demand for the Council Tax Reduction Scheme was expected to rise but the number of claimants actually fell.

Prevention is a key element throughout the Budget. For clarity, the £991,000 change to Preventing Homelessness funding is not simply a reduction but partially a switch – some of this funding will now properly come from the HRA.

Nigel Manvell – Demand for both the discretionary Social Fund and Council Tax Reduction Fund has fallen, which was unexpected, but the full effects of welfare reform are still not clear and services continue to monitor this closely.

Councillor Kitcat – There is a lot of work around this and some disagreements. However, the findings locally are very similar to those in other Unitary Authorities.

**3.2b** Q – Is it still a principle of the Budget to protect front line services? How are you ensuring you spend to save? Can you give further information on the specific issue of the reduction in funding for short breaks for disabled children?

Councillor Kitcat – prevention is key. The Early Help Strategy is central to this approach. There are already benefits being seen for looked after children as a result. There is a lot of work to be done and conversations to be had, particularly with health partners. The financial squeeze means that spending needs to be reduced and unfortunately there will be impacts from this. The VFM programme is encouraging spend to save. On the issue of the short breaks, it is anticipated that the saving will be found in efficiencies and won't impact on service delivery.

**3.2c** Q – have the effects of cuts to disabled services been looked at in an aggregated manner?

Councillor Kitcat – it can be misleading to aggregate savings. The £68k saving referred to for the short breaks will be efficiencies and it is a small part of a very large budget. Benchmarking shows that this is a high cost per unit service and this needs to be challenged.

- 3.2d** Q – the aggregation across disability services has been flagged as a cause for concern. Will the needs assessment of short breaks change?

Councillor Kitcat – the breaks will be delivered for less money. There will not be fewer assessments or changes to the criteria for assessment.

- 3.2e** Q – It is good to see EIAs but they aren't very detailed. Are there plans to link EIAs more closely to services? As they stand, they are not a useful tool for understanding mitigation of impacts.

The EIAs are imperfect as they are done against a snapshot of a draft Budget and the Budget changes. Any reduction in public sector funding will have a cumulative detrimental effect. There will be a move towards service redesign: this is the start of the process not the end. There will be more engagement and more understanding of the impacts which will be reflected in EIAs.

Comment – any redirection of the EIAs in the future is to be welcomed.

- 3.2f** Q – looking at sustainability, are we confident we are doing enough on this?

Councillor Kitcat – The Corporate Landlord scheme now handles all the energy bills and is spending to save, for example, the change to the lighting in Kings House has led to savings. However, as we are moving from Kings House, there is a limit to what will be done. Low energy bulbs are being piloted in street lighting in Seven Dials and this may be rolled out across the city (but would require capital funding from somewhere). Water savings are also in place and by March 2014 there will be automatic metering. In other areas, the cost-benefits are more difficult, for example, Brighton & Hove is a hilly city which means that some of the more efficient vehicles available are not yet viable in our specific circumstances.

### **3.3 Corporate priority - Modernising the Council**

- 3.3a** Q – could you outline your ideas for making the council self-sustaining? How does this fit with keeping services going?

Penny Thompson – The council is on a journey towards self-sustainability. Some of the professional services the council runs are already self-sustaining. For example, legal services and architects are expected to cover their costs and it would be more expensive to use external services. There are four main areas of the modernisation programme – VFM, improving the customer service, changes to ICT, and the people management strategy. In addition, we have our 6 'values' and we must live our values every day - they must be the basis of all we do and how we behave. This is how we can change the culture and become more efficient. The council is also looking at how

we work with others. The integration of health and social care is one of the big challenges for the future. Early prevention is very important and the council is working together with health and social care partners. Modernisation is about being fit for purpose and we need to look at such things as sharing buildings (as the council already does with the police). Another strand is using the capital programme and economic development as a driver of change. Opportunities from the capital programme can help regenerate the economy and generate more Business Rates.

People are our most valuable resource. Workstyles is a key project but our resources are much more than just buildings. In the past we have underinvested in [developing] people and in ICT.

**3.3b** Q – Is this a salami-slicing budget? Where are the indicators for changing structures? We need to spend to change - is there a transformation budget?

Councillor Kitcat – There is a top-up to the transformation fund [now called Modernisation Fund]. In the past, the council has been overly concerned with structures but now we have brought in a simple, clear structure. There is nothing intrinsically wrong with salami-slicing provided it is targeted effectively. The proposals include careful, contextual slicing, not across the board slicing.

**3.3c** Q– It shouldn't be unilateral slicing. If the council is slicing funds and partners are doing the same, are conversations taking place with partners on budget discussions?

Penny Thompson – The starting point was not taking a percentage saving across the board – that would be salami-slicing. It is differential slices. This year the process has been planned across the whole of ELT and CMT. Feedback has been that people understand more this year than previously when savings were done in separate departments. Organisational culture and behaviour is central.

This week the City Management Board met to discuss all budgets. This included Chief Executives from the CCG, the hospital, and the Vice Chancellors of both universities, and there is an understanding of the challenges we are all facing. The council is not working in isolation but having constructive discussions with partners. For example, we are working closely with JobCentre Plus with a shared intention to help people back into jobs.

The Performance Improvement Programme will support organisational change. There will be some structural changes where it makes sense to bring teams together. There will also be a further look at the ratio of managers to staff.

Councillor Kitcat – there are also a range of work streams with the SE7 group. We are working across borders on data centres, the network of networks, and highways. We are also part of ‘key cities’ which involves around 22 medium sized cities.

Nigel Manvell - the VFM Screening process this year looked at all council services, not just those with savings proposals, and broke down the budgets and set out the financial and performance comparative information for each major service area. This gave a clearer contextual picture of the whole of the council’s operations to aid decision making.

- 3.3d** Q – the level of stress and sickness among staff is a concern. Are there any areas where the service is unstable?

Councillor Kitcat – in the 2012-13 budget, the cuts ICT offered were too severe and more funds had to be found in the face of additional pressures due to the imposition of new Cabinet Office rules. The process for screening savings needs to be very robust and VFM goes to the heart of this. Last year HR was protected: this year ICT has been protected. When services are quite small, decisions need to be taken to keep them, move them etc.

Penny Thompson – the stress is a concern and we are monitoring it. The first results from the Staff Survey are out and give cause for cautious optimism. For example, 95% of people are very clear on how to do their jobs. There are one or two areas where stress levels need to be looked further at, but there are no red areas. There is also the difference between short and long term sickness and we are picking up on this. The feedback from the recent staff roadshows is very positive as well.

- 3.3e** Q – the voluntary severance scheme fell short of the target – how is this being made up?

Penny Thompson – we have taken on board the lessons from the scheme. In 14/15 the VSS will only apply to services that are being re-designed. Last year, the scheme was carried out the wrong way round – we need to reshape the service and then look at opportunities to delete posts, not delete posts and then re-design services to fit.

Councillor Kitcat – if the money is not found, it would become a one-off cost in the next Budget.

- 3.3f** Q – there are lots of issues around grants. The cuts are all to external money and grants. A small amount of money can purchase a lot of value. What is the intention behind these cuts?

Councillor Kitcat – there are internal savings too. There is a wider issue around grants. Third sector grants have been protected in the past

which makes it seem more shocking now than it would had they suffered incremental year-on-year reductions. But there is a £2.5m gap and we can't keep protecting them. We need diversity in the third sector but there are some difficult conversations around duplication. It is regrettable and we will keep an eye on the situation. However, the audit of what we spend in the third sector shows a £23m spend.

**3.3g** Q – investment in the third sector can be used as a lever and a small amount can grow substantially. Why the cut to the sports grant (£10k)?

Councillor Kitcat – there is an inconsistency in sport with lots of services doing different things. A separate sports grant is adding to this.

**3.3h** Q – How have you considered services being delivered differently?

Councillor Kitcat – the recent Scrutiny Panel looked at service models for adult social care providers services and the recommendations were accepted. We are now developing a business case. The council operates as a provider of last resort so there are some services that we need to continue providing because there is no other sensible option.

**3.3i** Q – are there areas we could increase income?

Councillor Kitcat – there are areas already identified. The council run a very successful crematorium and offer a basic service which is kept affordable, but with the opportunity to purchase additional elements. The wedding service offers a basic service but also extras which are profitable.

**3.3j** Q – will there be the same number of grants with less money or fewer grants?

Councillor Kitcat – there will be an overall reduction but there is a discussion to be had as to how that is done as there are a range of options.

**3.3k** Q – there is a spotlight on duplication in the third sector but there needs to be consideration of duplication in statutory bodies too.

Councillor Kitcat – the Corporate Landlord approach is a central approach that seeks to minimise duplication. Procurement is centralised; sustainability and ICT are also central.

**3.3l** Q – Is spend on communication centralised?

Councillor Kitcat – It was agreed it would be in 2010-11 and this has now happened.

**3.4 Engaging people who live and work in the city**

**3.4a** Q – what are your thoughts on the threshold for council tax?

Councillor Kitcat – the approach to the threshold and referendums are putting councils in a difficult place and leaving little freedom. It is not yet clear what is going to happen. If there is a big drop from 2% there will be issues. Business Rate retention is also unclear. These are serious challenges.

**3.4b** Q – what about the New Homes Bonus?

Councillor Kitcat – the New Homes Bonus will only be granted if [planning] consent is given straight away, not on appeal. It is difficult to see how it will work in practice.

**3.4c** Q – the public consultation indicated that respondents to the budget survey wanted CYP and ASC protected. Any comments?

Councillor Kitcat – these are the highest spending services. We have [comparatively] more looked-after children than we should have for our size. Some of our services are comparatively expensive. These are significant savings plans but they can be delivered without detriment to outcomes which is what people are most concerned about.

**3.4d** Q – what about doing services with the community not for them?

Councillor Kitcat – there is a culture shift towards this. Good examples include City in Bloom and Friends of the Parks. There are conversations to be had – area based management is harder in a small densely populated city with little history of this to draw upon, but is nonetheless worth pursuing.

**3.4e** Q – how are you building capacity in small organisations?

Councillor Kitcat – this is one of our challenges. What is the role of the council? Is it as a grant provider or an enabler? Is it right to keep grants going or to make organisations self-sustaining? There is common ground and the political will to have these conversations.

### **3.5 Creating a more sustainable city**

**3.5a** Q – what is the impact of the Budget on sustainability?

Councillor Kitcat – the Sustainability Action Plan is being delivered. We are reducing our carbon footprint. The sustainability team has been protected and is now part of the City Regeneration team. The street lighting is an example of spend to save.

**3.5b** Q – The Brighton Centre is a good example of this – but they had to reapply for money rather than use the savings.

Councillor Kitcat – there is the question of how much do you spend on a building if you may not be keeping it. Another example is the schools audit which showed how interventions would save money, but schools understandably chose not to commit much needed money in the short term to lever-in long term outcomes.

**3.5c** Q – what about the seafront infrastructure?

Council Kitcat – the strategy is still being solidified. Problems arise when something is built and funds are not put aside for repairs. There will be briefings on a wider seafront strategy in January 2014. The seafront needs investment of £70-100m which we simply don't have.

**3.5d** Q – there is a perception that some areas are prioritised – for example 20mph. What about people's perceptions?

Councillor Kitcat – it is a complex area. Transport funding is separate and, for example, some is from Sustrans. Capital spending for transport is ring-fenced.

**3.5e** Q – are the reserves prudent?

Councillor Kitcat – they are prudent but not generous. £9m is the current minimum reserve and it is reviewed very carefully. There is no intention to use the reserve to balance the budget.

**3.5f** Q – funding is unpredictable. Is there a greater proliferation of funding sources?

Nigel Manvell – in recent years there has actually been considerable aggregation of grants and there are now far fewer grants, so [grant] funding has actually become more predictable over recent years.

Penny Thompson – the council is set up to deal with the situation. The City Regeneration team is making bids and working on the City Deal bid.

**3.6** The Chair thanked everyone for a most useful and informative session.

# Appendix 4

## BRIGHTON & HOVE CITY COUNCIL

### SCRUTINY PANELS - BUDGET

12.00pm 7 JANUARY 2014

COUNCIL CHAMBER, HOVE TOWN HALL

### MINUTES

**Present:** Councillor Simson (Chair)

**Also in attendance:** Councillor Mitchell and Sykes

**Other Members present:** Sally Polanski, Community Works

### PART ONE

#### 5. PROCEDURAL BUSINESS

5.1 **Substitutes:** There were no substitutes.

5.2 **Declarations of Interest:** There were no declarations of interest.

5.3 **Declarations of party whip:** There were no declarations of party whip.

5.4 **Exclusion of Press & Public:** Members agreed that there was no reason to exclude the press and public from this meeting.

#### 6. MINUTES OF THE PREVIOUS MEETING

6.1 The minutes of the previous meeting were agreed.

#### 7. CHAIR'S COMMUNICATION

7.1 The Chair welcomed everyone to the second meeting of the Budget Scrutiny Panel. At the first meeting there was a very constructive and useful session with the Chief Executive, Penny Thompson, and the Leader, Councillor Jason Kitcat. That meeting focused on looking at the Budget in light of the Corporate Plan. The Panel then decided to focus on several key areas



as indicated in the agenda. The three overarching areas to look at today are CYP, community grant funding and co-working.

## **8. BUDGET DISCUSSION**

### **8.0 Co-working and Community Grant Funding**

**Richard Butcher Tuset, Head of Policy & Performance** - A Communities and Third Sector Policy and Commissioning Prospectus has been developed and this was agreed by Policy and Resources Committee in December 2013. This involved significant work with a range of public sector partners including the Clinical Commissioning Group (CCG). The report identified a number of priorities to work on with the Third Sector, one of which was the first ever Third Sector Commission. For the first time, the local authority and the Third Sector were going commission services together. The Communities Team, Public Health, the CCG, and the Communications Team were all working together. They were talking to colleagues across the local authority in a more structured and robust way. The report sets out a programme of activities to work together and co-ordinated commissioning going forward. It is an ongoing piece of work and they are in discussion with Children's Services, Public Health and the CCG, and Community Health and Safety teams. There have been discussions about potential overlaps between teams, particularly between the Communities Team and the Community Safety Team.

Q – The commitment to Third Sector is welcome but there is a disconnect between the aspirations of the Policy and Prospectus report and the Budget commitments. This is a journey but there is no investment from key parts of the council, for example, Children's Services, Housing, Adult Social Services. Another key concern was the cuts to grants. What was being done about the lack of investment by some council services?

**Richard Butcher Tuset** – The work so far is the start of a journey. There is a policy statement and a commitment to support the Third Sector. The commissioning prospectus was a good first step but there is more to do. There was a conflict about the time it would take to engage more widely and the desire to get on with the work. It also takes time to unpick existing contracts and commitments.

Q – The Public Health budget has been ring-fenced but what about the future? How will it be used?

**Chris Naylor, Public Health Programme Manager** – The Public Health budget from the NHS was £18.2m and it was ring-fenced. However, it also came with a range of contracts and staff which totalled around £18.2m leaving very little flexibility. There is a lot of work now looking at existing contracts to identify any areas of duplication with council contracts. In the past there have been very large contracts with health providers (BSUH, Hospital Trusts etc) but they are looking to move away from blanket contracts. They are looking to

link in with the council and dovetail contracts. This should release funds and allow more flexibility. There is also an issue around prescribing costs where recent guidance states these are costs for the council but in the past this was NHS funded.

Q – Can you explain the idea of introducing a local tariff for sexual health services?

**Chris Naylor** – Where hospitals have block contracts, they receive a lump of money regardless of what work is undertaken. Under a tariff, they receive a set amount of money for a set amount of work. This would give the council more control over how the contract operates. It is a similar process to payment by results.

Q – Can you explain the rationale around the sharing community engagement element of Prevent Hate Crime staff costs with the Policy Team?

**Linda Beanlands, Commissioner, Community Safety** – This is an example of the joint working with the Policy Team. There is a significant amount of expertise within the Community Safety Team of working on Hate Crime but the best use of this expertise to deliver against wider council outcomes has not always been realised. It is about recognising that skilled individuals are well placed to specifically achieve wider equality outcomes in addition to their own work.

Q – The Budget refers to duplication in the Third Sector and it is good to hear that the council is addressing duplication internally as well. Are there any further possibilities for synergies and savings?

**Linda Beanlands** – Discussions took place over what the Community Safety and Policy Teams each do and if there is any duplication. The Policy Team commissions particular services but don't directly deliver community engagement. In the Community Safety Team, there is some community engagement for the specific purpose of reducing crime and disorder. This is around building resilience and using community engagement as a route to prevent crime and disorder – as a means to an end. There is not duplication between the two teams.

**Richard Butcher Tuset** – The confusion can arise over the similar team names. The role of the Policy Team is of corporate investment. They provide principles to work with the Third Sector and the infrastructure to work and engage with the Third Sector. The Policy and Resources Committee report showed that there was some duplication and some missed opportunities across the local authority. They are committed to a review of engagement across the local authority to ensure community engagement is appropriate and follows best practice.

Q – There is duplication and overlap with housing who have their own anti-social behaviour officers. The review must be corporate and address such issues.

**Linda Beanlands** - There is a draft report proposing greater unity between the two teams which will be considered by ELT. Peter Castleton is the Lead Officer for anti-social behaviour and he works closely with housing officers. It is a complicated issue as the Housing Officers are also linked to tenant sustainment so the two teams can not easily be integrated.

Q – Can you explain the closer working and wrap around proposals for the street communities?

**Linda Beanlands** – There are two pieces of work underway. There is recognition that there is an opportunity to be more efficient and unified in commissioning street outreach services. The rough sleeper services are supplied by the Supporting People Commissioner which is separate to the issue of anti-social behaviour by the street population or street drinkers. There is a meeting set up to continue conversations around single commissioning across the piste. The idea is to provide a more unified service with budget savings by delivering services differently rather than less.

The second piece of work is around the recognition of the risk and vulnerability of the growing street population. A task and finish group (Chaired by Geoff Raw) has been set up to look at the issue and make clear recommendations and proposals to co-ordinate services for the street population including issues such as mental health, safeguarding and trafficking. The draft report is due at the end of January 2013.

Q – What work has been undertaken on the impact of the grants reductions?

**Richard Butcher Tuset** – The discretionary grant programme is £1.6m and a saving of 10% is proposed. £1.2m of the discretionary grant programme is in three year grants to 64 organisations; the remainder is in annual grants to around 190 organisations. Some replacement funding will come from the surplus Housing Revenue Account (HRA). Figures indicate that the requirements to meet the HRA will be minimal and they are asking grant recipients who work with tenants to look at how they meet the HRA requirements.

They are looking at ways that 10% saving may be made. The EIA in the Budget papers assumes that the 10% will be taken across the board but there are other options. For example, taking from the discretionary grant programme or the annual grant programme or a percentage of each. They will look at impact assessments.

Comment - The assumption is that the Third Sector needs to share the budget pain but it needs to be noted that most funding levels haven't increased for years and organisations have had to make savings themselves. In addition, the impact of a loss of a grant can be devastating on small organisation. Indications are that around 20 organisations will cease if their grant is cut leading to reduced provision in the city. There is also the VFM - £23m investment results in £24m in volunteers alone. The Third Sector also has a

role in reaching the most excluded and forms a gateway to accessing other services.

Q – Is the surplus HRA ongoing after this year?

**Catherine Vaughan, Executive Director Finances and Resources** – There are choices around how HRA funding is spent. For example, one choice is the level of contributions made to the ongoing capital programme. If a whole series of grants look as if they are predominantly benefitting tenants and residents than it may be preferable to use the HRA rather than cease funding. The HRA has more flexibility and choices than the General Fund. There are three choices: no funding; General Fund; HRA if legitimate.

Q – Will Members see the HRA spend before the Budget is set? With all the issues around demolition, rebuilding and stock there may be questions around how the HRA is used.

**Catherine Vaughan** – Members have difficult choices to make. The first assessment shows that this would be a legitimate use of the HRA but there is further work to be done. Members will get the chance to consider the HRA proposals and which grants are applicable.

Comment – the Youth Collective contract is only funded by the council by a third of the cost of delivering the service. This happens to many organisations and they may find the projects are no longer feasible.

Q – Are there issues around transaction or administration costs? Will it be a reduction in the number of grants or a percentage of each?

**Richard Butcher Tuset** – The aim is to take away the minimum but further work is underway. Is it 10% of all grants, or cuts in line with priorities? In terms of delivering grants, VFM shows the council is the best option.

Comment – It can be difficult to fully understand the Budget papers which can make comments difficult.

**Catherine Vaughan** – The challenge is that we need high level resourcing decisions made by Full Council. It is already a very detailed Budget report with EIAs and the concern is that if there was more detail then it would be harder to penetrate. Full Council needs to make the high level decisions and it may be that other Committees make more detailed decisions.

The Chair thanked everyone for a most helpful and instructive session.

## **8.2 Children's Services**

**Councillor Sue Shanks, Chair of Children and Young People's Committee** – The VFM programme has enabled us to make only minimal cuts. There is a lot that is working well in the city. The key focus is on Early Help and there has been a lot of partnership working around this.

Q – The Early Help strategy is the main plank of the savings but it appears to be moving towards the Munro model of service provision. The Munro recommendations were around communication not a way of saving money. Are the cuts really achievable?

**Steve Barton, Assistant Director Children’s Services, Stronger Families, Stronger Communities** - The Munro report was about focusing on structures and the roles of social workers. There was a better way to focus resources and look at the professional relationship with social workers and families. Benchmarking shows that Brighton & Hove spend a lot on Children in Care compared to other local authorities. This is a long term piece of work that has been underway for several years. It is not about individual cases: when a case gets to court to take a child into care, it is never questioned. It is about the pathway of spending. The pathway starts with the home visit which will remain and then the social work will follow the Munro principles. Both external and internal processes had been analysed to make improvements. This is the second year of a three year joint procurement process with West Sussex which had also brought costs down.

Prevention was the other side of the VFM programme. How can we reduce the number of children coming into care? They were looking at coherent ways to manage the number of children: currently there were around 450 looked after children and 700 on the children in need plan. The Early Help agenda was intended to identify those children and families who had emerging concerns. There are around 200-300 vulnerable students in schools and 650 families in the Troubled Families project (over 3 years). The target is to manage this cohort more effectively and reduce the number of children going through the pathway to social care. The Munro principles were not about saving money but can be used to continue work on how to manage the costs of looked after children and prevention. If the cohort of around 1000 children is reduced through prevention then over time there would be a need for less social workers. There is a high turnover in social workers and a lot of agency work which could be reduced.

**Councillor Sue Shanks** – There will be no increase in caseloads for social workers but it is about vacancies and agency staff.

Comment – It is a long term issue and it is a concern that it is a different name for something tried before.

**Councillor Sue Shanks** – It is a long term problem and not one solution. We are also looking at structures, for example, working with women who have lots of children taken into care.

**Regan Delf, Head of SEN** – Early Help may have been on the agenda a long time but the issue is about the effectiveness of implementing it. If a family has issues solved early, it will prevent escalation. In the past, the effectiveness of Early Help has been inconsistent. The CAF is a tool to identify children at risk

but it is used inconsistently in the city. Work with schools on Early Help is becoming more effective and making more of a difference.

Q – Can you explain further the principles of payment by results as it relates the Troubled Families programme?

**Steve Barton** – It is predicated on the thinking around VFM. Payment by results is a similar approach with an understanding of outcomes. In Brighton & Hove the focus began on the most complex families who take longer to turn around. As a result, the figures showed that Brighton & Hove were towards the bottom of the local authorities across the country in achieving turn-around (based on Government guidance). The Government's formula was to report on the 40% of the costs of an intervention paid by the Government but they have now said that local authorities now need to report on the other 60% as well. 24 families cases have now been closed. Other families have been identified and they are now on course to achieve the one third of the total by February 2014.

There is a review and challenge programme underway to look at what has gone well and what could go better. The family coaching approach is very effective with one social worker, one plan and 9-10 hours per week with the family. If families can be turned around costs are reduced. By March 2014 the data will be available from the successful families and then the reduction in costs can be evidenced. Phase 2 has reduced funding from the Treasury and broader eligibility.

Q – What analysis is there of the delivery mechanisms for Early Help?

**Regan Delf** – The analysis shows people are confused about the many services out there and find it difficult to know what is available. The 'Local Offer' will be in place by 15 January 2014 which will help. We intend to provide an interface between families in need and schools to give support and guidance. An early help hub – like the MASH – is being considered where a group of professionals are brought together to support families who have a range of needs. For example, schools may say that the problem for a child is housing or domestic violence or parenting skills but it is hard to access help as there are waiting lists. It is about looking at the gaps and co-ordination and providing professionals who can help.

Q – What constitutes evidence-based practice in the Early Help Strategy? It is a challenge for the Third Sector. The cuts to the short breaks is baffling in light of the Early Help strategy as it may be destabilising for families. It is said that there will be no affect on frontline services. What is the implication for families? What conversations have taken place with service providers?

**Regan Delf** – The intention is to reach the savings through efficiencies. Meetings have taken place with the Departmental Management Team and CVSF. The concerns are understood but savings need to be made. It is painful but different ways of working need to be looked at.

**Councillor Sue Shanks** – Some of the savings will come from the Higher Needs Block funding (HNB) and it is a small amount of the actual budget. There won't be an impact on provision.

Q – It is inconsistent to reduce short breaks when talking of Early Help. There are impacts on the Third Sector but they were not consulted during the Budget process. Will that conversation take place? What happens if HNB funding is not available?

**Regan Delf** – The HNB is very similar to last year and there are no indications it will change. Use of the HNB funding is the responsibility of the local authority to support children with high needs so the decision is one for the authority not the schools.

Q – What about the Dedicated Schools Grant (DSG)?

**Regan Delf** – The Schools Forum is consulted annually on the HNB but use of funding is the responsibility of the local authority. The proposals for the DSG will be going to the Schools Forum in January 2014. The Direct Schools Grant is separate.

**Louise Hoten, Head of Finance, Business Engagement** – A report is being drafted on any savings that will impact on schools – not just the DSG. Schools have been contacted to ask for the impacts of the Early Years Block. The report will be discussed at the Schools Forum.

**Councillor Sue Shanks** – Afterschool provision (Early Years Block) is being removed and schools will need to look to fund this. The local authority funds the Pre-School Playgroup Alliance already so it was felt that the afterschool provision was already there.

Comment – There are 33 providers of early years services so the cumulative effect is a concern. There needs to be a dialogue around what is currently offered and what is part of the Pre-School Playgroup Alliance. The issue of the short breaks can have great implications – if one child goes into residential care it can cost around £180,000 so there are potentially large risks for small savings.

**Catherine Vaughan** – There is a difference between investing in Early Help and making no changes to services. It is important to challenge what outcomes are being delivered and there is some scope for Early Years to make services better. There may be different ways to provide services and it is important to have ongoing conversations.

**Regan Delf** – It is not necessarily the case that a small saving results in much higher costs downstream. There are a very small number of placements and these are for those with the most challenging behaviour. A number of small cuts here and there may not necessarily have a huge impact on high cost 'agency' placements – the team are very aware of families in crisis and provide intensive support for them.

Q – YES centres are to close and move into YOS. What will the impact of this be?

**Councillor Sue Shanks** – The Dip isn't a youth access point but an office. It was proposed as a saving last year but wasn't able to happen. It is a relocation of staff.

**Steve Barton** – There are lots of changes underway with other service providers changing premises. The YES team will be in the YOT building in the city centre which is a more efficient use of resources but won't change the pattern of contact.

Q – Can you explain the £50,000 saving in a practice manager post?

**Steve Barton** – There was a major restructure after the last inspection. This is a temporary post so was an anticipated saving. The Head of YOS remains in place with four practice managers.

Q - What is the rationale for BHCC retaining significant in-house Youth Services capacity when almost all local authorities are no longer providing these services in-house? Do in-house services provide better vfm than market alternatives or higher quality specialist services than the local market could provide?

**Councillor Sue Shanks** – It is a political decision. Local authorities should run some youth services alongside the voluntary sector. The decision is to retain youth services in-house whilst endeavouring to join things up better across the city.

Q – Has there been a VFM assessment?

**Steve Barton** – We are half way through a contract with eight separate voluntary sector organisations working together. It is not easy to change all these contracts. It is still early days and it is still bedding-down. It is a challenge for in-house and the voluntary providers and they are working collectively to get a better grip on spending.

Comment – The Third Sector has come together and embraced change. There is a concern about how decisions are made if there is no robust VFM analysis.

Q - The Budget report claims as a success that 20.6% of children are living in poverty. This doesn't seem like a success – what is it measured against?

**Steve Barton** – 'Success' is not the right word – it is a reduction from 25% and lower than the national figure.

Q – How will the savings in home-school transport be made and who is losing transport?



**Regan Delf** – The EIA has been revised for this. It was never in question that the statutory provision for children with SEN would be reduced. Some savings have already been made. It is about looking at different forms of transport carefully and sensitively. It is also about encouraging independence, for example, some children use buses at other times so can they use a bus instead of a taxi to get to school. Also we will look at VFM in terms of transport solutions. There are projects running with families to see if funding can be provided to the family to take the child to school. It will be a careful, personalised decision made with the family.

The Chair thanked everyone for a most interesting and useful session.

## **9. DATE OF NEXT MEETING**

The next meeting is Monday 13 January at 2.00pm in the Banqueting Suite in Hove Town Hall.

# Appendix 5

## BRIGHTON & HOVE CITY COUNCIL

### SCRUTINY PANELS - BUDGET

2.00pm 13 JANUARY 2014

BANQUETING SUITE, HOVE TOWN HALL

### MINUTES

**Present:** Councillor Simson (Chair)

**Also in attendance:** Councillor Mitchell and Sykes

**Other Members present:** Sally Polanski, Community Works

### PART ONE

#### 12. PROCEDURAL BUSINESS

- 10.1 **Substitutes:** There were no substitutes or apologies.
- 10.2 **Declarations of Interest:** There were no declarations of interest.
- 10.3 **Declarations of party whip:** There were no declarations of party whip.
- 10.4 **Exclusion of Press & Public:** Members agreed that there was no reason to exclude the press and public from this meeting.

#### 13. MINUTES

The minutes of the previous meeting were not available.

#### 14. CHAIR'S COMMUNICATION

12.1 The Chair welcomed everyone to the third and final meeting of the Budget Scrutiny Panel. At the first meeting there was a very constructive and useful session with the Chief Executive, Penny Thompson, and the Leader, Councillor Jason Kitcat. At the second meeting there was an equally useful session with officers and Councillors on services for children and young people, community grant funding and co-working.

The Chair invited Councillor Rob Jarrett to make an opening statement.

## 15. BUDGET DISCUSSION

### 13. Adult Social Care

**Councillor Rob Jarrett, Chair of Adult Care and Health Committee** – Adult social care accounts for a significant proportion of the council spending that is not ring-fenced. This makes it difficult to absorb any reduction in funding and leave adult social care untouched. The emphasis has been to look at making sure everyone who needs a service will get an assessment and receive the service they need. A number of things can be done to make savings in terms of better ways of working, for example, better use of technology, better use of support at home. There are limits to what can be saved this way and how quickly. Some savings have been made this way in previous years but not enough to make all the required savings this year. Historically, some areas have been more generously funded than other areas so now the proposals look to make things more even. There are some areas where savings can be made and services improved, for example, there are some people who have been using Learning Disabilities (LD) services for many years but haven't moved on to make greater use of community services. These people should be enabled to become more independent and move to community services. An effort needs to be made to help people to be more independent. We will look at each individual and see if there is a solution that is better for them that also means they need a less intensive council service. Some of this means ensuring that there will be other services for people to use. In Brighton & Hove there are good services available run by committed organisations. There have already been discussions and it is a realistic proposal.

Q – LD Services seem to be taking a number of significant savings. How realistic and achievable are they? Will the Third Sector need further support and funding to provide LD services? How realistic is the saving predicated on a greater use of technology.

**Councillor Rob Jarrett** – There is less confidence this year than last year on the achievability of the targets. It is not possible to go on making savings year on year with the same ease otherwise it would have been done sooner. The capacity is available in the Third Sector to provide services but it will require some co-ordination. If necessary, transitional support can be provided. There is more confidence in the savings using new technology. For example, all the new technology is not yet in people's homes. Technological support can now detect a greater range of actions, for example, epileptic fits. One officer has been looking at the dedicated use of technology and there is some way to go to utilise all the benefits. Keeping frail elderly people out of residential homes is the biggest thing that can be done to cut spending but there is a limit to what can be done each year. Additional officer time will be used to make sure increasing independence is working and may need additional support, for

example, using a bus not a taxi to services. This will mean an increase in key workers at the front end and will be assessed on an individual basis.

**Brian Doughty, Head of Adults Assessment** – Increasingly the focus is on safeguarding vulnerable people. The number of safeguarding issues and increased complexity is making it a challenging time. The strategy of personalisation has been successful and will continue with personal budgets and direct payments. There are greater efficiencies, for example from the use of Telecare, and there has been significant investment in the past years and this is now showing benefits. More people are staying in their homes for longer. Early intervention keeps people in their homes longer and reduces their need for care.

The community assets need to be looked at and, in partnership with the Third Sector, pick up any deficits in service. In LD services, Brighton & Hove spend considerably more than comparator local authorities. There are 733 LD clients and the spend is over £22m. The challenge is to meet eligibility needs more intelligently – needs not wants. People on personal budgets spend 10% less on services – there is a need to negotiate with individuals about what they actually need which is an ongoing process.

**Councillor Rob Jarrett** – The Connaught Day Centre moved location and users needs were assessed as part of this. Some people had been attending the day centre but not using the activities so individuals were given a different package to better enable them to engage in activities. Not everyone needs institutional building-based services. Individuals may end up with something better, even though there will be some upheaval and some people find it difficult to deal with change.

Q –The impacts of the service changes for LD services and Direct Payments are not fully understood. The EIA doesn't give the impact on the service user so it is difficult to fully understand the impact. There is an ongoing issue around criteria and eligibility assessments – these are subjective and open to interpretation. There is an issue around substandard services in the city and people can be isolated in underperforming homes. There is a concern that some of the Budget changes will happen before users are consulted – how are people engaged with the changes?

**Brian Doughty** – As adult social care is such a vast proportion of the budget, there has to be a contribution to the savings. There will be an impact and the key thing is to mitigate it and ensure people's needs are met in a different way. The eligibility criteria is subjective but it is made as objective as possible. Services need to be provided in the best and most efficient way to meet people's needs. They are very aware of the stress of savings and will support people through the process. It comes back to needing really good assessments and support for individuals – and their advocates.

They are mindful that some residential services are better than others and people will not be in poorer quality services without other support. There is a need to make sure that there is the same quality of service across the board.

**Councillor Rob Jarrett** – There is a problem with the EIAs because they are behind the budget and some of the EIAs take time to catch up. It has been requested that the EIAs are reconsidered – they are a work in progress. Consultation must have a purpose and if consultation highlights that one particular service is overwhelmingly supported, there is scope to change things. Budget Council will be guided by consultation.

If a commercially run residential home is being paid to offer 24hr care then we expect a range of activities. If it is not adequate, we will challenge the organisation and expect 24hr service.

Historically, some LD some services were transferred from the NHS and some came from the local authority so there has been a disparity of funding depending on what category an individual was in. It would be preferable to bring everyone up but as this can't be done, there needs to be some levelling down. In addition, historically, LD services have been protected.

Q – Are you satisfied that the budget line figures are realistic? What discussions have there been with the Third Sector?

**Councillor Rob Jarrett** – It is increasingly difficult to find savings so there is some question over how realistic the figures are but the budget needs to be balanced. There have been ongoing discussions with the Member Disabilities and Providers Forum.

**Brian Doughty** – There is a meeting next week with the LD Partnership Board as part of the consultation process. Around 90% of the adult social care budget is spent in the independent and Third Sector and there is a good track record of working with the Third Sector. It is always challenging to make savings but they have done well in the past. They are working in partnership with health and housing to look for better options. The best way to save money is to reduce reliance on residential nursing care.

Q – At the moment people with LD can earn around £100 a week without losing benefits, but may lose this with the cuts to supported employment. There is a long term impact of this. What about spend to save?

**Brian Doughty** – Supported employment is a key preventative measure and it is important to continue preventative work. But supported employment is not a core BHCC expertise so they are looking at different ways of delivering support. It is similar with 'Able and Willing' where the council subsidy needs to be reduced by working with the community and business sectors. 'Able and Willing' should be self-sufficient.

**Councillor Rob Jarrett** – We will carry out a further analysis to make sure that people are not losing out.

Q – Changes to accommodation were in the budget plans last year. What has changed since the budget plans were changed last year?

**Brian Doughty** – The whole accommodation strategy is being looked at to make the savings that have to be made.

Q – What about the savings in management? A management role is being removed – will this have an impact on stress levels?

**Brian Doughty** – The post identified is in mental health services and is no longer required due to management changes. There will not be a significant impact on stress levels or anxiety and very little reduction in operational staffing. On the resource centres, we are looking alternative means to provide resources for elderly people using these eservices.

### **13.1 Joint working and integration**

**Geoff Raw, Executive Director, Environment, Development & Housing** – The corporate management team recognises the importance of integrating public health into the local authority and is working to accelerate this and to encourage more collaboration. There is more financial pressure and financial incentives, for example, to reduce the pressures on A&E and to prevent bed-blocking. The Better Care Fund comes from the NHS to social care to help integration. The Supporting People budget is c.£10m and has been extended until 2015. Working with third sector partners, it is used to reduce housing pressure and mental health pressures. Prevention is a key part of the business case. The local authority has housing and homelessness obligations and it's preventative work, for example, in addressing street homeless has successfully reduced funding pressures elsewhere.

The Directors are holding joint management meetings and workshops to look at how resources for preventative work are best used. Part of this will look at removing any areas of duplication and also ensuring that we are focusing on the right priorities. Directors are looking at more creative ways of addressing housing needs: on a “better for less” basis where possible. The management team is committed to breaking down barriers between service areas and good progress has been made.

**Dr Peter Wilkinson, Deputy Director Public Health/Public Health Consultant** – One example of this joint working is the recommissioning of substance misuse services which includes the relevant services within the current Supporting People strategy.

**Councillor Bill Randall, Chair, Housing Committee** - The Housing Revenue Account (HRA) is self-financing and can be seen as a financial muscle to help with joint working.

### 13.3 Homelessness

**Councillor Bill Randall** – There is a serious homelessness problem in the city. The proposals include £3.2m next year as part of the Supporting People Budget with £100,000 savings proposed. They have worked with Stonewall and Exodus to access grant funding. Three extra caseworkers are now in place.

£340,000 funding responsibility will be transferred to the HRA from the General Fund. The Sheltered Housing scheme currently takes 855 people and all but 73 of those are covered. Sheltered Housing hopes to help people become more independent. The proposals have been discussed with the Sheltered Housing Action Group. Two thirds of homeless people in Brighton are not from the city so they are working with other local authorities to locate them across Sussex. There is a new Homelessness strategy that was discussed widely. The street count came to 53 homeless people but the local authority figures show there are 72 homeless people.

The £110,000 reduction has previously been used for research into entrenched rough sleepers so it is not a cut to front line services.

Q – The HRA is being used differently this year. Have there been any clear policy reports to committees? Has there been a policy discussion around Homemove? What was the discussion around using HRA to fund grants?

**Geoff Raw** – There is a report on the HRA going to the next Policy and Resources Committee. It is also going to the Housing Committee and the HMSC. The timing is tied into the budget schedule. It is not unprecedented to use the HRA in this way. The methodology is very robust to satisfy financial audit requirements.

**Councillor Bill Randall** – There have also been discussions with the lawyers. Other local authorities also use the HRA in innovative ways. In Portsmouth they used it to pay for playgrounds: in Manchester they tried to transfer £15m from the HRA. There is a list of those grants that will use HRA.

**Susie Allen, Principal Accountant (HRA and SDNPA)** – There has been a review of the office and the team and what they do. It is not a new policy: the HRA has been subsidising the General Fund. It is a way of paying for services for council tenants.

**Geoff Raw** – There are efficiency savings in the HRA budget – aiming to reduce overhead costs and maximise services to tenants. Efficiency savings are across the board. The audit test must be met where we are providing services using HRA funding.

Q – What came first - the surplus HRA was found and used or areas identifying that could use the HRA?

**Geoff Raw** – It was an evolutionary process of looking at opportunities for efficiency savings and service improvements across the Housing HRA and General Fund budgets. It also follows from a general principle set out in the budget strategy to address the rising cost pressures in adult social care, children’s services and health. For example, housing resources are helping reduce the cost pressures of residential care. The service is also currently working with the Chartered Institute of Housing reviewing our provision of sheltered accommodation. It is part of an ongoing scrutiny of reducing costs and where appropriate, attributing costs differently.

Q – How realistic is it that £223,000 can be found by using cheaper temporary accommodation? What about the impact of direct payments to tenants on housing benefits? Can you give further information on the positive effects of improving the quality of private sector housing conditions?

**Councillor Bill Randall** - In the past 18 months around 700 HMO have signed up for licensing and about half of those already met the criteria. There are around 5000 HMOs for students. The private sector is very expensive at around £800/month so a good level of accommodation is expected. There are some concerns around standards and management services and it is often the good landlords who sign up to be registered. Residents and tenants are encouraged to email when landlords aren’t registered. The health and well-being benefits of good housing are well known. Temporary accommodation is being recommissioned and the costs will fall. They are also looking at commissioning outside of the city where it is cheaper.

**Geoff Raw** – The proposed savings of £223,000 in temporary accommodation will require improved IT to increase rent collection. There is a need for a framework for renting from the private sector with longer leases. A combination of these factors will make the saving achievable. Direct rent payments to tenants on housing benefit has been identified as a risk. If someone is on benefits and under pressure there is a risk they will use their rent to fund other things. Landlords would prefer to be paid directly otherwise there will need to be contingencies for landlord loss of rent and the risk of eviction.

Longer term leasing arrangements with private sector landlords are underway operating well. It would also be good to be able to work with landlords to improve the energy efficiency of buildings.

**Nigel Manvell, Head of Financial Services** - Members have expressed concern around the achievability of the proposed savings. There is a statutory duty to look at achievability and the level of risk around that. It is getting more difficult as situations for local authorities are more challenging. There is some risk contingency in the draft budget (£1m one-off and £2m recurring) which allows for more complex and further consultation if required, or alternative options to be looked at a risk assessment made. An outside agency has been engaged to look at further potential VFM savings to fill the existing savings gap.





## **Appendix 6**

### **Scrutiny Budget Panel 2014/15: List of Recommendations**

**Recommendation 1 – the panel believes that the Equality Impact Assessment process supporting budget planning needs to be reconsidered, so as to allow for more resources to be committed to be the most important and riskiest savings plans.**

**Recommendation 2 – the panel would like assurances that the cumulative impact of savings plans on people with a learning disability will be tracked, and additional support will be provided if there is a significant detrimental impact on this vulnerable group.**

**Recommendation 3 – the panel would like to see a more detailed explanation of how the resident survey and other engagement exercises have informed the 14/15 budget planning.**

**Recommendation 4 – the panel believes that more information is required on the risks and opportunities presented by the plans to transfer funding for some services from General Fund to the Housing Revenue Account (HRA) for members to make an informed decision on these plans at budget council.**

**Recommendation 5 - The panel believes that more information on the risks and challenges presented by the plans to transfer funding for some services from General Fund to the Direct Schools Grant (DSG) is required for members to make an informed decision on these plans at budget council. Specifically this should include any available information on services that may cease to be provided or will be substantially reduced as a result of the transfers.**

**Recommendation 6 – the panel requests that all plans to make savings to ‘preventative’ services are re-considered, with particular reference to the risks involved in lessening the effectiveness of prevention.**

**Recommendation 7 – the panel believes that the final budget papers should include more information on the types of transitional support being considered to ensure that the withdrawal or reduction of in-house services is undertaken in a way which recognises that increasing 3rd sector provision requires additional support/investment in the short-term at least.**

**Recommendation 8 – the panel supports a more systemic approach to collecting and presenting data on the comparative performance and cost of in-house services. It is increasingly**

**important that the council is able to justify its retention of these services.**

**Recommendation 9 – the panel believes that the council needs to begin more systemic planning about alternatives should significant elements of the current budget plans not succeed in meeting their savings targets.**



<b>Subject:</b>	<b>Trans Equality: Update on Implementation of Agreed Scrutiny Panel Recommendations</b>		
<b>Date of Meeting:</b>	<b>27 January 2014</b>		
<b>Report of:</b>	<b>Head Of Law (Monitoring Officer)</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Giles Rossington</b>	<b>Tel: 29-1038</b>
	<b>Email:</b>	<b>Giles.rossington@brighton-hove.gov.uk</b>	
<b>Ward(s) affected:</b>	<b>All</b>		

### FOR GENERAL RELEASE

#### 1. SUMMARY AND POLICY CONTEXT:

- 1.1 On 27 March 2012 the Overview and Scrutiny Committee (OSC) agreed to set up a Scrutiny Panel to highlight the challenges and inequalities facing trans people in the city. The Panel set out to find answers to the question what needs to be done to make things fairer for trans people to live, work and socialise in the city. The Panel consisted of Councillor Phélim Mac Cafferty (Chair), Councillor Warren Morgan, Councillor Denise Cobb and two co-optees, Jay Stewart of Gendered Intelligence<sup>1</sup> and Michelle Ross, a Trans Awareness Consultant & Counsellor at the Terence Higgins Trust, both of whom are noted national experts. The Panel also appointed a facilitator, Nick Douglas of the LGBT Health and Inclusion Project (LGBT HIP).
- 1.2 The Panel's report was unanimously agreed at Policy & Resources (P&R) Committee on 9 May 2013.
- 1.2 The progress made in implementing the 37 recommendations in the report is detailed in Appendix 1.

#### 2. RECOMMENDATIONS:

- 2.1 That Overview and Scrutiny Members consider and comment on the contents of this report and its appendix.

#### 3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 The implementation of (agreed) scrutiny panel recommendations is routinely monitored by the relevant scrutiny committee until members are content that all necessary actions have been undertaken. This is the first monitoring report regarding the Trans Equality Scrutiny Panel report.

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<sup>1</sup> Gendered Intelligence is a community interest company that runs arts programmes, creative workshops, and trans youth group sessions that looks to engage people in debates about gender

3.2 The P&R report recognised that the Trans Equality Scrutiny Panel was groundbreaking, being the first in the country to carry out, in a sensitive and effective way, a detailed investigation into the experiences and needs of Trans individuals and community in the city. It provided a firm and clear foundation for all public services to build on in terms of improving their understanding of and service provision to the Trans community. Much learning and awareness raising with service providers was achieved through the process and this has been successfully built upon and extended.

3.2 There has been a great deal of work undertaken and much progress has been made since the Panel report was agreed by P&R. There is a Joint Strategic Needs Assessment under way, Trans awareness training for housing staff commenced, HR is revising the Trans toolkit, and there is a equalities champion in ELT which includes championing Trans issues. The community itself have in particular applauded the launch of Trans only swimming sessions and the work in schools through the Trans Inclusion Toolkit. Partnership work includes GP training, and the commissioning of Trans care pathway guidance for GPs. Critical to the continued implementation of the work has been the involvement of trans reps in the governance and planning of these activities and to support this LGBT HIP have developed a new Trans Alliance for the city.

3.3 **Appendix 1** to this report includes detailed information on the implementation of each agreed panel recommendation.

#### **4. COMMUNITY ENGAGEMENT AND CONSULTATION**

4.1 None with regard to this monitoring report.

#### **5. FINANCIAL & OTHER IMPLICATIONS:**

##### Financial Implications:

5.1 None with regard to this monitoring report.

##### Legal Implications:

5.2 None with regard to this monitoring report.

##### Equalities Implications:

5.3 None with regard to this monitoring report.

##### Sustainability Implications:

5.4 None with regard to this monitoring report.

Crime & Disorder Implications:

- 5.5 None with regard to this monitoring report.

Risk and Opportunity Management Implications:

- 5.6 None with regard to this monitoring report.

Public Health Implications:

- 5.7 None with regard to this monitoring report.

Corporate / Citywide Implications:

- 5.8 None with regard to this monitoring report.

**6. EVALUATION OF ANY ALTERNATIVE OPTION(S):**

- 6.1 This is a monitoring report rather than one proposing any active decision.

**7. REASONS FOR REPORT RECOMMENDATIONS**

- 7.1 This is a monitoring report and not one requiring a specific decision.

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. Details of implementation in regard to each of the agreed panel recommendations.

### **Documents in Members' Rooms**


None

### **Background Documents**


1. Scrutiny Panel report on Trans Equality (2012)




**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 1 (Jan 2013)	Service Lead	ELT Lead
Public service providers (including those contracted by the council) need to ensure that they have, as far as possible, relevant and up to date information on the number of trans people using their services and what they require of that service.	Clifford Youngman	Catherine Vaughan
<b>Council Response (May 2013)</b>		
<p>The council's equalities monitoring form asks questions about all the legally protected characteristics. In the 'Gender' section the possible responses are 'Male', 'Female' and 'Other – please specify' (with a choice of 'prefer not to say').</p> <p>There is also a question about gender identity, informed by national best practice guidance. The question is: 'Is your gender identity the same as the gender you were assigned at birth?'</p> <p>This form is the standard template which should be used by all services and it is accompanied by guidance which explains the purpose of equalities monitoring, how information is used (and kept anonymous), and what the questions mean.</p> <p>In addition Equality Impact Assessments (EIA) are used to identify (potential) impacts of services, policies and activities on all legally protected groups, including trans people. EIAs consider data and community engagement to identify actions that need to be taken to improve the service to meet needs.</p> <p>The Corporate Procurement team will explore the possibility of including a request for; <i>"relevant and up to date information of the number of trans people using services and what they require of that service"</i>, to be included within Stage 3 pre tender risk assessment document used by the corporate procurement team. This would enable consideration of the needs of the trans community and included in relevant procurement activities.</p> <p>Working with contract officers from across council services, the corporate procurement team will be exploring how equalities monitoring of contracts can be improved to adequately and appropriately ensure data about trans service users is collected and used.</p>		
<p><b>Progress at January 2014 – short commentary by service lead:</b></p> <p>The Stage 3 Pre Tender Assessment now includes the question: "Consider the request for relevant and up to date information of the number of transgender people using the service and what they require of that service". This means that the prompt is now included in corporate guidance for all tenders and each includes the requirement to monitor service use by trans customers. In addition, work is underway with various contract managers throughout the council to improve equalities monitoring</p> <p>This has completed the action on Procurement.</p>	<p><b>Status - (note status indicates progress by January 2015)</b></p> <p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention</p> <p><b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p><b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 2 (Jan 2013)	Service Lead	SLT Lead
<p>There is an obvious need for specific trans awareness training for front line staff both in the council and in partner organisations. The council should take the lead in both providing specific training for its own staff, including senior officers, and encouraging other local agencies to do so.</p>	Glenn Jones	Catherine Vaughan
<b>Council Response (May 2013)</b>		
<p>The Panel made a number of recommendations regarding training for front line and other staff in a range of council services and partner organisations as well as for members. The council's Workforce Development Team will support and co-ordinate training as need is identified. Initially awareness training will be offered, followed by more specific training as needs are identified. The procurement of trans awareness training for housing staff is underway.</p> <p>The training will be used as a pilot and used to determined appropriate next steps for wide organisational provision in light of available funding including training for councillors. The team will also assess what if any training has already been delivered on the subject either by the council or public partners. It will also establish a consultative group to include representatives from equalities, police, community safety, and democratic services to explore joint working and avoid duplication. Future training and development will also be informed by the outcome of the needs assessment.</p>		
<b>Progress at January 2014 – short commentary by service lead:</b>	<b>Status - (note status indicates progress by January 2015)</b>	
<p>Initial training was offered to front line housing staff working directly with trans communities. This was evaluated and rolled out to Adult Social Care staff as well as the staff who will be running the new Trans swimming sessions. At the same time the corporate HR team have been working with ELT to progress resources and strategy for equalities training for the whole organisation. Given resource restrictions this is likely to be an e-learning package which will include a trans awareness module.</p> <p>Despite this progress, the community perceive this recommendation to have not delivered as quickly as they would have liked. This is because they consider that as many staff as possible need to be given high quality training and this is difficult to balance given the resource implications and numerous other priorities for training. We are working on this and will continue to target teams where there is a perceived need and demand matched with available resources.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention  <b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)  <b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 3 (Jan 2013)	Service Lead	SLT Lead
The council should ensure that all Councillors undertake trans awareness training.	Mark Wall	Abraham Ghebre-Ghiorghis
<b>Council Response (May 2013)</b>		
See response to recommendation no.2		
<b>Progress at January 2014 – short commentary by service lead:</b>	<b>Status - (note status indicates progress by January 2015)</b>	
<p>An equalities and diversity training programme has been commissioned for members. The training consists of 4 separate workshops including one on Transgender Awareness. The training was scheduled in early December but has been deferred to March 2014 to enable full attendance. The trans awareness element of the programme will be delivered by LGBT HIP.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention  <b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)  <b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 4 (Jan 2013)	Service Lead	SLT Lead
<p>Given the state of uncertainty around the future commissioning of gender identity services, it is imperative that there is a local Brighton &amp; Hove professional within the Local Area Team (LAT) of the NHS Commissioning Board to ensure the views of the local trans population are fed into those who commission services. This named individual should be experienced in working with the trans community and be given explicit responsibility for ongoing engagement between the LAT and the trans community.</p>	<p>Maria Crowley, Head of Mental Health Commissioning, NHS England.</p>	<p>Tom Scanlon</p>
<p><b>NHS England Response (January 2014) – Note that there has been significant restructure of the NHS since the original recommendation and the NHS Commissioning Board is now NHS England.</b></p>		
<p>The commissioning of gender identity services is complex. There is a patchwork of provision across the country and responsibility for different elements sits with different providers and different commissioners. It is therefore often not possible to nominate one lead contact as this will vary depending on the service, its location and provider. Brighton and Hove falls within the Surrey and Sussex Area Team and the Head of Mental Health Commissioning is responsible for specialised gender identity services in Surrey, Sussex and Kent.</p>		
<p><b>Progress at January 2014 – short commentary by service lead:</b></p>	<p><b>Status – (note status indicates progress by January 2015)</b></p>	
<p>Following the NHS restructure, there are a number of ways in which the trans community are able to feed into the design and delivery of specialist gender identity services as follows:</p> <ul style="list-style-type: none"> <li>• Through the Gender Identity Service - Clinical Reference Group (CRG) – which is national in remit. A local trans rep has applied to join this.</li> <li>• Through patient feedback of commissioned services, (this is made directly to the provider and monitored by the commissioner).</li> <li>• Through Healthwatch, (although this needs further clarification as well as consideration of links to Healthwatch England)</li> </ul> <p>Work to build a bridge between these mechanisms and the local Brighton and Hove trans community will be taken forward in the next phase of the work now that the NHS re-organisation is complete.</p> <p>In addition, we will make links to the West London/Charing Cross facility as this is commissioned by the London Area Team of NHS England but well used by the local trans population.</p> <p>Influencing national priority, process and commissioning from a local perspective is likely to be difficult but the community consider this to be an important ongoing focus.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention  <b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)  <b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>AMBER</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 5 (Jan 2013)	Service Lead	ELT Lead
The NHS Commissioning Board Local Area Team should review current practices on how personal information is gathered and stored and, through the CCG, offer guidance on the correct procedures.	Paul Savage, NHS England	Tom Scanlon
<b>NHS England Response (January 2014) – Note that there has been significant restructure of the NHS since the original recommendation and the NHS Commissioning Board is now NHS England.</b>		
Paul Savage, NHS England will identify relevant lead for this recommendation from within NHS England Surrey and Sussex Area Team however the local CCG will support its implementation through awareness raising and training.		
<b>Progress at January 2014 – short commentary by service lead:</b>	<b>Status – (note status indicates progress by January 2015)</b>	
<p>This recommendation has been difficult to progress given the significant and ongoing restructure of the NHS. New arrangements and protocols have only recently been put in place. As a result Paul Savage, (Specialist Gender Services Commissioner, NHS England), will identify the new and relevant lead for this recommendation from within NHS England Surrey and Sussex Area Team and further work will be undertaken.</p> <p>In the meantime this issue has been raised directly with the local CCG and within the Council through the Information Governance Board. The council's experience will be used to inform best practice approaches with other partners through the City Inclusion Partnership.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention  <b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)  <b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>RED</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 6 (Jan 2013)	Service Lead	ELT Lead
<p>The Clinical Commissioning Group (CCG) needs to mandate a rolling programme of trans awareness training for all CCG and GP practice staff and specifically improve the trans patient experience on the scorecard for GP surgeries. As part of this, the Panel recommend that an action plan must be put in place to ensure that real change occurs.</p>	<p>Ramona Booth, CCG</p>	<p>Tom Scanlon</p>
<p><b>NHS – Brighton and Hove Clinical Commissioning Group Response (May 2013)</b></p>		
<p>The CCG recognises the importance accessible and welcoming general practice plays in the transgender community's experience of care. A half days training event for Excluded Groups which will include a specific focus on the trans community will be delivered as part of the Protected Learning Scheme (PLS) training programme in 2013-2014. This will include all staff within the Surgery, ie: Practice Nurses, GPs and reception staff.</p> <p>The CCG will explore the option for patient feedback on accessibility to be included in the updated balance scorecard of local Surgeries.</p> <p>A Lead Commissioning Manager for Excluded Groups has just been added to the CCG staffing structure. The remit of this post will be to ensure the needs of excluded groups (including a specific focus on the transgender community) are appropriately reflected in the CCG's commissioning plans and to liaise with the Area Team to ensure continuity of pathways.</p>		
<p><b>Progress at January 2014 – short commentary by service lead:</b></p>	<p><b>Status – (note status indicates progress by January 2015)</b></p>	
<p>Initial work exploring the proposal of a protected learning scheme afternoon (for all GPs and their practice staff) was unsuccessful; however agreement has now been achieved to training all GPs seconded to the CCG – a total of 20. This will be delivered by LGBT HIP through a total of 4 trans awareness training sessions – 2 for GPs and 2 for reception staff. Furthermore, HIP will attend the local area team meeting to present on the trans equality work and develop broader awareness amongst professionals and a GP rep has been seconded to the Trans Needs Assessment Steering Group – ensuring detailed GP understanding of the issues facing the community. This rep will cascade this knowledge and has championed the need for further work and training meaning that overall progress is on target.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention  <b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)  <b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	

**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**


Scrutiny Report Recommendation No. 7 (Jan 2013)	Service Lead	ELT Lead
<p>The GP electronic check-in should be changed to remove the need to identify as Male or Female on arrival at the surgery, using alternatively surname and date of birth. In addition, patients should be provided with the option to use a non-gender specific honorific or to decline to provide one on NHS systems.</p>	<p>Ramona Booth (via individual GP Practices)</p>	<p>Tom Scanlon</p>
<p><b>NHS – Brighton and Hove Clinical Commissioning Group Response (January 2014)</b></p>		
<p>Whilst all of the GP practices in the city are members of Brighton and Hove CCG the contractual management of General Practice is the responsibility of the NHS England Local Area Team. The CCG works with members to improve the quality of local services but cannot formally mandate changes.</p>		
<p><b>Progress at January 2014 – short commentary by service lead:</b></p>	<p><b>Status - (note status indicates progress by January 2015)</b></p>	
<p>Whilst this specific recommendation is not within the ability of the CCG to mandate, it will be raised at the training events for GPs for consideration. In addition Paul Savage, NHS England, will identify the relevant GP commissioning lead for Surrey and Sussex as this will enable further support and action.</p> <p>Note: Each GP Practice commissions bespoke IT systems and manages its own approach – it is therefore up to each practice to individually make this change. This could therefore be raised directly through Patient Participation Groups or by patients themselves and/or Healthwatch. It is also worth noting that some practices have already removed this requirement.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention  <b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)  <b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>AMBER</b> </div>	

**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**


Scrutiny Report Recommendation No. 8 (Jan 2013)	Service Lead	ELT Lead
<p>Given the importance of GPs as the first point of contact for trans or gender-questioning people, the Clinical Commissioning Group needs to ensure that all GPs in the city are fully aware of the appropriate care pathways for gender identity services and health needs of trans individuals. As part of this, GPs must ensure all their staff are trans aware and understand their role in supporting patients on the care pathway.</p>	<p>Ramona Booth, CCG</p>	<p>Tom Scanlon</p>
<p><b>NHS – Brighton and Hove Clinical Commissioning Group Response (January 2014)</b></p>		
<p>Whilst all of the GP practices in the city are members of Brighton and Hove CCG the contractual management of General Practice is the responsibility of the NHS England Local Area Team. The CCG works with members to improve the quality of local services but cannot formally mandate changes.</p>		
<p><b>Progress at January 2014 – short commentary by service lead:</b></p>	<p><b>Status - (note status indicates progress by January 2015)</b></p>	
<p>The CCG’s intranet has been updated with links to support services in general including LGBT Switchboard and LGBT HIP and an explanation of the trans care pathway and GP role within this. A bespoke app is being developed for GPs which will help them search for support services by condition/health issue.</p> <p>In January 2014, the CCG agreed to commission LGBT HIP to provide further targetted and clear supporting information to GPs on the trans care pathway – this will be provided as a leaflet but also electronically and on the CCG website. This will also be reproduced for the community so that it can be used at appointments.</p> <p>The pathway will also be covered in the various GP training sessions described in recommendation 6. Critical to this work is to ensure that GPs are aware that (as a result of the new NHS Interim Protocol for Gender Identity Services) they can now send patients directly to a gender identity clinic rather than request a psychiatric assessment first. This should significantly speed up referrals and reduce mental distress.</p> <p>Furthermore, the half day’s training event will contain broader information on the health needs of the community.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention  <b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)  <b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	




**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 9 (Jan 2013)	Service Lead	ELT Lead
Patients and others will need access to information about the gender identity care pathway. The Panel recommend that the Clinical Commissioning Group commissions an online resource and print resource to provide information for patients	Ramona Booth, CCG	Tom Scanlon
<b>NHS Brighton and Hove Clinical Commissioning Group Response (January 2014)</b>		
The CCG recognises the importance of the provision of accurate and easily accessible information to patients and the public. We are continually updating and improving the information available on our website and are current revising and refreshing our engagement and communication strategy in line with best practice.		
<b>Progress at January 2014 – short commentary by service lead:</b>	<b>Status - (note status indicates progress by January 2015)</b>	
As described in Recommendation 8 above, the CCG have commissioned LGBT HIP to provide supporting information to GPs on the trans care pathway – this will be provided as a leaflet but also electronically and on the CCG website. This will also be covered in the various GP training sessions described in recommendation 6. Critical to this work is to ensure that GPs are aware that (as a result of the NHS Interim Protocol for Gender Identity Services) they can now send patients directly to a gender identity clinic rather than request a psychiatric assessment first.	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention</p> <p><b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p><b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No.10 (Jan 2013)	Service Lead	ELT Lead
<p>The Clinical Commissioning Group should set up a feasibility study and pilot to develop a central Brighton practice as a centre for GPs with special interest in gender identity healthcare. This should ensure best practice is developed and meets the needs of patients undergoing gender identity transition.</p>	<p>Ramona Booth, CCG</p>	<p>Tom Scanlon</p>
<p><b>NHS Brighton and Hove Clinical Commissioning Group Response (January 2014)</b></p>		
<p>Whilst all of the GP practices in the city are members of Brighton and Hove CCG the contractual management of General Practice is the responsibility of the Area Team. The CCG works with members to improve the quality of local services but cannot formally mandate changes.</p>		
<p><b>Progress at January 2014 – short commentary by service lead:</b></p>	<p><b>Status - (note status indicates progress by January 2015)</b></p>	
<p>The CCG has discussed the concept of a centre for GPs with special interest in gender identity healthcare. Changes to GP practice boundaries and increased patient choice may make this recommendation difficult to implement. More important is to ensure as many GPs as possible are given basic training and awareness information as in recommendation 6.</p> <p>The CCG therefore does not see this as the way forward currently, but has given the go ahead to the investigation of a Gender Identity Clinic to provide a satellite service to operate from Brighton &amp; Hove (see below) which is seen as a more positive way forward.</p> <p>In addition to the above actions, this recommendation will be discussed with the GP commissioning lead for NHS England Surrey and Sussex.</p> <p>As the community would prefer a ‘specialist GP’ there is work to be done on building understanding and dialogue. Furthermore, it is likely that the community will choose to go to GPs they consider to be ‘trans friendly’ and this will be more possible with the changes to GP registration processes.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention  <b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)  <b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>AMBER</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 11 (Jan 2013)	Service Lead	ELT Lead
<p>The Joint Strategic Needs Assessment (JSNA) should more accurately reflect the needs of trans people, particularly regarding suicide prevention. As part of this, health bodies in the city need to clarify what mental health support there is for people both on the trans care pathway and people who are not on the pathway but need support.</p>	Alistair Hill	Tom Scanlon
<p><b>Council Response (May 2013)</b></p>		
<p>Will be actioned in 2013 JSNA update by September 2013 (subject to approval of Health and Wellbeing Board)</p>		
<p><b>Progress at January 2014 – short commentary by service lead:</b></p>	<p><b>Status - (note status indicates progress by January 2015)</b></p>	
<p>In July 2013, the Health &amp; Wellbeing Board agreed to amend the JSNA to incorporate suicide and information about mental health support for trans individual and in October 2013 the updated JSNA summaries were published.</p> <p>Agreement to a specialist Trans Needs Assessment was also given and this has now started (see recommendation 13). Mental health issues will be included in this.</p> <p>In December 2013 a meeting was held between BHCC, LGBT HIP and Brighton and Hove Clinical Commissioning Group. The CCG and LGBT HIP are now collaborating on the development of a resource for clinicians and patients that will include mental health support. Furthermore, the CCG is also exploring access to the Brighton and Hove Wellbeing Service for trans people.</p> <p>Links:</p> <p>Revised JSNA summary on Gender Identity and Trans People, including evidence on mental health needs available at: <a href="http://www.bhlis.org/resource/view?resourceid=1211">http://www.bhlis.org/resource/view?resourceid=1211</a></p> <p>Need for support for trans people reflected in revised JSNA summary suicide prevention available at: <a href="http://www.bhlis.org/resource/view?resourceid=1268">http://www.bhlis.org/resource/view?resourceid=1268</a></p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention</p> <p><b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p><b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 12 (Jan 2013)	Service Lead	ELT Lead
<p>Given the concerns of the trans community over the lack of local gender identity services, a feasibility exercise should be conducted by the National Commissioning Board LAT and CCG to commission a Gender Identity Clinic to provide a satellite service to operate from Brighton &amp; Hove on a regular basis. This must be informed by consultation with the trans community. In addition, the CCG needs also to show it is being proactive in bringing influence to bear on the NCB to ensure improvements are made in Gender Identity Clinics.</p>	<p>Maria Crowley, Head of Mental Health Commissioning, Sussex,</p>	<p>Tom Scanlon</p>
<p><b>NHS England Response (January 2014) – Note that there has been significant restructure of the NHS since the original recommendation and the NHS Commissioning Board is now NHS England.</b></p>		
<p>As a response to the public sector funding climate, NHS England has been instructed not to approve new service developments at this time and the development of any local facility must be considered alongside this. Furthermore, any local development work must fit with the new gender identity service specification which is currently under production and due for release in April 2014.</p>		
<p><b>Progress at January 2014 – short commentary by service lead:</b></p>	<p><b>Status - (note status indicates progress by January 2015)</b></p>	
<p>As with the other NHS England recommendations, this area of work has been subject to delay due to the re-organisation of the NHS. However, in October 2013, the CCG lead received approval from the CCG Clinical Services Group (CSG) to begin looking at the feasibility of this.</p> <p>Responsibility for commissioning specialist gender services sits with NHS England - Surrey and Sussex team. In January 2014, a constructive meeting was held with the team to begin to understand the feasibility of this recommendation. As a first step they will request relevant data sets in order to establish baseline demand from patients and we hope that longer term, the needs assessment will help to provide a broader picture of needs and demand.</p> <p>As a priority issue for the community there will be a continued focus on this recommendation. Trans reps are attending the meetings with NHS England in order that relationships and trust can be developed together with an understanding of the possibilities and difficulty realities of taking forward a local service.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention  <b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)  <b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>AMBER</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 13 (Jan 2013)	Service Lead	ELT Lead
<p>The Panel welcome the Clinical Commissioning Group's commitment to work with the council on commissioning a trans needs assessment for the city. The Panel recommend that as a matter of some urgency a needs assessment needs to be undertaken to identify the size of the trans community and its needs. Trans people must be involved at every stage of this process from design, commissioning, implementation, analysis, reporting and influencing in order to inspire the trust of the trans community. The current public health Joint Strategic Needs Assessment (JSNA) must be updated to reflect this information.</p>	Alistair Hill	Tom Scanlon
<b>Council Response (May 2013)</b>		
<p>Initial scoping to be considered at City Wide Needs Assessment Steering Group in May 2013. To be informed in advance by NHS CCG, BHCC public health, housing, leisure, employment, social care, equalities team, community safety, CYP services, LGBT Health &amp; Inclusion Project. Scoping will include consideration of further community involvement.</p>		
<b>Progress at January 2014 – short commentary by service lead:</b>	<b>Status - (note status indicates progress by January 2015)</b>	
<p>In July 2013 the Health &amp; Wellbeing Board agreed to resource (through public health staff time) production of a Trans needs assessment in a two stage process – firstly a literature review and secondly stakeholder and community consultation.</p> <p>In order to take this forward, a Needs Assessment Steering Group was created by bringing together key public sector partners and trans reps. The group is co-chaired by a trans community rep in order that the community have some ownership over the process.</p> <p>As at January 2014, 2 steering groups have taken place and a 3<sup>rd</sup> is scheduled for March 2014. The group signed off a project plan in December 2013 and work is well underway. The group envisage that a few draft of the needs assessment will be available by July 2014.</p> <p>Overall this is considered as a very positive and productive piece of work that will really help inform the future strategy for trans equality in the city.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention  <b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)  <b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 14 (Jan 2013)	Service Lead	ELT Lead
The Panel recommend that the public health team take action to identify the health status of the trans population, and put in place a robust plan for reducing any health inequalities for trans people in the city. As part of this the Joint Strategic Needs Assessment (JSNA) needs to be updated to address the health inequalities noted in this report	Alistair Hill	Tom Scanlon
<b>Council Response (May 2013)</b>		
Health inequalities to be included in scope of Trans Needs Assessment (recommendation 13). Health inequalities to be included in scope of recommendation City Wide Trans Strategy (Recommendation 32).		
<b>Progress at January 2014 – short commentary by service lead:</b>	<b>Status - (note status indicates progress by January 2015)</b>	
Health inequalities will be included in the scope of the Trans Needs Assessment as described in Action No 13. above.	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention</p> <p><b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p><b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	

**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**


Scrutiny Report Recommendation No. 15 (Jan 2013)	Service Lead	ELT Lead
<p>During the upcoming revision of housing strategies (homelessness, LGBT housing) the views of the trans community should be actively sought. Specifically, the Housing Options service should be reviewed to ensure that it is widely known about and used by trans people in housing need. A programme of outreach to the trans community to publicise the assistance available from the housing department should be undertaken</p>	James Crane	Geoff Raw
<b>Council Response (May 2013)</b>		
<p>In accordance with housing consultation and diversity policies it will be actively seeking the views of the trans community in relation to housing policy development and very much welcome information and evidence on detailed housing needs and requirements to help inform consultation and outreach work. Resourcing a specific options outreach service will be explored.</p>		
<b>Progress at January 2014 – short commentary by service lead:</b>	<b>Status - (note status indicates progress by January 2015)</b>	
<p>A review of the LGBT housing options service is planned for April 2014 but the refresh of the homelessness strategy is underway and has included targeted consultation with trans communities.</p> <p>In July 2013, housing managers discussed the current outreach approach and possible ways of improving/maximising impact of service – one of the actions arising from this was the amendment and improvement of the harassment and legal eviction information provided to trans individuals.</p> <p>Recently, discussions amongst third sector LGBT organisations, community representatives and the council’s housing teams have revealed some misunderstandings in the nature, remit and scope of the LGBT Housing Options service. These will be addressed through joint meetings, briefings and surveys with the aim of closing the gap in understanding and improving partnership work on referrals – including those made to generic services.</p> <p>In addition to the above actions, some of the front line homelessness officers have attended trans awareness sessions.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention  <b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)  <b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>AMBER</b> </div>	

**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**


Scrutiny Report Recommendation No. 16 (Jan 2013)	Service Lead	ELT Lead
The Housing department should also commence a programme of awareness raising about the legal protections for trans people in housing provision and promote good practice within social and private landlords	James Crane	Geoff Raw
<b>Council Response (May 2013)</b>		
<p>See recommendation no. 2</p> <p>Housing will incorporate the housing needs, issues and legal protections concerning the trans community into its learning and development programme for managers and staff drawing on available statistical evidence, results of consultation and outreach work to better understand the current housing requirements of communities of interest.</p>		
<b>Progress at January 2014 – short commentary by service lead:</b>	<b>Status - (note status indicates progress by January 2015)</b>	
<p>Trans awareness training for housing staff was provided in July 2013 and the staff evaluation was very positive.</p> <p>As per recommendation 15 above, recent discussions amongst housing managers have led to improvements in legal protection information and this will be promoted through the joint work described. The primary focus will be on empowering the trans community at the same time as distributing information about trans awareness and rights to landlords and letting agents.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention  <b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)  <b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>AMBER</b> </div>	



**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 17 (Jan 2013)	Service Lead	ELT Lead
Further work should be undertaken to address the transphobia and discrimination faced by older trans people such as in accessing adult social care services, supported housing and care homes (for example, personal care). As part of this, training on trans awareness and the needs of older trans people needs to be put in place for care homes and sheltered housing providers contracting with the council	Peter Huntbach and Martin Farrelly	Geoff Raw and Denise D'Souza
<b>Council Response (May 2013)</b>		
<p>See response to recommendation no.2</p> <p>Housing will raise awareness and challenge potentially discriminatory practices and behaviours toward transgender people in its learning and development and personal development plans. It will seek to pay particular attention to service areas where transgender discrimination could potentially arise.</p> <p>In regards to adult social care provision transphobia is addressed through the Personalisation agenda. Care is person centred and tailored to individual need. Celebration of diversity is key to service provision and integral within commissioned services. The outcomes of the scrutiny panel report have been shared within the Commissioning Support Unit and will inform the care governance arrangements of care services to ensure a focus on these issues.</p>		
<b>Progress at January 2014 – short commentary by service lead:</b>	<b>Status - (note status indicates progress by January 2015)</b>	
<p>Sheltered housing staff providing front line services to older trans customers also took part in the housing led trans awareness training pilot. As a result of this the team produced new and specific information for LGBT communities about sheltered housing and developed a new transgender policy. This was circulated to staff through bulletins and team meetings.</p> <p>Trans Awareness training for selected adult social care managers and staff has been arranged for July 2014. The staff will be drawn from assessment, provider and commissioning teams to ensure a spread of knowledge. Nominees have been selected to make maximum impact of learning as they will be tasked with feeding back to the rest of their teams. Feedback will be gathered for a re-commission /roll out to more staff as required and work towards a Mx category on Carefirst has started.</p> <p>There is an understanding that further work needs to be done to take forward the broadest impact of this recommendation. The issues around personal care, supported housing and sheltered accommodation can be difficult to extract and remain hidden given the small numbers of trans people using these services and the commissioning of much of this provision. However there will be some detailed focus on this at the next Trans Equality Working Group.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention</p> <p><b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p><b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 18 (Jan 2013)	Service Lead	ELT Lead
<p>The robust recording of police and community safety data on trans-related crimes and incidents should be developed and used to inform preventative measures. Further work needs to be undertaken to encourage reporting of hate crime. Building on existing relationships, an action plan needs to be put in place by the community safety team in conjunction with Sussex Police to address low levels of hate crime reporting including trans related incidents.</p>	Linda Beanlands	Tom Scanlon
<b>Council Response (May 2013)</b>		
<p>Police and Casework Team to be requested to develop systems which identify recorded crimes and incidents reported by those who are transgender. That data and information to be managed in such a way that it can be used to inform the quarterly and annual performance monitoring reports which are provided to the Safe In the City Partnership. The Casework Team, together with the police hate crime community engagement officers, has already taken action aimed at increasing trust and confidence and reporting of transphobic crimes and incidents. That work to be sustained and its effectiveness regularly reviewed together with information on reporting levels and performance against agreed indicators.</p>		
<b>Progress at January 2014 – short commentary by service lead:</b>	<b>Status - (note status indicates progress by January 2015)</b>	
<p>Sussex Police and the council’s casework team now record all trans incidents, crimes and cases and significant improvements have been made to all systems with regard to monitoring. A snapshot of progress is detailed below:</p> <p>Trans incidents and casework is reported in both the Community Safety Partnership quarterly report and the quarterly case report. The casework team is promoted to the trans community and organisations supporting the Trans community by the LGBT caseworker.</p> <p>The casework team has also had direct contact with all identified trans groups to inform them of the service.</p> <p>The LGBT officer works in the casework team and briefs and supports caseworkers ( and the wider partnership team) on trans issues as necessary</p> <p>The LGBT coordinator and Hate Crime Team work with trans groups to develop capacity and support community events and actions. Work continues within the trans communities both in the city and in Sussex to encourage reporting. Front line surgeries and direct engagements with the various trans Groups in Sussex have taken place including officer presence at trans events. Hate Crime officers from the community safety team and Sussex Police attended and supported Trans Pride.</p> <p>Furthermore, the Team has attended the Hate Crime Vigil, Transgendered Day of Remembrance and other events to build relationships and trust.</p> <p>On -line reporting has been developed via the Police Social media sites and direct drop in sessions with front line staff.</p> <p>The new Community Safety Website now hosts specific Transphobic reporting avenues and Transgender support and related information. Third party reporting has been encouraged through direct meetings &amp; training with Trans groups in the city and officer attendance at support groups.</p> <p>The Casework team now offer support to Transgendered victims and/or perpetrators of ASB &amp; Hate incidents and work closely with housing providers to ensure appropriate outcomes are reached for all LGB&amp; T victims.</p> <p>Regular reporting of Hate Crime statistics from the PCST undertaken to the BHCC LGBT Safety Forum, work progresses</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention</p> <p><b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p><b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 18 (Jan 2013)	Service Lead	ELT Lead
<p>with the Safety Forum to develop a community agreed performance indicator regarding all LGB&amp;T hate crime. Work with younger Trans people and Trans people living in Sussex but working or socialising in the City has been developed through contacts with Sussex wide Trans supports groups, online outreach and work with Victim Support who have developed an LGB&amp;T casework team to support victims in West Sussex</p> <p>As a result of these actions, there have been improvements in the recording of transphobic incidents and crimes reported to Sussex Police. The data is now being shared with the Safe in the City Partnership on a quarterly basis as follows:</p> <ul style="list-style-type: none"> <li>• There were 3 transphobic incidents and crimes recorded by the police in 2012/13 and there have been 14 recorded in the first 9 months of 2013/14.</li> <li>• There were 2 transphobic incidents reported via the duty system to the Community Safety Casework Team between May 2012 and March 2013 and 2 in the first 9 months of 2013/14. Two out of the four reported incidents to date became cases for the Team. In addition, the Community Safety Casework Team also now records information related to protected characteristics, including gender identity, for those people who contact the duty service in respect of a hate incident.”</li> </ul> <p>All of this work has been extremely well received by the community who feel that the response from the council and Sussex Police has been excellent.</p>		


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 19 (Jan 2013)	Service Lead	ELT Lead
The Panel recommend that Sussex Police provide trans awareness training for its staff, in conjunction with the community safety team.	Linda Beanlands	Tom Scanlon
<b>Council Response (May 2013)</b>		
The integrated community safety Delivery Unit and Neighbourhood Policing Teams to undertake transgender awareness training, linking in with activity of the workforce development team (see recommendation no.2). Discussions to take place with Sussex Police about the inclusion of transgender awareness within the comprehensive training plans for police officers.		
<b>Progress at January 2014 – short commentary by service lead:</b>	<b>Status - (note status indicates progress by January 2015)</b>	
<p>Specific stand alone trans awareness training is unlikely to take place in the immediate future due to constraints and pressures on police training resources. However the inclusion of specific trans awareness training is being discussed at force level and both the police and relevant council teams, including the casework team, have recently had briefing and training on adopting the risk and harm based approach when dealing with ASB and hate incidents. This includes dealing with trans victims of ASB or hate incidents.</p> <p>In addition, Sussex Police have an identified post that leads on trans and hate incident awareness. Officers dealing with such incidents and cases get advice and support from that post holder.</p> <p>In the council the casework team is supported by an LGBT co-ordinator post who is part of the team. That post holder provides advice, support and signposting to relevant trans groups and caseworkers.</p> <p>In January 2014, the integrated Community Safety Delivery Unit and Neighbourhood Policing Teams developed two video training aids to address issues of working with the Trans communities. One video is about trans awareness generally whilst the other focuses on legal issues for trans communities which can be used by any team or manager working with trans individuals – for example the Family Intervention Project currently has transgendered clients so this has been offered to workers there. Furthermore the videos have transferability across the council so this will be discussed with corporate HR.</p> <p>The training has been developed in conjunction with the local and wider Sussex trans communities in order that it adequately reflects their concerns.</p> <p>Other work includes:</p> <ul style="list-style-type: none"> <li>• Developed a new hate and ASB risk assessment form which is now used, county wide, for all hate crime incidents. This is incorporated onto the new crime recording system.</li> <li>• The establishment of a trans external reference group to take soundings from and feedback to the community. One of the main aims of this is to build trust and confidence in the police and increase incident reporting.</li> <li>• A continued focus on looking for innovative ways to engage with the community, such as through social media.</li> </ul>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention</p> <p><b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p><b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 20 (Jan 2013)	Service Lead	ELT Lead
<p>The council must continue to actively support the work of the Standards and Achievement Team and Allsorts to provide guidance and support to trans children and young people. As part of this, the resources given to this work should reflect the demands on the service. In addition, specific trans awareness training should be provided in schools, as well to general LGBT training.</p>	Sam Beal	Pinaki Ghoshal
<b>Council Response (May 2013)</b>		
<p>Standards and Achievement Team and Allsorts are in the process of developing a Trans Toolkit for Schools which is being consulted on and will be launched in the Summer term. Building capacity within schools delivers a sustainable approach to on going trans awareness in schools. This is supported by bespoke support for individual schools as requested and from ongoing work of Allsorts, for example, Allsorts provide support to secondary age trans students and to parents and carers of primary and secondary age trans children and young people, joint delivery of teacher training in one school and a pilot workshop for Year 10 students on gender identity / trans at Varndean.</p>		
<p>Allsorts have been awarded a three year strategic discretionary grant – £22,000 per annum 2013-2016.</p>		
<b>Progress at January 2014 – short commentary by service lead:</b>	<b>Status - (note status indicates progress by January 2015)</b>	
<p>There has been very good progress with regard to this recommendation and key highlights are extracted below:</p> <p>The Trans* Inclusion Schools Toolkit was launched on the 4<sup>th</sup> July and has also been posted on a schools bulletin with a training offer. This toolkit has been positively received by schools and has considerable interest nationally.</p> <p>Lesson plans are being developed to support children to understand about trans* identities</p> <p>In addition to the schools bulletin pdf of the Trans* Inclusion Schools Toolkit has been disseminated to PSHE co-ordinators, Special Educational Needs and Inclusions Co-ordinators, Engagement Providers, FE Colleges and independent schools</p> <p>Schools with out trans* pupils are being targeted for training; 1 whole staff school-based training has been delivered since September 2013</p> <p>A central training on supporting trans* children and young people and combating transphobia was delivered in anti-bullying week and attended by 10 people – a mix of school and youth service staff</p> <p>Learning related to trans* awareness is on the PSHE Education Programme of Study which will be launched in February 2014.</p> <p>The Relationships and Sex Education curriculum frameworks for Primary and Secondary Schools also include outcomes related to gender identity and trans awareness. Lesson plans are being developed in partnership with Allsorts and Allsorts Young People to support children to understand about trans* identities</p> <p>The Safe and Well School Survey has been amended to include a gender identity monitoring question for key stages 3 and 4 (11-16s) the data from this survey will be available in March 2014</p> <p>Training is being delivered to schools on identifying, challenging and recording bullying and prejudiced based incidents by type (including transphobia). Schools return bullying data related to gender identity. September 2012-July2013 43 incidents of bullying to do with gender identity were reported.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention</p> <p><b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p><b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 21 (Jan 2013)	Service Lead	ELT Lead
<p>The Panel welcomes the commitment from the sports facilities team that they will engage with the trans community. The Panel recommends that trans individuals are consulted in future facilities planning, and are also consulted and involved in helping to develop trans safe and trans only exercise sessions.</p>	Toby Kingsbury	Paula Murray
<p><b>Council Response (May 2013)</b></p>		
<p>Sports Facilities are exploring in conjunction with The Clare Project the establishment of a transgender swimming session at St Luke’s Swimming Pool. This would be similar to the successful women only sessions established at St Luke’s for the Muslim community.</p> <p>Signage on new or refurbished changing rooms and toilets is being reviewed and Sports Facilities are developing on-going consultation with representatives of the transgender community to ensure the most appropriate wording / symbols for this signage. In the longer term the needs of the transgender community will be considered as part of any specification for new-build facilities – for example the redevelopment of the King Alfred Leisure Centre which is a current live project.</p>		
<p><b>Progress at January 2014 – short commentary by service lead:</b></p>	<p><b>Status - (note status indicates progress by January 2015)</b></p>	
<p>Very positive progress has been made with regard to this recommendation and the council recently launched its first trans inclusive swimming sessions which will start on 7<sup>th</sup> February 2014.</p> <p>The sessions were developed in consultation with the community following support from LGBT HIP and will start with a 10-week pilot scheme at St Luke’s Swimming Pool. This will initially be offered at a subsidised rate of £2.55 to encourage participation.</p> <p>In addition, trans awareness training has been booked for St Luke’s staff and the new sessions have been promoted through trans networks</p> <p>Regarding changing facilities (see Recommendation no.23) recent refurbishments have seen privacy cubicles installed in changing rooms and showers at Withdean Sports Complex and showers at Prince Regent Swimming Complex.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention  <b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)  <b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	

**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**


Scrutiny Report Recommendation No. 22 (Jan 2013)	Service Lead	ELT Lead
<p>There should be provision for accessible and gender neutral toilets in all areas. The council should take the first step, with consultation with trans individuals, to ensure gender neutral and accessible toilets are available in public buildings. Where appropriate, this process should involve consultation with other groups affected such as disabled people who may have a view about widening access to toilet facilities designated as accessible for disabled people.</p>	<p>Angela Dymott and Jenny Cooke</p>	<p>Catherine Vaughan and Geoff Raw</p>
<p><b>Council Response (May 2013)</b></p>		
<p>Property and Design, in consultation with disability groups and the trans community will explore the possibility of existing accessible toilets in council public buildings being used as an inclusive facility for all.</p> <p>Cityclean has been promoting inclusive public toilet provision in response to an Equality Impact Assessment on toilet provision in 2012 and in line with the Equality Act. Cityclean tries to make new public toilets fully accessible wherever space allows. The new designs tend to be single use cubicles and are larger than standard units to cater for accessibility. You enter directly from street level so that users are clearly visible and misuse and anti-social behaviour is reduced. Where possible the service works with developers (large tourist developments) to advise on provision and would recommend the same design, recently working successful with i360 developers. The service also has a toilet user group and will be contacting LGBT HIP to explore how the Trans voice can be represented.</p>		
<p><b>Progress at January 2014 – short commentary by service lead:</b></p>	<p><b>Status - (note status indicates progress by January 2015)</b></p>	
<p>This recommendation is being progressed as and when new facilities are built or existing refurbished. Some examples of this work include:</p> <p>Recent refurbishments have seen privacy cubicles installed in changing rooms and showers at Withdean Sports Complex and showers at Prince Regent Swimming Complex.</p> <p>The rolling programme of access improvements to public buildings includes the provision of accessible WCs where none existed previously (or the upgrade of existing accessible provision to meet current standards).</p> <p>The new accessible WCs installed are always gender neutral, and we avoid RADAR key systems wherever possible to ensure the accessible provision is as inclusive as possible. A gender neutral accessible WC is currently being installed within Rottingdean Grange for the use of all visitors to the library and museum and will also be made available to passers-by.</p> <p>There is currently no demand for a focus group on accessible toilets from the trans community, however LGBT HIP are able to facilitate potential consultations where specifics require.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention</p> <p><b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p><b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	

**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**


Scrutiny Report Recommendation No. 23 (Jan 2013)	Service Lead	ELT Lead
Individual changing rooms should be available in all leisure buildings and the council should actively encourage other organisations to provide changing rooms that are appropriate for all users, whatever their gender identity.	Toby Kingsbury	Paula Murray
<b>Council Response (May 2013)</b>		
See recommendation no. 21		
<b>Progress at January 2014 – short commentary by service lead:</b>	<b>Status - (note status indicates progress by January 2015)</b>	
<p>Update at July 2013: As action no. 21</p> <p>Update at October 2013: As action no. 21</p> <p>Update at January 2014: As action no. 21</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention</p> <p><b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p><b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	




**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 24 (Jan 2013)	Service Lead	ELT Lead
<p>The council's Trans Toolkit is due to be revised. The Panel recommends that the council take advice from experts in trans awareness to ensure the toolkit is fit for purpose. This new Toolkit should then be proactively publicised and promoted to all staff within the council. Managers should be offered training on its use. In addition, guidance should be given for council staff on what to do when a person changes their name and gender marker following a gender transition.</p>	Liz Boswell	Catherine Vaughan
<b>Council Response (May 2013)</b>		
<p>HR has already started reviewing the Transgender Toolkit and will have regard to the recommendations made by the Scrutiny Panel whilst carrying out that exercise and when re-launching the revised toolkit.</p>		
<b>Progress at January 2014 – short commentary by service lead:</b>	<b>Status - (note status indicates progress by January 2015)</b>	
<p>As per recommendation, the Trans Toolkit is being reviewed and will be re-launch later in the year. HR are looking at how to co-ordinate launch of toolkit with a training offer for Managers.</p> <p>The following illustrates the timeline for revision:</p> <ul style="list-style-type: none"> <li>Revised draft of toolkit to be completed by January 2014</li> <li>Consultation on the refreshed toolkit to be completed by end of March 2014</li> <li>Agreement to LGBT Staff Forum review of new Toolkit.</li> <li>Agreement from LGBT HIP to 'peer review' the new Trans Toolkit as part of the consultation in March 2014.</li> <li>Toolkit to be re-launched in April 2014 in line with Year 1 Workforce Equality Action Plan</li> </ul>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention</p> <p><b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p><b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 25 (Jan 2013)	Service Lead	ELT Lead
<p>B&amp;HCC Human Resources, in partnership with the LGBT Workers' Forum and the Communities and Equalities Team, need to reach out to trans employees to listen to their experiences of working for the council and to make changes accordingly. The B&amp;HCC LGBT Worker' Forum is to be congratulated on their activities on trans inclusion. The Forum must continue to be supported and resourced to develop its work on this.</p>	<p>Liz Boswell/Emma McDermott/LGBT Workers Forum (Note that Andy Staniford is now Head of Communities, Equality and Third Sector to cover Emma's maternity leave).</p>	<p>Catherine Vaughan/Paula Murray</p>
<p><b>Council Response (May 2013)</b></p>		
<p>The LGBT workers forum has prioritised Trans engagement work and support for a number of years, having played a pivotal role in the instigation of the Trans Equality Scrutiny and will continue to do so. The forum continues to receive an annual budget and support from the communities and equality team to deliver its annual business plan, currently being worked on. Reaching out to trans employees has also been discussed at the workforce equalities group attended by representatives from all the workers forums, HR and communities and equality team.</p>		
<p><b>Progress at January 2014 – short commentary by service lead:</b></p>	<p><b>Status - (note status indicates progress by January 2015)</b></p>	
<p>The LGBT Staff Forum continues to receive both budget and staff support from the Communities and Equality Team and retains a strong focus on trans staff engagement including a specific trans history event at the library as part of LGBT history month in February. The group undertook consultation with LGBT staff in order to understand what types of activities would encourage more people to be involved and this is being used to create a new work programme.</p> <p>The corporate HR Team are working on including trans awareness as part of the new equalities e-learning package for staff, at the same time as putting together bespoke courses for Housing, Adult Social Care and Leisure Staff – all of which are being evaluated for future provision. At the same time member training has been developed and is due to run in March 2014.</p> <p>Furthermore HR will revise its employment pages to increase the emphasis on BHCC as a trans inclusive employer and the team will continue to work with the Forum to engage with trans staff.</p> <p>Given the small numbers of trans staff in the council and sensitive issues such as confidentiality this remains a difficult area of work, however both the forum and HR are committed to ongoing focus.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention  <b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)  <b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 26 (Jan 2013)	Service Lead	ELT Lead
The particular impacts on trans people of the government welfare reform agenda must be taken into account. As part of this, the specific vulnerabilities of trans people as recipients of welfare benefits should be explicitly acknowledged in the council's strategy on financial inclusion.	Richard Tuset	Paula Murray
<b>Council Response (May 2013)</b>		
The Council's new Financial Inclusion Strategy has recently been adopted. The specific needs of the trans community were considered as part of the needs and equality impact assessments and will be included in all elements of commissioning and delivery going forward. In particular advice providers have been asked to undertake service monitoring of trans clients and to undertake LGBT awareness training in relation to this. The new Community Banking Partnership commission will also include these actions.		
<b>Progress at January 2014 – short commentary by service lead:</b>	<b>Status - (note status indicates progress by January 2015)</b>	
The provision of trans inclusive advice services has been built into the Financial Inclusion Strategy and the tender for the Community Banking Partnership. The successful providers will be offered trans awareness training and asked to undertake some quick consultation on financial exclusion in trans communities in partnership with the Trans Alliance and other trans support groups in the city. Furthermore, the city's LGBT third sector organisations have been offered welfare reform training and this offer will be made again through the new Community Banking Partnership in Autumn 2014.	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention</p> <p><b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p><b>Green</b> – On or above target</p> <div style="text-align: right;">  <p><b>GREEN</b></p> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 27 (Jan 2013)	Service Lead	ELT Lead
When appointed, the Council's Trans Champion (see recommendation 36) should contact local high street banks, building societies and East Sussex Credit Union to encourage sharing best practice regarding staff training/awareness and bank records procedures for trans customers.	Richard Tuset	Paula Murray
<b>Council Response (May 2013)</b>		
The Council has recently adopted a new financial inclusion strategy which includes actions around working with high street banks. With this in mind it is proposed that the work on trans inclusion be added to this process.		
<b>Progress at January 2014 – short commentary by service lead:</b>	<b>Status - (note status indicates progress by January 2015)</b>	
The council has now established a basic banking forum and is working on a Basic Banking Charter with local banks which will include a commitment to best practice in working with trans customers. As the council's relationship with the banks is new and developing, progress on this has necessarily been slower but it remains on the agenda for partnership discussion.	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention</p> <p><b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p><b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>AMBER</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 28 (Jan 2013)	Service Lead	ELT Lead
<p>All public bodies (including NHS bodies and schools) should publish an annual statement on what they have done to meet their public sector equality duty in respect of trans people.</p>	<p>Emma McDermott (Note that Andy Staniford is now Head of Communities, Equality and Third Sector to cover Emma's maternity leave).</p>	<p>Paula Murray</p>
<p><b>Council Response (May 2013)</b></p>		
<p>The council is incorporating the agreed recommendations of the Trans Equality Scrutiny into the Equality and Inclusion Policy Action Plan. This is updated with input from statutory sector partners and publicly reported every six months, and progress is reported to Overview and Scrutiny annually.</p> <p>The City Inclusion Partnership (an equality and inclusion forum for all the city's statutory organisations) has a focus in 2013 on identifying recommendations in the Scrutiny which would benefit from a citywide approach and on working together to implement the actions and share best practice. Statutory sector partners on the City Inclusion Partnership are included in this process.</p>		
<p><b>Progress at January 2014 – short commentary by service lead:</b></p>	<p><b>Status - (note status indicates progress by January 2015)</b></p>	
<p>The council considers that the corporate Equality and Inclusion Policy Action Plan provides a suitable annual statement as described by the recommendation. The Action Plan is developed and monitored by the council's communities and equality team who report on progress through third sector engagement events. Key highlights include:</p> <p>School compliance with the Public Sector Duty of the Equality Act is being monitored; currently 80% of schools are compliant.</p> <p>Actions within the council's Equality and Inclusion Policy Action Plan are being reviewed by all services within directorates, two years after the Policy was first launched. An action is being included which will enable us to report at the April/May event against all actions undertaken following the Trans Equality recommendations.</p> <p>The sub-group of the City Inclusion Partnership met in September 2013. Members agreed the Terms of reference for the group and the scope of its work, identified potential gaps in membership and received updates about the other work going on in relation to Trans Equality. The next meeting will be held in February 2014.</p> <p>Whilst the community are appreciative and receptive of this work, they feel that a separate, clear and easily accessible statement specific to work with trans communities needs to be produced. This will be discussed and explored as part of the next stage of the work.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention</p> <p><b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p><b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 29 (Jan 2013)	Service Lead	ELT Lead
<p>City-wide there needs to be wider recognition of non-binary gender. Further discussion should be undertaken with the trans community to ensure that all monitoring is sensitive, appropriate and properly implemented. Furthermore, the results of this monitoring, appropriately anonymised, should be made publicly available on an annual basis.</p>	<p>Emma McDermott (Note that Andy Staniford is now Head of Communities, Equality and Third Sector to cover Emma's maternity leave).</p>	<p>Paula Murray</p>
<p><b>Council Response (May 2013)</b></p>		
<p>As in response to recommendation no.1 the council's equality monitoring form recognises non-binary gender identity and allows people to define their own identity. The questions and guidance for the form are based on guidance from Trans organisations. Guidance for staff on how to ask the questions appropriately and sensitively has also been produced.</p> <p>The council's HR team is updating its monitoring categories to reflect the corporate template and will use this to collect data. Monitoring data on staff is reported annually, and figures for Trans staff will be separated, where this does not risk identifying individuals.</p> <p>Equality information on service-users is also collected using the council form and this data is reported via the council's Equality Impact Assessment process. Summaries of these are published on the council's website as EIAs are completed and copies of the full EIAs are available on request.</p>		
<p><b>Progress at January 2014 – short commentary by service lead:</b></p>	<p><b>Status - (note status indicates progress by January 2015)</b></p>	
<p>There have been a number of developments in response to this recommendation in order to recognise non binary identity and improve monitoring to capture this:</p> <p>Guidance has been provided through the council's corporate Equality Steering Group and the Directorate Equality Groups on the use of this form and it continues to be used by council teams and services.</p> <p>Equality Impact Assessments retain a specific focus on Gender Reassignment as one of the characteristics protected within the Equality Act 2010 and a broad definition of 'Trans' is encouraged for staff completing this process.</p> <p>BHCC HR team has updated its monitoring categories to reflect the corporate template.</p> <p>Equality Impact Assessment training is being provided across the council, with clear explanations on how to gather data to inform service assessments, including equality monitoring.</p> <p>Work is ongoing to ensure that equality monitoring is used appropriately in all community engagement, to evidence the range of engagement and to identify trends in responses.</p> <p>Further the Council's Information Governance Manager will support the requirement to use consistent and corporate equalities monitoring through corporate broadcasts/protocols.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention</p> <p><b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p><b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	

**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**


Scrutiny Report Recommendation No. 30 (Jan 2013)	Service Lead	ELT Lead
<p>The importance of an on-going mechanism for consultation and engagement with trans people in the city should be recognised by the council. The Panel recommend that this should be funded accordingly</p>	<p>Emma Mcdermott (Note that Andy Staniford is now Head of Communities, Equality and Third Sector to cover Emma's maternity leave).</p>	<p>Paula Murray</p>
<p><b>Council Response (May 2013)</b></p>		
<p>The council is funding the LGBT Health and Inclusion Project for a further year (2013-14) in recognition of the excellent engagement and consultation it has delivered. The project is jointly funded by the council and clinical commissioning group, both of which will work with the project in 2013/14 to secure its sustainability.</p>		
<p><b>Progress at January 2014 – short commentary by service lead:</b></p>	<p><b>Status - (note status indicates progress by January 2015)</b></p>	
<p>LGBT HIP has been contracted until 30<sup>th</sup> June 2014 to facilitate engagement with the Trans (and LBG) community in the city. The new Communities and Third Sector Prospectus has highlighted the need for LGBT as a priority in terms of the commissioning of Infrastructure Support, Community Engagement and Community Development. The bids will be appraised to look at how the city's trans community groups will be enabled to have an active voice in decision making and new services will be in place by Autumn 2014.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention  <b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)  <b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	

**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**


Scrutiny Report Recommendation No. 31 (Jan 2013)	Service Lead	ELT Lead
<p>Infrastructure services and the Transforming Local Infrastructure (TLI) project should continue to consider how to engage the city's trans community groups to ensure they have an active voice in decision making.</p>	<p>Emma McDermott (Note that Andy Staniford is now Head of Communities, Equality and Third Sector to cover Emma's maternity leave).</p>	<p>Paula Murray</p>
<p><b>Council Response (May 2013)</b></p>		
<p>This recommendation has been fed back to the four voluntary organisations leading and delivering the new TLI project (funded by the Big Lottery) and as a member of the strategic working group advising the project the communities and equality team has championed the need for the new organisation to explicitly explain how it will support equalities groups, including Trans groups, in the city. At time of writing the final paper on the services to be delivered by the TLI had not been released to the council by the project.</p> <p>The need to support Trans community groups has been explicitly included in the Community and Voluntary Sector Forum's contract for 2013/14 in readiness for its change into the new TLI organisation.</p>		
<p><b>Progress at January 2014 – short commentary by service lead:</b></p>	<p><b>Status - (note status indicates progress by January 2015)</b></p>	
<p>The Transforming Local Infrastructure (TLI) project met with LGBT HIP to discuss support needs of LGBT community and voluntary groups and organisations as part of its business planning. TLI has now finished and a new body – Community Works has been created through its recommendations.</p> <p>In addition, LGBT HIP facilitated an LGBT third sector meeting to examine the development needs of LGB and T groups. The needs of smaller trans groups were considered as part of this. A full report was produced and recommendations made to the Council and Community Works (the new CVSF).</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention  <b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)  <b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	




**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 32 (Jan 2013)	Service Lead	ELT Lead
Following the needs assessment (see recommendation 13) a city wide trans equalities strategy should be developed by the council and partner organisations with the full engagement and participation of trans individuals and support groups. This should include an action plan with clear leads and responsibilities. This should be led by the council's Trans Champion.	Emma McDermott (Note that Andy Staniford is now Head of Communities, Equality and Third Sector to cover Emma's maternity leave).	Paula Murray
<b>Council Response (May 2013)</b>		
Using the outcomes and recommendations from the needs assessment discussion will be had with the Trans community and public sector organisations about outcomes and recommendations that could appropriately be mainstreamed into existing strategies and the focus required for a specific Trans Strategy.		
<b>Progress at January 2014 – short commentary by service lead:</b>	<b>Status - (note status indicates progress by January 2015)</b>	
A decision regarding the need for a specific Trans Equality Strategy will be made following the final report and recommendations of the Trans Needs Assessment.	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention</p> <p><b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p><b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No.33 (Jan 2013)	Service Lead	ELT Lead
Any activity commissioned or supported by the council in relation to LGBT activities, and in particular Pride, needs to mandate trans inclusion	Richard Tuset	Paula Murray
<b>Council Response (May 2013)</b>		
As a result of the Trans Scrutiny Panel findings, we will ensure that any future commissioning or support for cultural work addressing the Lesbian, Gay, Bisexual and Transgendered agenda takes on board fully the needs and aspirations of Transgendered individuals. In terms of the council's relationship with Pride specifically, the council does not commission Pride and currently does not fund the event directly, although Pride does receive support in kind from the council. Council officers responsible for liaising with Pride would be happy to broker discussions that might result in a greater inclusion of the Trans community in the event.		
<b>Progress at January 2014 – short commentary by service lead:</b>	<b>Status - (note status indicates progress by January 2015)</b>	
<p>The Council has given landlords consent for Pride for the next 3 years. The conditions set out in the report include the requirement that Brighton Pride Community Interest Company (BPCIC) produce an equality statement and action plan that includes appropriate actions to ensure access and inclusion of the Trans Community in Pride as set out and agreed by the council through the Trans Equality Scrutiny process. Council officers are working in partnership with BPCIC to ensure this work is undertaken. In addition Pride consultation events have been undertaken by LGBT HIP and Pride themselves and all feedback pertaining to trans inclusion will be progressed.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention  <b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)  <b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 34 (Jan 2013)	Service Lead	ELT Lead
<p>B&amp;HCC should take the lead in creating an identity for the city as a trans friendly place that challenges stigma and discrimination. This includes such actions as a public statement on the website, trans branding, vocal support and partnership working with trans support groups, and publicity information including trans individuals as local citizens.</p>	<p>Jake Barlow</p>	<p>Paula Murray</p>
<p><b>Council Response (May 2013)</b></p>		
<p>The Communications team will tie in with partners across the city to support and champion the issues raised in the report and work taken forward in response. Wherever needed the team will lead on the publication of information which progresses the agenda of equality for local trans people.</p>		
<p><b>Progress at January 2014 – short commentary by service lead:</b></p>	<p><b>Status - (note status indicates progress by January 2015)</b></p>	
<p>Grant funding and officer support was made available to the city's first Trans Pride in July. As the first event of its kind in the country, the event helped to establish Brighton and Hove as a trans inclusive city.</p> <p>In addition, the communications team are working with partners from the trans community to provide support and advice to help communicate and raise awareness of trans equality in the city and this has included providing media training to effectively communicate and manage often high profile issues. Furthermore, the media team has taken a proactive approach to responding to negative coverage of trans issues and individuals in the local media as well as using BHCC communications channels to promote trans equality events, activities and initiatives including via the website and social media.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention  <b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)  <b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	


**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 35 (Jan 2013)	Service Lead	ELT Lead
The Panel welcome the addition of the honorific Mx by council benefits staff as giving an alternative option. The Panel recommend that all on-line forms are examined to look at the possibility of additional options, leaving blank or entering the title the individual feels is appropriate to them.	Tara Walker	Catherine Vaughan
<b>Council Response (May 2013)</b>		
Online forms are being reviewed as part of the council's Web Improvement Project as more forms are automated. Each form will be evaluated before Mx is included as a standard title. This will ensure that where data is automatically put into back office systems it is compatible and Mx will be accepted as an option along with an option of leaving the honorific blank. Progress will be monitored and reported back to the Customer Access Programme Board.		
<b>Progress at January 2014 – short commentary by service lead:</b>	<b>Status - (note status indicates progress by January 2015)</b>	
<p>As members will be aware this recommendation received significant media interest so remains sensitive. However, as and when online forms are being developed, the new title is being used where appropriate. Mx has been included in the list of titles in the new web forms software (Achieve) so is available for use as forms are moved to the new software. City Clean are going live with their new forms imminently.</p> <p>Examples of progress include:</p> <p style="padding-left: 40px;">Several web forms for use by staff, including a new Health &amp; Safety incident reporting form are using the new title descriptions including Mx.</p> <p style="padding-left: 40px;">In addition to self service web forms, City Clean is looking to include Mx as a title whenever a new customer record is created by customer service agents. This will be available for use by other services as the Customer System is rolled out.</p> <p style="padding-left: 40px;">The Council's Information Governance Manager has agreed to undertake some investigation into the ways in which sensitive information regarding our trans customers and staff is used and held. This will include providing guidance in relation to the Gender Recognition Act.</p> <p style="padding-left: 40px;">Furthermore, she will progress the recommendation of using the Mx honorific as a corporate approach through the Information Governance Board which is also chaired by the Equalities Champion for the senior leadership team (Catherine Vaughan).</p> <p style="padding-left: 40px;">Adult Social Care are now starting to implement the Mx honorific through Homecare.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention</p> <p><b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p><b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	

**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 36 (Jan 2013)	Service Lead	ELT Lead
<p>The implementation of these recommendations is crucial and should be carefully monitored. The Panel recommends that a lead officer is appointed as a 'Trans Champion' within the council. This person should be at Senior Management level (within the Corporate Management Team or Assistant Director level or above) and will be responsible to champion the rights of trans people both inside and outside of the organisation. They will also have responsibility for the commissioning of the trans needs assessment and the lead on the development of a city-wide Trans Equalities Strategy (see recommendation 32). In addition, a councillor should be nominated as the council's Trans-Champion (as distinct from the existing LGBT champion).</p>	<p>Emma McDermott (Note that Andy Staniford is now Head of Communities, Equality and Third Sector to cover Emma's maternity leave).</p>	<p>Paula Murray</p>
<p><b>Council Response (May 2013)</b></p>		
<p>The Executive Director for Resources, Catherine Vaughan has been appointed as the equalities champion for the Executive Leadership Team (ELT). This includes championing Trans issues. Progress on the responses to the recommendations will be reported in November to the ELT.</p> <p>The councillor Trans champion will be nominated as part of annual council process.</p>		
<p><b>Progress at January 2014 – short commentary by service lead:</b></p>	<p><b>Status - (note status indicates progress by January 2015)</b></p>	
<p>Catherine Vaughan met with Trans community reps to build relationships and discuss her role. She also attended the Transgendered Day of Remembrance. Catherine also receives feedback from Trans Equality Working group and retains oversight of the scrutiny process through her corporate lead as Equalities Champion and leadership of the Modernisation Board.</p> <p>Furthermore, the Councillor Trans rep has been appointed as Cllr. Stephanie Powell. The city council's communities and equality team has met with all the councillor equalities champions to discuss their focus for 2013 and provision of support by the team.</p>	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention  <b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)  <b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	

**Brighton and Hove Trans Equality Scrutiny  
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 37 (Jan 2013)	Service Lead	ELT Lead
The work of this Panel should be forwarded on to the government departments looking at trans equality, specifically in response to the expected call for evidence after the Trans Gender Equalities Action Plan.	Giles Rossington	Abraham Ghebre-Ghiorghis
<b>Council Response (May 2013)</b>		
Actioned by Scrutiny Team following report's endorsement by Overview and Scrutiny Committee in January 2013		
<b>Progress at January 2014 – short commentary by service lead::</b>	<b>Status - (note status indicates progress by January 2015)</b>	
No further action required	<p><b>Red</b> – Off target and not likely to come back to on target performance by year end without intervention</p> <p><b>Amber</b> – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p><b>Green</b> – On or above target</p> <div style="text-align: right;">   <b>GREEN</b> </div>	

# OVERVIEW & SCRUTINY COMMITTEE

## Agenda Item

Brighton & Hove City Council

<b>Subject:</b>	<b>Traveller Commissioning Strategy 2012: Update on Implementation of Agreed Scrutiny Panel Recommendations</b>		
<b>Date of Meeting:</b>	<b>27 January 2014</b>		
<b>Report of:</b>	<b>Executive Director Environment Development &amp; Housing</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Andy Staniford</b>	<b>Tel: 29-3159</b>
	<b>Email:</b>	<b>andy.staniford@brighton-hove.gcsx.gov.uk</b>	
<b>Ward(s) affected:</b>	<b>All</b>		

## FOR GENERAL RELEASE

### 1. SUMMARY AND POLICY CONTEXT:

- 1.1 Environment & Community Safety Overview & Scrutiny Committee (ECSOSC) agreed on 5 September 2011 to establish a Scrutiny Panel to shadow the development of the Traveller Commissioning Strategy. ECSOSC approved the Scrutiny Panel's recommendations on 7 March 2012.
- 1.2 On 15 March 2012, Cabinet approved the Council's formal response to the ECSOSC Traveller Scrutiny Panel recommendations and highlighted the impact the Panel has had on the development of the city's new Traveller Commissioning Strategy 2012. This strategy was subsequently approved by Council on 22 March 2012.
- 1.3 Overview & Scrutiny Committee has requested an update on the progress made in implementing the Panel's recommendations which is detailed in Appendix 1.
- 1.4 Further information on the outcomes achieved during the first year of the strategy are contained in Appendices 2 & 3: *One Year On: the Traveller Commissioning Strategy in Action 2012/13* which was approved at Environment, Transport & Sustainability Committee, 8 October 2013

### 2. RECOMMENDATIONS:

- 2.1 That Overview & Scrutiny Committee members consider and comment on the contents of this report and its appendix.

### 3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 The implementation of (agreed) scrutiny panel recommendations is routinely monitored by the relevant scrutiny committee until members are content that all necessary actions have been undertaken. This is the first monitoring report regarding the recommendations from the Environment & Community Safety Overview & Scrutiny Traveller Scrutiny Panel that shadowed the development of the Traveller Commissioning Strategy 2012.
- 3.2 Two formal requests for scrutiny of the development of the Traveller Commissioning Strategy were made at the 5 September 2011 meeting of the Environment & Community Safety Overview & Scrutiny Committee (ECSOSC) by Councillors Liz Wakefield and Geoffrey Theobald. In addition there was a petition heard at Council on 21 July 2011 and a Notice of Motion regarding Travellers. Following discussion ECSOSC agreed to establish a 3-Member Scrutiny Panel to be involved in the Cabinet review of the Travellers Strategy.
- 3.3 The Traveller Scrutiny Panel was chaired by Dr. Aidan McGarry, School of Applied Social Science, University of Brighton. The other panel members were Councillors Littman, Simson and Robins.
- 3.4 The panel held capacity building and evidence gathering sessions where it heard from 31 witnesses representing Council services, other public sector bodies such as the Police and NHS Sussex, the Community & Voluntary Sector, resident groups, politicians and representatives from other authorities. The panel also visited the Horsdean Transit site to talk to Travellers living in Brighton & Hove.
- 3.5 The panel's final report has highlighted that:
- 'The panel welcomed the draft Strategy because it:*
- *Represented a significant step forward in describing the needs of the Traveller community and determining which outcomes a Traveller Strategy for this city wished to achieve*
  - *Contained a comprehensive set of high level goals about meeting the needs of Travellers and the settled community*
  - *Had addressed both the needs of Travellers and the settled community in those goals*
  - *Had been based on a two stage consultation process'*
- 3.6 The Panel made 23 recommendations, many of which were incorporated into the final version of the strategy and action plan.
- 3.7 On 15 March 2012, Cabinet approved the Council's formal response to the ECSOSC Traveller Scrutiny Panel recommendations and highlighted the impact the Panel has had on the development of the city's new Traveller Commissioning Strategy 2012. This strategy was subsequently approved by Council on 22 March 2013.
- 3.8 The Scrutiny team won the Centre for Public Scrutiny award for Innovation (for the second year running) for its work on the scrutiny panel.
- 3.9 Appendix 1 to this report includes detailed information on the implementation of each panel recommendation.



- 3.10 Further information on the outcomes achieved during the first year of the strategy are contained in Appendix 2: *One Year On: the Traveller Commissioning Strategy in Action 2012/13* which was approved at Environment, Transport & Sustainability Committee, 8 October 2013

#### **4. COMMUNITY ENGAGEMENT AND CONSULTATION**

- 4.1 None with regard to this monitoring report.

#### **5. FINANCIAL & OTHER IMPLICATIONS:**

##### Financial Implications:

- 5.1 None with regard to this monitoring report.

##### Legal Implications:

- 5.2 None with regard to this monitoring report.

##### Equalities Implications:

- 5.3 None with regard to this monitoring report.

##### Sustainability Implications:

- 5.4 None with regard to this monitoring report.

##### Crime & Disorder Implications:

- 5.5 None with regard to this monitoring report.

##### Risk and Opportunity Management Implications:

- 5.6 None with regard to this monitoring report.

##### Public Health Implications:

- 5.7 None with regard to this monitoring report.

##### Corporate / Citywide Implications:

- 5.8 None with regard to this monitoring report.

## **6. EVALUATION OF ANY ALTERNATIVE OPTION(S):**

6.1 This is a monitoring report rather than one proposing any active decision.

## **7. REASONS FOR REPORT RECOMMENDATIONS**

7.1 This is a monitoring report and not one requiring a specific decision.

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. January 2014 Update to Traveller Scrutiny Panel Recommendations on the Traveller Commissioning Strategy 2012
2. One Year On: the Traveller Commissioning Strategy in Action 2012/13; Environment, Transport & Sustainability Committee, 8 October 2013
3. Covering Report: One Year On: the Traveller Commissioning Strategy in Action 2012/13; Environment, Transport & Sustainability Committee, 8 October 2013

### **Documents in Members' Rooms**




None

### **Background Documents**







1. Traveller Commissioning Strategy 2012, Council, 22 March 2012
2. Response to the recommendations of the Environment & Community Safety Overview & Scrutiny Traveller Scrutiny Panel shadowing the development of the new Traveller Commissioning Strategy 2012, Environment & Sustainability Cabinet Member Meeting, 15 March 2012
3. Traveller Strategy Scrutiny Panel Report, Environment & Community Safety Overview & Scrutiny Committee (ECSOSC), 7 March 2012







Appendix 1: January 2014 Update to Traveller Scrutiny Panel Recommendations on the Traveller Commissioning Strategy 2012

RAG KEY






RAG	Notes
 RED	No progress
 AMBER	In progress but behind schedule
 GREEN	Progress on track or action completed
***	Action not yet due to start

Progress Summary

Rec.	RAG
1	 GREEN
2	 GREEN
3	 GREEN
4	 GREEN
5	 AMBER
6	 GREEN



Rec.	RAG
7	 GREEN
8	 GREEN
9	 GREEN
10	 GREEN
11	 GREEN
12	 GREEN

Rec.	RAG
13	 GREEN
14	***
15	 GREEN
16	 GREEN
17	***
18	 GREEN


Rec.	RAG
19	 GREEN
20	 GREEN
21	 AMBER
22	 GREEN
23	 GREEN

## Appendix 1: January 2014 Update to Traveller Scrutiny Panel Recommendations on the Traveller Commissioning Strategy 2012

### Detailed

	Final Scrutiny Recommendation	Executive Response to Recommendation (Mar 2012)	Action taken / to be taken in response (Mar 2012)	January 2014 Update
1	<p><b>Recommendation 1:</b> The panel noted with considerable concern the lack of monitoring of the priorities and actions contained in the last Traveller Strategy for 2008-11. The panel welcomes the Action Plan which has been developed for this Strategy. The panel expects this plan to be effectively monitored and would like a monitoring report to be sent to the relevant Member Committee at the following intervals: 6 months, 12 months, 24 months and 36 months. To enable effective monitoring the panel would expect each action in the Action Plan to be SMART (i.e. Specific, Measurable, Achievable, Realistic and Time limited).</p>	<p>Agreed.</p> <p>The action plan has undergone extensive revision since it was last seen by the Panel.</p> <p>Whilst there are still a few actions that are not as SMART as we prefer, these are in development and will be firmed up shortly. This will be evident in the progress reports to Committee.</p>	<p>Updates will be produced and reported to the relevant Committee at 6mths, 12mths then annual.</p>	<p> <b>GREEN</b></p> <p>The 6 month update did not happen.</p> <p>However, we are back on track with the 12 month strategy/action plan update being approved by Environment, Transport &amp; Sustainability Committee on 8 October 2013.</p> <p>A copy of the update is attached as Appendix 2 and focuses on the outcomes from the first year of the strategy.</p> <p>Next update due October 2014 to cover 2013/14.</p>
2	<p><b>Recommendation 2:</b> In a number of areas, the Strategy posits the establishment of a permanent site as a solution to the issues associated with Travellers. This may be the case, but it is important to</p>	<p>Agreed.</p> <p>We believe that changes between the draft and final strategy have addressed this however we are adding additional text to make this</p>	<p>New paragraph has been added to the strategy at 3.3:</p> <p><i>To help meet this need, our strategy seeks to be preventative in nature rather than reactive by:</i></p>	<p> <b>GREEN</b></p> <p>No further action required.</p>



**Appendix 1: January 2014 Update to Traveller Scrutiny Panel Recommendations on the Traveller Commissioning Strategy 2012**

	<b>Final Scrutiny Recommendation</b>	<b>Executive Response to Recommendation (Mar 2012)</b>	<b>Action taken / to be taken in response (Mar 2012)</b>	<b>January 2014 Update</b>
	recognise that the permanent site will not be opened until Winter 2013/14 at the earliest. Therefore a coherent vision is needed of what is to be done in the years before the permanent site is ready, particularly in terms of transit provision.	explicit.	<ul style="list-style-type: none"> <li>• <i>Ensuring effective management and use of the Horsdean Transit Site</i></li> <li>• <i>Developing procedures for Tolerated sites</i></li> <li>• <i>Effective management of unauthorised encampments</i></li> <li>• <i>Ensure sensitive sites are protected</i></li> <li>• <i>Developing a protocol for addressing Van Dwellers</i></li> </ul>	
3	<b>Recommendation 3:</b> The panel feel that preventing, and responding to, unauthorised encampments should be a key focus of the Strategy, particularly until the permanent site is opened. The Panel would like the Strategy to draw on good practice by other authorities in this area such as Fenland DC. The panel would also like the Strategy to include information on how the council will pro-actively liaise with any settled community affected by such an encampment.	<p>Agreed.</p> <p>The new strategy seeks to be preventative in nature rather than reactive and seeks to minimise the number of unauthorised encampments through our goals in 'Outcome 1: Increase site availability'</p> <p>In addition, we recognise that we must respond robustly in partnership with the Police and neighbouring authorities to unauthorised encampments when they do occur and this has been reflected in our goals in 'Outcome 4: Improve community cohesion'</p>	<p>Extra information has been added to strategy on sharing good practice and in particular citing the Fenland evidence to the Scrutiny Panel as a case study.</p> <p>Additional action added to Action Plan at 16.6:</p> <ul style="list-style-type: none"> <li>• <i>Pro-actively liaise with any settled community affected by an encampment</i></li> </ul> <p>Additional text added to strategy:</p> <ul style="list-style-type: none"> <li>• <i>It is very important to us that we communicate effectively with any settled community affected by an unauthorised encampment. We do this in a number of ways and are</i></li> </ul>	 <p><b>GREEN</b></p> <p>When an encampment is present regular high profile visits by the Police through Operation Monza and Council's Traveller Liaison Team help to reassure both residents and Travellers to minimise the disruption and anti social behaviour that sites can attract. A new waste contract helps to ensure refuse does not become a nuisance and that sites are effectively and swiftly cleared.</p> <p>Community engagement through a range of expanding mechanisms including residents</p>


**Appendix 1: January 2014 Update to Traveller Scrutiny Panel Recommendations on the Traveller Commissioning Strategy 2012**

	Final Scrutiny Recommendation	Executive Response to Recommendation (Mar 2012)	Action taken / to be taken in response (Mar 2012)	January 2014 Update
			<p><i>looking to improve this in response to the strategy and resident needs:</i></p> <ul style="list-style-type: none"> <li>• <i>We engage with staff working within the Stronger Communities Partnership that are supporting active community engagement to provide information about Traveller lifestyles, and the likely impact of an encampment on the locality</i></li> <li>• <i>We build positive relationships between the Traveller Liaison Team and chairs of Local Action Teams by notifying them the moment there is an encampment in their community and ensuring they receive regular updates</i></li> <li>• <i>We have a webpage that is regularly updated with information about unauthorised encampments within the city. This webpage can be found at: <a href="http://www.brighton-hove.gov.uk/travellers">http://www.brighton-hove.gov.uk/travellers</a></i></li> <li>• <i>The Traveller Advice Line will be integrated into our customer contact centre to improve our telephone</i></li> </ul>	<p>visits, leaflets LAT meeting and Twitter.</p>

**Appendix 1: January 2014 Update to Traveller Scrutiny Panel Recommendations on the Traveller Commissioning Strategy 2012**


	<b>Final Scrutiny Recommendation</b>	<b>Executive Response to Recommendation (Mar 2012)</b>	<b>Action taken / to be taken in response (Mar 2012)</b>	<b>January 2014 Update</b>
			<p><i>response to resident and Traveller enquiries</i></p> <ul style="list-style-type: none"> <li><i>We will look at good practice from other parts of the country to see what other improvements can be made to the way we work and communicate with residents</i></li> </ul>	
<b>4</b>	<p><b>Recommendation 4:</b> The panel believes the Strategy should be both a place where all the separate plans for dealing with Traveller issues are brought together and a process via which these plans are effectively integrated. While the draft Strategy fulfils the first of these requirements, the panel is not sure that it currently meets the second: more needs to be done to link the different parts of the Strategy into a coherent narrative.</p>	<p>We believe this issue has been addressed between the draft strategy and final strategy.</p> <p>The draft strategy focussed on highlighting needs and then considering our vision and goals whereas the final strategy starts with the vision and how improving site stability is the platform for addressing education, health and community cohesion. This approach is then threaded through the strategy.</p>	<p>No additional action required.</p>	<p> <b>GREEN</b></p> <p>No further action required.</p>
<b>5</b>	<p><b>Recommendation 5:</b> The panel welcome the agreement to review the working of the Traveller Liaison Team, but seek assurance that the review will focus on support and enforcement elements, as well as having the key aim to</p>	<p>Agreed.</p>	<p>A new action has been added to the action plan at 16.10:</p> <ul style="list-style-type: none"> <li><i>Review the Council's Traveller Liaison Team (focus on support, enforcement, service improvement) during 2012/13</i></li> </ul>	<p> <b>AMBER</b></p> <p>The Travellers Service Staff Structure is currently under review will a view to implementation by end March</p>

**Appendix 1: January 2014 Update to Traveller Scrutiny Panel Recommendations on the Traveller Commissioning Strategy 2012**



	<b>Final Scrutiny Recommendation</b>	<b>Executive Response to Recommendation (Mar 2012)</b>	<b>Action taken / to be taken in response (Mar 2012)</b>	<b>January 2014 Update</b>
	improve the service for both Travellers and the settled community.			2014. This will include ensuring that the enforcement and support roles are well balanced.
<b>6</b>	<p><b>Recommendation 6:</b> The panel heard evidence from a number of sources favouring several small sites rather than a large single permanent site. While we accept that there are valid arguments in favour of both solutions, we feel it is important that the multiple site option is fully explored, in terms of both current and future needs. Should the choice nonetheless be for a single site, the thinking behind this, and the pros and cons of single and multiple sites, should be explained in the Strategy.</p>	Agreed.	<p>Additional text added to strategy:</p> <p><i>The project has considered whether it would be better to have smaller sites in the city however, this was discounted based on a number of reasons:</i></p> <ul style="list-style-type: none"> <li><i>• A number of smaller sites would make it harder to meet the level of need by increasing risks such as cost, planning and community cohesion issues</i></li> <li><i>• Each site requires the provision of infrastructure (water, sewage, electricity, access roads etc) in addition to the pitches which will increase the projects costs</i></li> <li><i>• Aside from extra costs, additional sites bring additional planning risks given the shortage of available land and the controversial nature of some of the sites already considered by the site search given that they lie</i></li> </ul>	<p style="text-align: right;">   <b>GREEN</b> </p> <p>Any site search to meet unmet/future needs will consider a range of options to determine the most appropriate course of action.</p>



Appendix 1: January 2014 Update to Traveller Scrutiny Panel Recommendations on the Traveller Commissioning Strategy 2012

	Final Scrutiny Recommendation	Executive Response to Recommendation (Mar 2012)	Action taken / to be taken in response (Mar 2012)	January 2014 Update
			<p><i>within the National Park</i></p> <ul style="list-style-type: none"> <li>• <i>The government guidance for site design suggests each pitch consists of a hard standing with space for a main and touring caravan, plus a car, and an amenity unit with a bathroom, kitchen and dayroom. There should be shared play space. All residents will pay rent, bills and council tax like any other tenant in social housing.</i></li> <li>• <i>Each site would have additional costs from the provision of services such as management, security, waste collection etc</i></li> </ul> <p><i>If future needs analysis shows a need for additional sites, and we are successful in acquiring funding for those additional sites, then they are likely to be smaller as the present site search process has exhausted the options for large sites.</i></p>	
7	<p><b>Recommendation 7:</b> The panel welcomes the commitment to consulting with both Travellers and the settled community on proposed site(s), their design</p>	<p>Noted however this will be managed separately through the permanent site project.</p> <p>The Cabinet report seeking</p>	<p>No additional action required.</p>	<p style="text-align: right;">   <b>GREEN</b> </p> <p>No further action required.</p>

**Appendix 1: January 2014 Update to Traveller Scrutiny Panel Recommendations on the Traveller Commissioning Strategy 2012**

	<b>Final Scrutiny Recommendation</b>	<b>Executive Response to Recommendation (Mar 2012)</b>	<b>Action taken / to be taken in response (Mar 2012)</b>	<b>January 2014 Update</b>
	and management. It would like to see the Strategy contain some detail on how the consultation will be 'effective' and a commitment that it will meet the standards of the Community Engagement Framework. We assume that the consultation process will include asking whether a single or multiple sites would be preferred – and be explained in the Strategy.	approval of the preferred site at Horsdean has a recommendation that the consultation that is undertaken is guided by a consultation strategy to be agreed by the Cabinet Member for Environment and Sustainability. This will pick up the points in the recommendation.		
<b>8</b>	<b>Recommendation 8:</b> The panel believe that assessing the need for future site provision should not wait until 2016. The panel believe that there should be an ongoing collation of information on the regional situation from the Regional Forum, monitoring information and data on enabling site provision to plan future need. This Strategy presents a real opportunity to stop being reactive and to begin to plan capacity more pro-actively.	Agreed.  The reference to 2016 is that the needs assessment plus accompanying planning provision (should it be required) must be done by 2016. To achieve this timescale, work will be ongoing from 2012 and reported in the progress reports.	No additional action required.	 <b>GREEN</b>  Draft City Plan sets out requirements to 2019 and commits to further needs assessment for remaining Plan period.
<b>9</b>	<b>Recommendation 9:</b> The panel welcomed the commitment to review the impact of the work of	Agreed.  Currently, there is dedicated	Additional strategy text added at 10.2: <ul style="list-style-type: none"> <li><i>In addition, there will be a</i></li> </ul>	 <b>GREEN</b>


**Appendix 1: January 2014 Update to Traveller Scrutiny Panel Recommendations on the Traveller Commissioning Strategy 2012**

	<b>Final Scrutiny Recommendation</b>	<b>Executive Response to Recommendation (Mar 2012)</b>	<b>Action taken / to be taken in response (Mar 2012)</b>	<b>January 2014 Update</b>
	Health Visitors and looks forward to an update on its findings in the 6 month and 12 month progress report on the Strategy.	<p>support from Health visitors and early years workers to traveller families in the city.</p> <p>As part of reviewing the citywide model of health visitors (in line with the Department of Health national plan) we have a local implementation group with representation from key provider leads, public health and commissioners.</p> <p>Through this group, we will consider how we take forward the recommendations suggested including monitoring the impact of outcomes on traveller families.</p> <p>The group will also be informed by the Traveller needs assessment that will be carried out by Brighton &amp; Hove City Council and NHS Sussex</p>	<p><i>citywide review of Health Visitors which will consider the impact the service has on the Travelling community.</i></p> <p>Additional action added at 6.3:</p> <ul style="list-style-type: none"> <li>• <i>Citywide review of Health Visitors to include the impact on the Travelling community</i></li> </ul>	<p>As a result of the Traveller Commissioning Strategy the former Primary Care Trust commissioned research into the health needs of local Travellers which has been used to inform the Clinical Commissioners Group.</p> <p>In addition the Brighton &amp; Hove CCG Annual Operation Plan 2013/14 outlines the CCG's commitment to work with partners to implement the following recommendations:</p> <p><u>Outreach health services</u></p> <ul style="list-style-type: none"> <li>• Improve outreach health services</li> </ul> <p><u>GP services</u></p> <ul style="list-style-type: none"> <li>• Identify 1-2 GP surgeries that can implement models of good practice for primary care service delivery</li> <li>• Provide Traveller-led cultural awareness training for clinical and other staff at these surgeries</li> <li>• Develop a wallet-sized card for Travellers to present to receptionists</li> </ul>
<b>10</b>	<b>Recommendation 10:</b> The panel welcomes the commitment from the Clinical Commissioning Group (CCG) to provide cultural awareness training in relation to Travellers for CCG staff and lead	Noted.	This will be pursued via the Clinical Training Committee, NHS Brighton & Hove.	



**Appendix 1: January 2014 Update to Traveller Scrutiny Panel Recommendations on the Traveller Commissioning Strategy 2012**

	<b>Final Scrutiny Recommendation</b>	<b>Executive Response to Recommendation (Mar 2012)</b>	<b>Action taken / to be taken in response (Mar 2012)</b>	<b>January 2014 Update</b>
	<p>clinicians. However, we are concerned that this does not fully address the problems of front-line clinical staff (e.g. GPs and dentists) and other staff (e.g. GP surgery receptions) lacking awareness of Traveller issues, and sometimes a knowledge of their statutory duties to provide services. We therefore seek clarification as to how the training of CCG staff and lead clinicians will percolate down to other primary care workers.</p>			<ul style="list-style-type: none"> <li>• Consider ways to improve access to GP services</li> </ul> <p><u>Specialist health services</u></p> <ul style="list-style-type: none"> <li>• Ensure Traveller specialist health services proactively succession plan</li> <li>• Consider how commissioners can improve monitoring of Traveller specialist health services</li> <li>• Promote collaboration between identified GP surgeries and specialist providers</li> </ul> <p><u>Communication and record keeping</u></p> <ul style="list-style-type: none"> <li>• Encourage GP surgeries and hospital trusts to make more use of mobile phone technology to communicate with patients</li> <li>• Make health information accessible for people with low literacy skills</li> </ul> <p><u>Public and patient engagement</u></p> <ul style="list-style-type: none"> <li>• Create opportunities for dialogue between Travellers and health professionals by making it easier for ethnic minorities and socially excluded groups to engage with us</li> </ul>
11	<p><b>Recommendation 11:</b> The panel would welcome cultural awareness training for health workers, especially in primary care, which could build on the successful awareness training held for council staff and due to be rolled out to Councillors.</p>	Noted.	This will be pursued via the Clinical Training Committee, NHS Brighton & Hove.	
12	<p><b>Recommendation 12:</b> The panel is pleased to see the statement that NHS Brighton &amp; Hove is using and promoting the common framework for ethnic monitoring being developed by the City Inclusion Partnership. The panel is also pleased that</p>	Agreed.	<p>New paragraphs added to strategy:</p> <ul style="list-style-type: none"> <li>• <i>10.2 To address this gap the Council and NHS Sussex (Brighton &amp; Hove) will conduct specific needs assessment on the health and wellbeing of Travellers.</i></li> </ul>	


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	the council is promoting the use of the common framework. However, the panel would like the Strategy to contain a statement on how the ethnic monitoring information will be used and an assurance that the council and NHS Brighton & Hove will integrate their information to plan and monitor services.		<p><i>The assessment will be used to develop an action plan to improve access to healthcare services for members of the Traveller community.</i></p> <ul style="list-style-type: none"> <li>• <i>10.3 Developing NHS ethnic monitoring locally will help provide us with information on the services used and needed by Travellers to ensure we can plan provision more effectively.</i></li> </ul>	<p><u>Improve ethnic monitoring</u></p> <ul style="list-style-type: none"> <li>• Ensure robust, systematic ethnic monitoring in health records</li> </ul>
13	<b>Recommendation 13:</b> The panel would like to see a commitment in the Strategy to learning from successful education projects, which have offered mentoring to Minority Ethnic groups, and to drawing in members of the Traveller community to offer help and advice with Traveller education issues.	Agreed.	<p>Additional text added to strategy:</p> <ul style="list-style-type: none"> <li>• <i>We also recognise the value in learning and adopting successful good practice from elsewhere and will seek to draw in members of the Travelling community wherever possible to support training and outreach.</i></li> </ul>	<div style="text-align: right;">    <b>GREEN</b> </div> <p>No further action required.</p>
14	<b>Recommendation 14:</b> The panel would like the Strategy to contain an action re: obtaining city based information on Traveller educational attainment, across all sectors of education from pre-school to	<p>We already gather SATS and GCSE data on the Traveller children who are here to take part in national exams.</p> <p>Last year 4 pupils participated in SATS and 2 (resident</p>	<p>From 2012 we will gather and report on the EYFS profile scores of visiting children.</p> <p>These recommendations will be relevant when the permanent site is completed.</p>	This recommendation will be applicable when the permanent site is completed.


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	Further Education. Once this data has been gathered it should be used as a baseline from which to identify the educational attainment of Traveller children. The panel would expect data and a statement on how this data will be used to be contained in the progress updates reported to Committee.	Travellers) took GCSEs. These are included in an annual report.  However, with an average stay of 20 days in any one place (and bearing in mind it can take several days to admit a child into school) a city wide baseline and attainment progress reports on a highly mobile very short stay population is currently not practical. All our mobile children have a rapid assessment on entry and weekly personalised education plans.		
15	<b>Recommendation 15:</b> The panel is keen to ensure that the Strategy contains more detailed information and outcomes on how to improve the educational experience and attainment for transient Travellers who come to the city.	Noted.  As mentioned average stay is 20 days and we are rarely informed of departures.  Feedback from a variety of service providers, including visiting Travellers is used to inform and plan.	No additional action required.	 <b>GREEN</b>  No further action required.
16	<b>Recommendation 16:</b> The panel welcomes the commitment to include actions in the Strategy which build on successful 'out reach to in reach' work in encouraging take	Agreed.	The data gathered will be used to plan future services and measure progress achieved by these services	 <b>GREEN</b>  During 2012-13, 86 EYs highly mobile pre school children were

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	up of education and combining this with information from health outreach work. The panel would like to see the data gathered to be used to plan future services and measure progress achieved by these services.			supported via outreach. 15 supported into nursery. Ongoing needs assessment resulted in two nurseries holding 2yr old funded places for mobile Travellers  From Sept 13 outreach unit making additional weekly visits providing health education e.g. smoking cessation, first aid etc.
<b>17</b>	<b>Recommendation 17:</b> The panel is concerned that the positive work which is being done to secure Traveller engagement from early years could go to waste if the Strategy does not include sufficient measures to retain Traveller children in education. This in turn will enable Travellers to improve their employment prospects. The Strategy should include new ways to engage with hard to reach Traveller groups such as teenagers, enabling access to adult and further education, and using ICT and other methods to engage with these groups.	Agreed.  Again the current short term nature makes measures difficult but this will become relevant once we have the permanent site.	We are contributing to Brighton & Hove "Vulnerable Learners Protocol" to engage KS5 pupils.	This recommendation will be applicable when the permanent site is completed.
<b>18</b>	<b>Recommendation 18:</b> The panel would like to see the	Agreed.	No additional action required.	

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	<p>Strategy contain a commitment from the council to lead a co-ordinated programme to improve awareness in schools about Traveller history and culture. This would include the council leading, and co-ordinating, the city's participation in Gypsy Roma Traveller History Month and including Travellers in People's Day.</p>	<p>Already a goal of the strategy:</p> <ul style="list-style-type: none"> <li>• <i>Goal 13: Improve further the awareness in schools about Traveller History and Culture</i></li> </ul> <p>Action Plan already includes:</p> <ul style="list-style-type: none"> <li>• <i>13.2 Promote national initiatives such as Gypsy Roma Traveller History Month and encourage schools to participate</i></li> <li>• <i>14.3 Promotion of GRT History Month</i></li> </ul>		<p style="text-align: right;"><b>GREEN</b></p> <p>Held in June, the Gypsy Roma Traveller History month was a joint initiative between the East Sussex Traveller Education Team in consortium with Brighton &amp; Hove City Council and Friends, Families and Travellers.</p> <p>For the 5th consecutive year, Traveller pupils attending schools in the city were awarded prizes in the Gypsy Roma Traveller History month national schools competition. Seven local schools celebrated GRT History month and participated in the competition.</p>
<b>19</b>	<p><b>Recommendation 19:</b> The panel would like the Strategy to contain information on the Joint Sussex-wide protocol on unauthorised encampments which is being developed for use by the Police and local authorities and to place this under goal 16 of the Strategy 'Effective Management of Unauthorised Encampments'.</p>	<p>Agreed.</p>	<p>Work on developing Protocol referenced in the Strategy.</p> <p>In addition, an action is included at 16.5:</p> <ul style="list-style-type: none"> <li>• <i>Provide a consistent response to all unauthorised encampments by developing a joint Sussex Wide Unauthorised Encampment Protocol (Police &amp; Local</i></li> </ul>	<p style="text-align: right;"> <b>GREEN</b></p> <p>Monza reviewed and expanded. Multi-agency group developed a tactical Prevention, Intelligence, Enforcement &amp; Reassurance Plan (PIER) for 2013. Joint work ongoing.</p>



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			<i>Authorities) and joint leaflets</i>	
<b>20</b>	<b>Recommendation 20:</b> The panel appreciates that work is ongoing in relation to sensitive sites. However they believe that the Strategy should contain a clear plan for sensitive sites. This could identify levels of sensitivity and a commitment to mapping the impact of site protection measures on unauthorised encampments elsewhere in the city.	<p>Noted.</p> <p>Unfortunately there was not time to carry out this work alongside the development of the strategy; however our progress on this work will be noted in our progress reports.</p> <p>It needs to be accepted that in some cases it will be very difficult to fully secure open green spaces.</p>	<p>Our plan will not only need to determine how sensitive sites are defined, but the impact of measures on one site needs to be assessed in terms of the impact on other sites to ensure 'displacement' does not occur.</p> <p>In addition resources will need to be identified to secure sites otherwise there is a danger of raising expectations will not be matched by the ability to take the appropriate action.</p>	<p> <b>GREEN</b></p> <p>Cityparks are maintaining and continuously reviewing existing protection measures around the city. Improvements are made where they are affordable within existing budgets.</p> <p>Successful works carried out to Withdean Park, Greanleas Recreation Ground and the Ladies Mile Nature Reserve.</p> <p>Improvements have also been made to Carden Park and Hollingbury Park.</p>
<b>21</b>	<b>Recommendation 21:</b> The panel is pleased that the Action Plan is to be updated to show that the Protocol for Van Dwellers will be developed during 2012/2013. The panel would like the council to contact other local authorities who experience this issue, such as Bristol, to see what practices	Agreed.	This will be done as part of the development of the Protocol.	<p> <b>AMBER</b></p> <p>Protocol overdue however the 1<sup>st</sup> draft is complete and we are now completing research and consultation with other local authorities. The findings from this exercise will be incorporated into the final draft</p>

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	they have developed.			which we aim to have completed by end of March 2014.
<b>22</b>	<b>Recommendation 22:</b> Given the important role Councillors play in relation to Travellers, the panel believe that Councillors should be offered the opportunity to attend Traveller Awareness Training run by the council on an annual basis.	Agreed.	<p>We will run this for the next two years and then review. We will always run this course for the two years after an election.</p> <p>This has been added to the action plan at 14.4:</p> <ul style="list-style-type: none"> <li>• <i>Run regular Councillor Traveller awareness sessions</i></li> </ul>	 <b>GREEN</b> <p>Proposal for 2<sup>nd</sup> year of training due for approval in December 2013. 2 proposed dates identified</p>
<b>23</b>	<p><b>Recommendation 23:</b> The panel recommends that the council works with the local media to ensure balanced reporting of issues relating the traveller community. This could include such things as:</p> <ul style="list-style-type: none"> <li>• Reporting positive Traveller stories</li> <li>• Challenging the need for Traveller stories to be front-page, a practice which automatically sensationalises the issue</li> <li>• Moderating, and if necessary deleting, comments placed on websites</li> </ul>	Agreed.	<p>An action has been added in 'Outcome 4: Community Cohesion' at 14.1:</p> <ul style="list-style-type: none"> <li>• <i>Develop a greater understanding amongst the media of Traveller issues.</i></li> </ul> <p>Work to implement this action will consider the points raised by the Panel.</p>	 <b>GREEN</b> <p>Work is ongoing to support the Traveller team and provide a clear and consistent message.</p>

# One Year On: the Traveller Commissioning Strategy in Action 2012/13

## Foreword

I would like to welcome you to our Traveller Commissioning Strategy update and let you know about some of the progress we have made and some of the challenges we have faced during the first year of its implementation.

The strategy was developed to tackle the fundamental inequalities Traveller communities face and impact that unauthorised encampments have on local communities and Travellers. In seeking solutions to these challenges, we are committed to taking a firm and fair approach that will not only reduce the inequalities experienced by Travellers but will also support community cohesion.

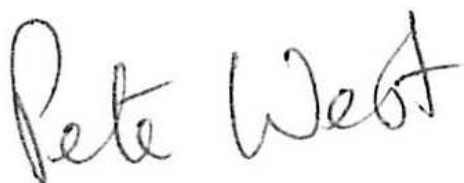
We are working closely with the South Downs National Park to progress our proposals for the new permanent site at Horsdean and have now submitted our planning application. The permanent site is critical to expanding our city's provision to help minimise the impact of unauthorised encampments.

Government guidance recognises that due to the national shortage of stopping places unauthorised encampments will continue. Our joint approach with the Police through Operation Monza and a new waste contract are helping to minimise the impact that encampments have on local residents and Travellers.

Travellers have a much lower life expectancy and health than the general population which has been recognised by the city's health services. They have carried out a Traveller health needs assessment and are progressing a number of recommendations to improve access to services.

Another important aspect of our strategy is to help Traveller children improve their educational attainment and I am delighted that children attending our local schools won national awards during Gypsy Roma Traveller History month.

Over the winter the council and its partners will continue to implement the strategy and I look forward to sharing more of our work in the next update.



Councillor Pete West  
Chair of Environment, Transport & Sustainability Committee

## Our Strategy

The city's **Traveller Commissioning Strategy 2012** was approved by the Council in March 2012 with a vision of:

***Balancing the needs of Traveller communities and the City's settled communities to reduce inequality and improve community relations***

Our strategy is split into 4 key priority areas aimed at supporting Travellers to improve the quality of their lives and reduce the tensions between communities:

- Improve site availability
- Improve health, safety and wellbeing
- Improve education outcomes
- Improve community cohesion

Action to address these priorities will help ensure we have adequate Traveller pitch provision to improve stability for those Travellers living in and visiting the city. This will help Travellers access education and health services more effectively and also reduce pressures on the city's parks and open spaces to tackle anti-social behaviour and improve community cohesion.

Development of Traveller Commissioning Strategy was done in stages that gave us that opportunity to engage and consult with residents, Travellers, Community & Voluntary Sector Organisations, service commissioners and providers, community champions, pressure groups and others.

The Traveller Commissioning Strategy has not been developed in isolation but has involved services across the Council and beyond. Our partnership approach brought together the Council, NHS Sussex, Traveller Education Team and Sussex Police.

In addition the Environment & Community Safety Overview & Scrutiny Committee Traveller Strategy Scrutiny Panel shadowed the development of the strategy from the outset and recommendations submitted by the panel were integrated into the final strategy.

The Scrutiny team won the Centre for Public Scrutiny award for Innovation (for the second year running) for its work on the scrutiny panel set up to shadow the development of the new Traveller Strategy.

Our strategy has identified the importance of developing a regional approach to tackle Traveller inequality and the shortage of suitable stopping places, and a number of groups have been set up and consultation processes established to address cross boundary concerns and issues.

## Unauthorised Encampments

Government guidelines recognise that due to the national shortage of stopping places Travellers will continue to set up unauthorised encampments as they follow their traditional routes for seasonal work.

We want to provide a permanent site to free up space on the transit site. We know that this will not fully resolve the issue of unauthorised encampments and at the same time we are working to protect our most sensitive sites and work closely with the Police to effectively manage encampments which happen in the city.

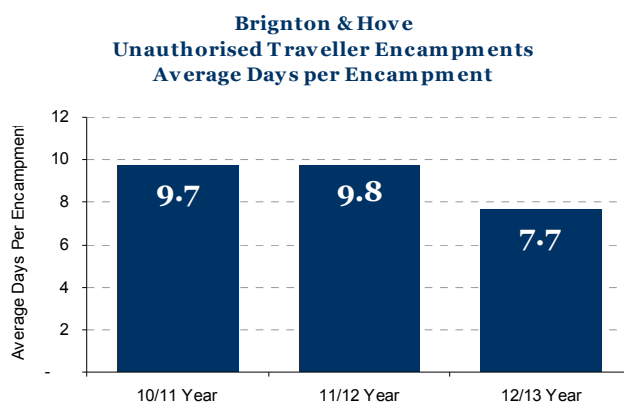
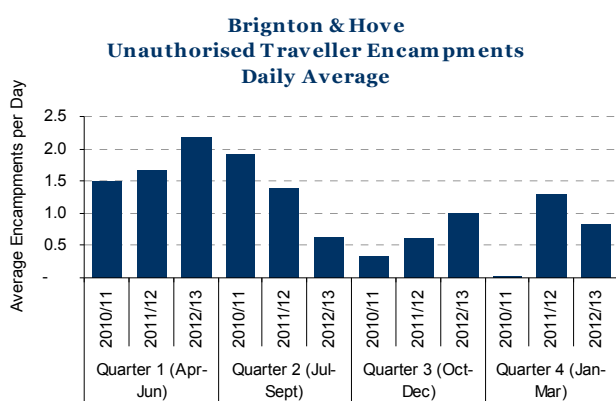
Overall there were 55 unauthorised encampments in 2012/13, an increase on 2011/12, however some periods have seen decreases in encampments which is evident when we look at the seasonal aspect of the encampments.

The last 3 years we have seen an increase in the number of encampments during the Spring and Autumn months with a decrease in Travellers visiting during the Summer and Winter months.

On average, encampments are moved on after about a week, which is quicker than in previous years and helps to ensure residents are able to get back to enjoying their green spaces as quick as possible. However, moving encampments quicker can also lead to more encampments as groups fragment to other parts of the city.

When making decisions with the Police about moving on an encampment we have to balance the needs of the community that has lost the use of it's open space, the welfare needs of the Travellers and also the likely impact that a fresh encampment will have elsewhere in the city.

When an encampment is present regular high profile visits by the Police through Operation Monza and Council's Traveller Liaison Team help to reassure both residents and Travellers to minimise the disruption and anti social behaviour that sites can attract. A new waste contract helps to ensure refuse does not become a nuisance and that sites are effectively and swiftly cleared.



*(Note that these figures exclude Van Dwellers as they fall outside the scope of this strategy)*

## Outcome 1: Improve site availability

### Draft City Plan 2014-2030

Under the Governments *Planning policy for traveller sites* local planning authorities are required to set Traveller pitch targets in their local plans in order to meet permanent and transit site accommodation need. In addition, the authority must identify a supply of deliverable sites to meet the identified need for the following 5 years with a broad outline of sites to meet the need for 6-15 years. The City Plan was approved by Council in January 2013 and was subsequently submitted to the Planning Inspectorate June 2013. To meet the requirements of national policy, the City Plan indicates an agreed accommodation needs projection (permanent) and Part 2 of the plan will identify any additional sites that may be required.

### Developing the New Permanent Site

At the Council's Cabinet meeting in March 2012 Members endorsed Horsdean as the preferred location for the new permanent Traveller site. This new site, providing 12 permanent pitches, will be an extension of the existing transit site.

Over the past months the Council has continued to work with the South Downs National Park Authority to take forward the planning application which has now been submitted. As the site falls within the National park it is important that the design of the site not only meets the needs of Travellers but does not spoil the natural beauty of landscape.

In addition to working with the South Downs National Park Authority, the Council has also been consulting local residents about the development of the new permanent site. As part of the consultation drop-in sessions were held at Patcham Community Centre. These sessions provided an opportunity for residents to talk about a variety of topics relating to the site such as site management, practical measures to help improve relations between travellers and the settled community and a design that will minimise the site's visual impact.

### Improving Site Management

The Site Warden has been in post since July 2012 at the Horsdean Transit site. Their presence on the site has greatly improved the management and income collection, and has provided support for those residents on site and enabled access to other services.

In addition the Warden is supported by a new waste and repairs contract in place with domestic waste from the site is now being collected by City Clean.

In order to carry out improvements to security and safety on site, Horsdean was temporarily closed. Enhancements have been made at the site entrance, improvements made to the drainage system and a fire hydrant installed.

## Outcome 2: Improve health, safety and wellbeing

### Traveller Health Needs Assessment

As a result of the Traveller Commissioning Strategy the former Primary Care Trust commissioned research into the health needs of local Travellers. The resulting report informed the Clinical Commissioners Group (CCG) and City Council of priority areas for addressing Traveller needs and its findings are being incorporated into the Joint Strategic Needs Assessment. In addition the Brighton & Hove CCG Annual Operation Plan 2013/14 outlines the CCG's commitment to work with partners to implement the following recommendations:

#### Outreach health services

- Improve outreach health services

#### GP services

- Identify 1-2 GP surgeries that can implement models of good practice for primary care service delivery
- Provide Traveller-led cultural awareness training for clinical and other staff at these surgeries
- Develop a wallet-sized card for Travellers to present to receptionists
- Consider ways to improve access to GP services

### Community Safety, Crime Reduction and Drugs Strategy

To support strategic coordination and improved outcomes for Gypsies and Travellers experiencing domestic violence the Community Safety Team held a partnership conference in July 2012 that brought together stakeholders from a range of agencies to raise awareness of the need for coordinated action as well as identify practical solutions. Following on from the conference, the development of the new Strategy to Prevent Violence against Women and Girls will incorporate actions to deliver a package of support for Travellers.

### Specialist health services

- Ensure Traveller specialist health services proactively succession plan
- Consider how commissioners can improve monitoring of Traveller specialist health services
- Promote collaboration between identified GP surgeries and specialist providers

### Communication and record keeping

- Encourage GP surgeries and hospital trusts to make more use of mobile phone technology to communicate with patients
- Make health information accessible for people with low literacy skills

### Public and patient engagement

- Create opportunities for dialogue between Travellers and health professionals by making it easier for ethnic minorities and socially excluded groups to engage with us

### Improve ethnic monitoring

- Ensure robust, systematic ethnic monitoring in health records



## Outcome 3: Improve education outcomes

### Improving uptake of Early Years provision

Following an early years outreach play at the Horsdean transit site a number of families expressed an interest in nursery provision. The Traveller Education Early Years teacher arranged accompanied visits to One World Nursery and supported form filling. Staff received training to ensure successful inclusion in setting.

The Manager and Deputy Manager of nursery visited the Horsdean transit site and were warmly welcomed by the parents who provided tea, sandwiches and cakes. The children showed the visitors round.

Photographs were taken of the children and made into a storybook "**Fono, Fono – What can you see?**" that was used very successfully in nursery at story time. This is the first time the Traveller children fully participated in this activity and was filmed for joint training on good inclusive practice.

Families who left Horsdean transit site have independently contacted the nursery on their return to city to re-admit children. It is hoped that families will continue to remain confident and independent participants in pre school provision.

### Prize winners

For the 5<sup>th</sup> consecutive year, Traveller pupils attending schools in the city were awarded prizes in the Gypsy Roma Traveller History month national schools competition. Seven local schools celebrated GRT History month and participated in the competition. We are waiting to hear the outcome of the entries to this years "**Traveller Roots or Routes**" competition.

### Gypsy Roma Traveller History Month

Held in June, the Gypsy Roma Traveller History month was a joint initiative between the East Sussex Traveller Education Team in consortium with Brighton & Hove City Council and Friends, Families and Travellers. Highlights included:

- Presentation in Hove Town Hall on "Traveller Roots around the City" by Janet Keet-Black, who is a Romany and local historian. This continued with the evidence demonstrating long standing historical associations with particular areas of the city e.g. the Race Course Presentation enhanced by singing and step dancing which involved audience participation.
- Following on from last year's performance of "**Crystal's Vardo**" by Suzanna King presented by Friends, Families and Travellers at the Pavilion Theatre, the play has subsequently been performed in three schools. The play highlights the effect bullying can have on Traveller children and how raising cultural awareness can reduce discrimination. The performances have been followed up with PHSE work prepared by the Healthy Schools Team and Traveller Education.

## Outcome 4: Improve community cohesion

### **New Legal Powers to Deal with Illegal Unauthorised Encampments**

In August 2012, the Government published *“Dealing with illegal unauthorised encampments”* which restates those powers that are already available. The guidance also includes one new addition - Section 150(2) of the Police Reform and Social Responsibility Act 2011. This enables local authorities to attach powers of seizure and retention of any property, which could include tents and sleeping equipment, in connection with any breach of a byelaw made under Section 235. This section also enables the courts to order forfeiture of any such property on conviction for contravention of any bylaw. Since the publication, there has been no guidance on use of these powers but there is a significant risk of legal challenge should these powers be deployed in relation to those who live in caravans.

### **The Community Safety Casework Team**

In the last year no hate incidents have been directly reported by Travellers to the Community Safety Casework Team. Low levels of trust in the statutory sector are considered a barrier in reporting from Traveller communities. The Friends, Families and Travellers continue to be a reporting centre to increase access to reporting and support. Encouraging reporting from travellers via visits to the Horsdean site and linking in with the Friends, Families and Travellers reporting centre continues. We will look to implement joint actions from the Sussex Police plan to address under-reporting of hate incidents in future.

In the last year, the Casework Team has been working in partnership with the Traveller Liaison team to ensure that any racist or abusive correspondence or behaviour is dealt with appropriately. As a result of this partnership seven referrals were received where travellers were targeted as a group, and the perpetrators warned of the consequences if their behaviour was repeated which has prevented repeat offending. Only one of the seven individuals that were warned has repeated the offensive behaviour in the last quarter and is being monitored.

### **Management of unauthorised encampments**

The council’s Traveller Liaison Team continues to manage unauthorised encampments in line with government guidance and following the procedures outlined in the strategy.

Following successes of Operation Monza last year, the number of officers involved has been increased. Regular meetings are held between the Police and the Council to develop joint working policies which has resulted in a tactical PIER plan (Prevention, Intelligence, Enforcement & Reassurance) being delivered in 2013.

The Traveller Team are developing closer working ties with their colleagues in Waste Enforcement and the Team works closely with Traveller Education and Health professionals to improve services.

## Outcome 1: Improve site availability

Strategic Action	Target	Current Position	Lead Partner
<b>Goal 1</b>	<b>Develop a new permanent Traveller site</b>		
Consult on preferred site prior to planning application	March - April 2012	Complete: preferred site identified and local consultation taken place	Brighton & Hove City Council
Obtain planning permission for preferred site	Updated timescale: Application delayed from 2012 to 2013	In progress: Planning application submitted September 2013	Brighton & Hove City Council & South Downs National Park
Develop site	Subject to planning permission	Expected development now 2014	Brighton & Hove City Council
Develop allocations and management policies	Subject to planning permission	To be in place for site opening	Brighton & Hove City Council
Open site	Subject to planning permission	Expected opening now late 2014	Brighton & Hove City Council
<b>Goal 2</b>	<b>Ensure effective management and use of the Horsdean Transit Site</b>		
Appoint a site warden for the Horsdean Transit Site	Recruitment planned for Spring 2012	Complete. Site warden appointed July 2012. Considering potential to increase support	Brighton & Hove City Council
Review occupancy of the Transit Site to provide capacity to help minimise unauthorised encampments	Spring/Summer 2012 (and ongoing after)	Ongoing. Site re-opened after the installation of a fire hydrant and for necessary security and drainage works completed in the Summer 2013	Brighton & Hove City Council
Improve the collection of fees and service charges and deal effectively with arrears	Summer 2012 (and ongoing after)	Ongoing. Collection has been improved by the appointment of a site warden	Brighton & Hove City Council

Strategic Action	Target	Current Position	Lead Partner
<b>Goal 3 Develop procedures for Tolerated sites</b>			
Research Good Practice and develop guidance on toleration	Spring 2013	Drafting completed. Consultation and EIA to follow	Brighton & Hove City Council
Consult and Equality Impact Assessment	Subject to guidance	To be done once draft guidance has been produced	Brighton & Hove City Council
Implement	Subject to guidance	Delayed to ensure policy meets current good practice, guidance and legal compliance	Brighton & Hove City Council
<b>Goal 4 Consider the need for future site provision</b>			
Traveller accommodation needs assessment	Subject to guidance but required to plan for post 2016 need	Discussions in progress with adjoining authorities to jointly assess needs	Brighton & Hove City Council
Monitor size, duration, frequency, make up of unauthorised encampments	Build up a picture of need and demand particularly once permanent site open	Ongoing. Unauthorised encampments size and make up monitored	Brighton & Hove City Council
Implement further requirements of new government planning guidance	Subject to guidance	In progress: City Plan sets out requirements to 2019 and commits to further needs assessment for remaining Plan period	Brighton & Hove City Council
Plan according to new guidance	Subject to guidance	In progress: Traveller Accommodation Policy CP22 reflects new guidance	Brighton & Hove City Council
Ensure new City Plan recognises identified needs to 2016 and the need to consider future needs provision	Plan proposed adoption end 2013	In progress: City Plan sets out requirements to 2019 and commits to further needs assessment for remaining Plan period	Brighton & Hove City Council
<b>Goal 5 To provide advice to Travellers seeking to buy their own land for developing a site</b>			
Planning advice to travellers seeking to buy their own land for developing a site	Appropriate advice provided as and when required to build on existing good practice	Ongoing: To date there have been no approaches	Brighton & Hove City Council

## Outcome 2: Improve health, safety and wellbeing

Strategic Action	Target	Current Position	Lead Partner
<b>Goal 6</b> <b>Improve access to health and other support services for Travellers in the city</b>			
Conduct specific needs assessment on the health and wellbeing of Travellers	November 2012	Complete: The needs assessment was carried out during summer 2012	Public Health & NHS Sussex
Develop an action plan in response the findings of the needs assessment in order to improve access to healthcare services for members of the G&T Community	March 2013	Recommendations being implemented through the Annual Operating Plan 2013/14	Clinical Commissioning Group
Citywide review of Health Visitors to include the impact on the Travelling community	2012/14	Ongoing: Health visiting commissioned by NHS England and this will be taken forward through the Local Implementation Plan	NHS Sussex & Brighton & Hove City Council
<b>Goal 7</b> <b>To improve cultural awareness in health services</b>			
Cultural awareness training for Clinical Commissioners Group staff and lead clinicians	April 2013	Included in the Annual Operating Plan for 2013/14 Planning a Protected Learning Scheme taking place in November 2013	CCG & NHS Sussex
<b>Goal 8</b> <b>To improve ethnic monitoring in health and other services to include Travellers</b>			
The Trust will ensure that all service providers are aware of the monitoring framework and use it to monitor service uptake and experience in order to identify key issues for Traveller communities	Ongoing – to be reviewed as part of needs assessment	Completing a review of establish the level of ethnic and equalities monitoring amongst service providers	NHS Brighton & Hove

Strategic Action	Target	Current Position	Lead Partner
<b>Goal 9</b>	<b>Tackle domestic and sexual violence</b>		
Integrate actions to address domestic and sexual violence in Traveller communities into DV and SV Action Plans and in the Violence Against Women & Girls Strategy	Plan in place April 2012	In progress: actions included in 2013 Community Safety, Crime Reduction and Drugs Strategy. To be integrated with strategic and operational responses to other associated crime types, as part of the new strategy to prevent Violence against Women and Girls	Safe in the City Partnership
Develop a package of support for Travellers subject to the overall needs within the DV Commissioning Plan, SV Action Plan and the Violence Against Women & Girls Strategy	To be developed in 2012/13	In progress: Partnership seminar highlighted key barriers for Gypsies and Travellers trying to access services. Actions to deliver a package of support to be developed as part of the new strategy to prevent Violence against Women and Girls	Safe in the City Partnership working with other organisations
Integrate work of Traveller Education Team (Goal 13) with Healthy Schools Team work on gender equality / domestic and sexual violence prevention	2012/13. Integration of awareness and education work. Clear pathways to services for young people for Traveller children needing support	Ongoing: Integrated work ongoing within Healthy Schools agenda and DV specialist services	BHCC Healthy Schools Team

## Strategic Outcome 3: Improve education outcomes

Strategic Action	Target	Current Position	Lead Partner
<b>Goal 10</b>			
<b>Raise standards by ensuring successful education provision for Traveller children</b>			
New families are visited by Outreach Team to engage with families, assess need according to age and arrange admission into local school	1) All pre school children are engaged  2) All school aged children enrolled in local provision	1) All Early Years access outreach. 14 short stay Early Years access local pre school (Annual Report Oct 12)  2) Approximately 50% of roadside children not engaged.	Traveller Education Team
Children are supported into new school by peripatetic teacher	Successful admission and inclusion into new school	Ongoing	Traveller Education Team
Home school liaison provided by outreach team and Education Welfare Service to ensure good attendance	All children in school with attendance over 90%	Attendance of short stay approximately 79% actual/possible (Annual Report Oct 12)	Traveller Education Team & Education Welfare Service
Support provided to local school and their communities closest to new site via <ul style="list-style-type: none"> <li>training re cultural awareness and successful practice in integrating Traveller children</li> <li>additional teaching support to Traveller children with learning deficit</li> </ul>	1) All receiving schools cultural awareness training and educational resources  2) New Traveller children settled in schools and support plans in place where necessary	Subject to development of permanent site however training programme started	Traveller Education Team
Collaborate with voluntary sector and families to provide/access out of school activities	New children integrating into local community	Ongoing: Working with voluntary sector on bespoke family learning arranged in local school. Collaborative working with youth service and playbus	Youth Service, Traveller Education Team, Traveller Organisations

Strategic Action	Target	Current Position	Lead Partner
<b>Goal 11 Raise the engagement with learning opportunities for all traveller families visiting Brighton and Hove</b>			
To continue to provide a specialist/outreach provision to support all Traveller families to access learning opportunities	Increase uptake in local provision including family learning	Ongoing: Specialist / outreach in place as above	Traveller Education Team
To provide additional teaching support for those with learning deficit (due to mobility)	Improvement in attainment - Foundation Stage, KS2 and 4	Ongoing: Peripatetic teachers assess before or day 1 of enrolment (only short stay pupils)	Traveller Education Team & Schools
To offer alternative education provision where required for 14-19 secondary aged pupils	Improved uptake of educational opportunities	Ongoing: Traveller pupil needs profile raised with schools and colleges re transition and accessing college opportunities via Vulnerable Learners Network	Traveller Education Team & Engagement Team
Involve Traveller groups in education services development	Consult with local Travellers	Ongoing: Traveller families consulted over action plan. Their views recorded and collated	Traveller Education Team & Schools/Nurseries
<b>Goal 12 Secure engagement of families from the early years</b>			
To deliver weekly outreach under 5s play sessions to all families using the Traveller education team playbus in partnership with health and other professionals.	To engage all newly arrived families with mainstream services. eg children centres, early years settings and specialist services eg speech and language therapists	Ongoing: Weekly multi agency outreach visits in place and specialist services accessed. Health outreach to additional visits to transit	Traveller Education Team & Health visitors
To provide a parent and under 5s drop-in group for Traveller parents on site	Attendance and participation in the bespoke group within Children's Centre and to increase participation and inclusion in wider children centre activities	Ongoing: Bespoke group until Christmas when families left area. Transit being refurbished and bespoke to be re-planned when transit reopens	Early Years Coordinator Traveller Education Team Moulsecoomb Children's Centre



Strategic Action	Target	Current Position	Lead Partner
Involve Traveller groups in education services development	Improve participation and uptake of 2 yr old nursery funding	In progress: Formal consultation took place in June/July. Participation in GRT History Month	Health Visitors, Early Years Coordinator, Traveller Education Team
To provide training to early years settings, children's centres, school staff re good practice in working with GRT families as both bespoke and part of LEAs training programme	Increased skills and confidence of EYs staff in working with GRT families – result increase in uptake of mainstream provision	Ongoing: Provided Equalities training with City EYs and childcare team. Joint training with EMAS. Training given to PVI's. Contributed to "Celebration of Good Practice in Early Years" regional conference	Traveller Education Team
To arrange nursery places when necessary to newly arrived families and support child into nursery, to provide teaching support to children with an identified need	Increased uptake of Early Years Educational Entitlement (EYEE)	Ongoing: 14 pre school children supported into nursery. EYEE funding arranged (Annual Report Oct 12)	Traveller Education Team
<b>Goal 13</b>	<b>Improve further the awareness in schools about Traveller History and Culture</b>		
Offer cultural awareness training to all educational establishments and to embed this in LEAs rolling training programme	Uptake of training	Ongoing. Various Cultural awareness training in LA workforce development programme	Traveller Education Team, Healthy Schools Team
Promote national initiatives such as Gypsy Roma Traveller History Month and encourage schools to participate	Schools participation in GRT History Month	Ongoing: Successful GRT History Month events held in June 2013. Schools participation in GRT month plus participation in national competition	Traveller Education Team, Partnered with Traveller Organisations
Involve Traveller groups in education services development of cultural awareness and equalities training	Travellers Participation in training	Ongoing: Collaborative working with Travellers on GRT History Month. Traveller led event – musical evening at Hove Town Hall	Traveller Education Team, Partnered with Traveller Organisations and individuals
Continue to contribute to schools curriculum diversity by providing lesson models, resources and artefacts.	Culturally reflective curriculum in schools with Traveller children on roll	Ongoing: Reference the Annual Report 2011-12	Traveller Education Team, Healthy Schools Team
Information for schools updated and available via website	Schools have accessible resources	Website undergoing revision	Traveller Education Team

## Strategic Outcome 4: Improve community cohesion

Strategic Action	Target	Current Position	Lead Partner
<b>Goal 14</b> <b>Increasing awareness of different cultures</b>			
Develop a greater understanding amongst the media of Traveller issues	Ongoing work	Work is ongoing to support the Traveller team and provide a clear and consistent message	Brighton & Hove City Council
Improve further the awareness in schools about Traveller History and Culture	Various (see Goal 12)	Ongoing: Various (see Goal 12)	Traveller Education Team, and Traveller Orgs.
BHCC Promotion of GRT History Month	June - annually	Promoted the community event organised to mark Gypsy Roma Traveller History Month 2013 and provided funding for event	BHCC Communities & Equality Team
Run regular Councillor Traveller awareness sessions	2012 & 2013 (and every 2 years following elections)	Member Development session held in 2012 and a Travellers seminar has been added to the Member Development plan 2013/14	Brighton & Hove City Council
Traveller staff – workforce monitoring and action/support from BME Workers Forum	Various as part of People Strategy and Implementation plan	Equalities monitoring form updated in March 2013 Identifying Gypsy or Irish Traveller as a separate ethnic group. Ongoing work to increase the number and diversity of BME Workers Forum membership	Brighton & Hove City Council
Improve Community Development Workers / Local Action Teams	July 2012 and ongoing	Currently on hold. Review in future based on the provision of permanent site	BHCC, Friends Families & Travellers
<b>Goal 15</b> <b>Involve Travellers and their advocates in service design and delivery</b>			
Set up a Brighton & Hove Traveller Forum	Following discussions with Community Safety Team and representatives of the Travelling Community the development of the Forum is on hold until the permanent site is developed or there is a demand for a forum coming from the Travelling community. Costed options are being put together.		Brighton & Hove City Council
Progress opportunities for supporting Travellers into work and learning	To be determined	In progress. Potential European funding being explored and links to City Employment & Skills Plan	Brighton & Hove City Council

Strategic Action	Target	Current Position	Lead Partner
Involve Travellers in development and design of permanent site	Updated timescale. Throughout 2012-2014	In progress. First stages of Traveller consultation complete	Brighton & Hove City Council
Consult on procedures for Tolerated sites	Subject to draft guidance	To be completed once draft guidance has been produced [See Goal 3]	Brighton & Hove City Council
Involve Travellers in service development, cultural awareness, equalities training	Travellers participating in training	Ongoing. Building upon previous successes	Traveller Education Team, Schools/Nurseries, Traveller Orgs.

## Goal 16

### Effective management of unauthorised encampments

To review and update the Operation Monza Tactical Plan	Annual review according to operational need	Monza reviewed and expanded. Team extended to 3 Police and PCSOs. Multi-agency group developed a tactical Prevention, Intelligence, Enforcement & Reassurance Plan (PIER) for 2013	Sussex Police
To provide a dedicated full time Traveller Liaison Officer	Full time officer in post	Ongoing: A full time officer has been in post for several years	Sussex Police
Ensure Section 61 and Section 62A CJ&POA 1994 applications comply with guidance	As far as possible all applications are to be considered by local Commanders to ensure consistency	Ongoing	Sussex Police
Provide a consistent response to all unauthorised encampments	Develop a joint Sussex Wide Unauthorised Encampment Protocol	Good ongoing progress between Police and Local Authorities	Sussex Police, Brighton & Hove City Council, East & West Sussex councils
Pro-actively liaise with any settled community affected by an encampment	Ongoing	Ongoing. Community engagement through a range of expanding mechanisms including residents visits, leaflets LAT meeting and Twitter	Brighton & Hove City Council

Strategic Action	Target	Current Position	Lead Partner
Expand Operation Monza into a joint approach	Council Traveller Liaison Officer to accompany Police on daily visits to sites	Ongoing discussions with other areas of the Council to carry out multi-disciplinary visits	Sussex Police & Brighton & Hove City Council
Provide necessary support the those residing on an unauthorised encampment	Ongoing	Ongoing: Work already in progress	Brighton & Hove City Council
Take appropriate action to move on an encampment based on community impact and Traveller needs	Ongoing	Ongoing. New Community Impact document developed and being trialled	Brighton & Hove City Council
Work across the region to share good practice	To work through the new Sussex Joint Local Authority Traveller Forum	Ongoing	Brighton & Hove City Council

## Goal 17

### Ensure sensitive sites are protected

Develop a corporate proactive approach to the protection of sensitive sites within available resources	To be developed during 2012/13	Cityparks are maintaining and continuously reviewing existing protection measures around the city. Improvements are made where they are affordable within existing budgets	Brighton & Hove City Council
Assess sites on an ongoing basis in response to unauthorised use	Ongoing monitoring of sites	Ongoing: Successful works carried out to Withdean Park, Greanleas Recreation Ground and the Ladies Mile Nature Reserve.  Improvements have also been made to Carden Park and Hollingbury Park	Brighton & Hove City Council

Strategic Action	Target	Current Position	Lead Partner
<b>Goal 18 Tackling crime, anti-social behaviour and nuisance</b>			
To review and update the Operation Monza Tactical Plan	Annual review according to operational need	Monza has been reviewed and updated. A multi-agency group has developed a tactical PIER plan (Prevention, Intelligence, Enforcement & Reassurance) to be delivered in 2013	Sussex Police
To provide a dedicated full time Traveller Liaison Officer	Full time officer in post	Ongoing: A full time officer has been in post for several years	Sussex Police
Provide a prompt, efficient and sustainable waste collection service that tackles fly-tipping	New contract to start August 2012	Completed and ongoing: 6 x 1100litre waste bins being emptied once a week	Brighton & Hove City Council
<b>Goal 19 Tackling racism, sexism and homophobia</b>			
Developing new ways to encourage the reporting of crimes and incidents will be taken forward by community safety services and included within a work programme to develop community based reporting centres throughout the city for hate crimes.	Work to be undertaken during 2012 and will be completed by March 2013	Ongoing: Although in the last year there have not been any hate incidents directly reported by the travellers to the casework team, as a result of partnership with Traveller Liaison Team 7 referrals have been received through this route	Joint Community Safety Delivery Unit
<b>Goal 20 Develop a protocol for addressing Van Dwellers who are often mistaken for Travellers</b>			
Develop protocol, Equality Impact Assess, consult, launch	To be developed in 2012/13	Drafting in progress	Brighton & Hove City Council

# Housing Strategy Team

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Brighton & Hove  
City Council

<b>Subject:</b>	<b>Traveller Commissioning Strategy: One Year On</b>		
<b>Date of Meeting:</b>	<b>8 October 2013</b>		
<b>Report of:</b>	<b>Executive Director of Environment, Development &amp; Housing</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Andy Staniford</b>	<b>Tel: 29-3159</b>
	<b>Email:</b>	<b>andy.staniford@brighton-hove.gov.uk</b>	
<b>Ward(s) affected:</b>	<b>All</b>		

**FOR GENERAL RELEASE**

**1. SUMMARY AND POLICY CONTEXT:**

- 1.1 The Traveller Commissioning Strategy 2012 and Action Plan were approved by Full Council on 22 March 2012.
- 1.2 The development of this strategy was shadowed by an Environment & Community Safety Overview & Scrutiny Traveller Scrutiny Panel.
- 1.3 The Response to the recommendations of the Traveller Scrutiny committed the Council to producing an annual monitoring report for the relevant Member Committee and this is the first of those updates.
- 1.4 Progress has been highlighted in this report and the full monitoring update is attached as Appendix 1.

**2. RECOMMENDATIONS:**

- 2.1 That Environment, Transport & Sustainability Committee notes the progress made, achievements and challenges in delivering the strategy (Appendix 1).

**3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:**

- 3.1 The Traveller Commissioning Strategy 2012 and Action Plan were approved by Full Council on 22 March 2012.
- 3.2 In addition to reaffirming our commitment to the permanent Traveller site, our new strategy offers a fresh and co-ordinated partnership approach to addressing the key issues facing the Traveller and settled communities. Progress has included:
  - A new dedicated officer recruited at Horsdean to improve site management

- A new waste management contract approved to improve our response to site clearances
  - A Traveller Health Needs Assessment with key actions included in the NHS Operating Plan for 2013/14
  - Celebration of Gypsy, Roma and Traveller Month in June with Traveller pupils attending local schools winning national awards
  - Increased take up of nursery provision by Traveller families
  - New joint Police and the Council working policies which have resulted in the tactical PIER plan (Prevention, Intelligence, Enforcement & Reassurance) to help tackle unauthorised encampments
- 3.3 The development of this strategy was shadowed by an Environment & Community Safety Overview & Scrutiny Traveller Scrutiny Panel.
- 3.4 The Traveller Scrutiny Panel was chaired by Dr. Aidan McGarry, School of Applied Social Science, University of Brighton. The other panel members were Councillors Littman, Simson and Robins.
- 3.5 The panel held capacity building and evidence gathering sessions where it heard from 31 witnesses representing Council services, other public sector bodies such as the Police and NHS Sussex, the Community & Voluntary Sector, resident groups, politicians and representatives from other authorities. The panel also visited the Horsdean Transit site to talk to Travellers living in Brighton & Hove.
- 3.6 The panel's final report has highlighted that:
- 'The panel welcomed the draft Strategy because it:*
- *Represented a significant step forward in describing the needs of the Traveller community and determining which outcomes a Traveller Strategy for this city wished to achieve*
  - *Contained a comprehensive set of high level goals about meeting the needs of Travellers and the settled community*
  - *Had addressed both the needs of Travellers and the settled community in those goals*
  - *Had been based on a two stage consultation process'*
- 3.7 The Response to the recommendations of the Traveller Scrutiny Panel were presented at Environment & Sustainability Cabinet Member Meeting on 15 March 2012 and committed the Council to producing an annual monitoring report for the relevant Member Committee.
- Who we define as Travellers:
- 3.8 Travellers' is a collective term used to describe different groups who have a nomadic lifestyle or tradition/heritage of nomadism. Romany Travellers, English, Irish, Welsh and Scottish Travellers are recognised in law as ethnic groups and are identified as having a shared culture, language and beliefs. Romany Gypsies have been in England for over 600 years and Irish Travellers have a long history of travelling and living in this country.
- 3.9 The term 'Travellers' also covers some groups not currently recognised as ethnic groups including 'New Travellers' who are non-traditional travellers (most of whom originate from the settled community, although some children have been



born into New Traveller communities) and Travelling showpeople. It also covers those who have stopped travelling due to ill health old age or young children.

#### Van Dwellers:

- 3.10 Brighton & Hove also has a population locally termed as Van Dwellers. Van Dwellers are usually found living in their vehicles on the roadside or on unauthorised encampments and are generally not nomadic. Van Dwellers are not considered to meet the definition of a Traveller in any national policy as collectively they are not a recognised ethnic group nor are they considered New Travellers as they are effectively permanently resident in the city, such as through work or education. This distinction between Travellers and Van Dwellers is often not recognised by local people who experience lived-in vehicles parked outside their homes, often for many days, which can further inflame tensions against Travellers. As lived-in vehicles are an issue for the city, a separate protocol for van dwellers is planned.

#### Traveller Inequality:

- 3.11 The report 'Inequalities experienced by Gypsy and Traveller Communities: A Review' by the Equality & Human Rights Commission in 2009 shows that Traveller communities experience extensive inequalities, such as:
- Travellers die earlier than the rest of the population
  - They experience worse health, yet are less likely to receive effective, continuous healthcare
  - Children 's educational achievements are worse, and declining still further
  - Participation in secondary education is extremely low
  - Employment rates are low, and poverty high
  - Insecure lifestyles associated with repeated evictions can have a negative psychological impact upon children
  - There is an increasing problem of substance abuse among unemployed and disaffected young people
  - There are high suicide rates among the communities
  - Travellers who live in bricks and mortar housing can experience racist hostility from neighbours and isolation from their communities
  - There is a lack of access to culturally appropriate support services for people in the most vulnerable situations, such as women experiencing domestic violence
- 3.12 The EHRC report highlights that lack of suitable secure accommodation underpins many of the inequalities that Traveller communities experience.

#### Resident Concerns:

- 3.13 Responses to this consultation, resident complaints, recent public events and articles in the local press have highlighted a number of resident concerns which are almost exclusively focussed on unauthorised Traveller encampments in local communities, and include problems such as:
- the loss of public space
  - anti-social behaviour, crime and nuisance
  - rubbish and fly tipping
  - damage to the environment
  - cost of site clearance and legal action

## 4. Our Strategy, Progress and Challenges

- 4.1 In response to the needs of Traveller communities and concerns of local people, the Traveller Commissioning Strategy 2012 has been focussed on 4 key outcomes and has a vision of:

*Balancing the needs of Traveller communities and the City's settled communities to reduce inequality and improve community relations*

- 4.2 Our strategy has been divided into 4 main outcomes with a summary of our progress and challenges outlined below:
- Outcome 1: Improve site availability
  - Outcome 2: Improve health, safety and wellbeing
  - Outcome 3: Improve education outcomes
  - Outcome 4: Improve community cohesion

### Outcome 1: Improve site availability

- 4.3 An appropriate supply of properly managed pitches will help to reduce the level of unauthorised encampments which will not only reduce conflict and tension between communities but it will help Travellers access health and education services.
- 4.4 At the Council's Cabinet meeting in March 2012 Members endorsed Horsdean as the preferred location for the new permanent Traveller site. This new site, providing 12 permanent pitches, will be an extension of the existing transit site. Over the past months the Council has continued to work with the South Downs National Park Authority to take forward the planning application which has now been submitted. As the site falls within the National park it is important that the design of the site not only meets the needs of Travellers but does not spoil the natural beauty of landscape.
- 4.5 Overall there were 55 unauthorised encampments in 2012/13, an increase on 2011/12 although one reason for this is that we have been moving encampments on more quickly which leads to more encampments as groups fragment to other parts of the city. The last 3 years we have seen an increase in the number of encampments during the Spring and Autumn months with a decrease in Travellers visiting during the Summer and Winter months. A new waste contract helps to ensure refuse does not become a nuisance and that sites are effectively and swiftly cleared once.
- 4.6 A Site Warden has been appointed at the Horsdean Transit site. Their presence on the site has greatly improved the management and income collection, and has provided support for those residents on site and enabled access to other services.

### Outcome 2: Improve health, safety and wellbeing

- 4.7 Travellers have a much poorer health and a significantly lower life expectancy than the general population. As with all sections of society, ensuring the health, safety and wellbeing of the Traveller communities not only raises the quality of life for one of our most disadvantaged communities, it also reduces long terms costs public health costs.

- 4.8 As a result of the Traveller Commissioning Strategy the former Primary Care Trust commissioned research into the health needs of local Travellers. The resulting report informed the Clinical Commissioners Group (CCG) and City Council of priority areas for addressing Traveller needs and its findings are being incorporated into the Joint Strategic Needs Assessment.
- 4.9 In addition the Brighton & Hove CCG Annual Operation Plan 2013/14 outlines the CCG's commitment to work with partners to implement the recommendations covering a range of service areas including improvements to:
- Outreach health services
  - GP services
  - Specialist health services
  - Communication and record keeping
  - Public and patient engagement
  - Improve ethnic monitoring
- 4.10 To support strategic coordination and improved outcomes for Gypsies and Travellers experiencing domestic violence the Community Safety Team held a partnership conference that brought together stakeholders from a range of agencies to raise awareness of the need for coordinated action as well as identify practical solutions. Following on from the conference, the development of the new Strategy to Prevent Violence against Women and Girls will incorporate actions to deliver a package of support for Travellers.

Outcome 3: Improve education outcomes

- 4.11 Nationally, Traveller children are the lowest achieving group in our schools. This has been and remains a long standing issue. We want to help embed the value of education throughout the family and make sure that children and young people from Travelling communities are able to access suitable education and training that enables them to attain educational standards that raises economic and employment opportunity.
- 4.12 Following an early years outreach play at the Horsdean transit site a number of families expressed an interest in nursery provision. The Traveller Education Early Years teacher arranged accompanied visits to One World Nursery and supported form filling. Staff received training to ensure successful inclusion in setting. Families who left Horsdean transit site have independently contacted the nursery on their return to city to re-admit children. It is hoped that families will continue to remain confident and independent participants in pre school provision.
- 4.13 Held in June, the Gypsy Roma Traveller History month was a joint initiative between the East Sussex Traveller Education Team in consortium with Brighton & Hove City Council and Friends, Families and Travellers. Highlights included:
- Presentation on "Traveller Roots around the City" by Janet Keet-Black, who is a Romany and local historian highlighting the evidence of long standing historical associations with the city.
  - Following on from last year's performance of "Crystal's Vardo" by Suzanna King presented by Friends, Families and Travellers at the Pavilion Theatre, the play has subsequently been performed in three schools and highlights the effect bullying can have on Traveller children and how raising cultural awareness can reduce discrimination.

- For the 5th consecutive year, Traveller pupils attending schools in the city were awarded prizes in the Gypsy Roma Traveller History month national schools competition. Seven local schools celebrated GRT History month and participated in the competition.

#### Outcome 4: Improve community cohesion

- 4.14 Both Travelling and settled communities would like to see an end to unauthorised encampments but unfortunately until there are more stopping places for Travellers then unauthorised encampments will continue to impact on the lives of both the Travelling and settled communities. However, effective community cohesion is about more than unauthorised encampments, it is about helping the city's diverse communities understand one another to get past the common myths, prejudices and stereotypes and to ensure that all those who have a stake in the city are able to get involved in decisions about the services that affect them. This outcome also seeks to reduce fear of crime, domestic and sexual violence, anti-social behaviour, racism, sexism and homophobia and ensure community cohesion is improved across all of our communities.
- 4.15 The council's Traveller Liaison Team continues to manage unauthorised encampments in line with government guidance and following the procedures outlined in the strategy. The Traveller Team are developing closer working ties with their colleagues in Waste Enforcement and the Team works closely with Traveller Education and Health professionals to improve services.
- 4.16 Following successes of Operation Monza last year, the number of officers involved has been increased. Regular meetings are held between the Police and the Council to develop joint working policies which has resulted in a tactical PIER plan (Prevention, Intelligence, Enforcement & Reassurance) being delivered in 2013.
- 4.17 In the last year no hate incidents have been directly reported by Travellers to the Community Safety Casework Team. Low levels of trust in the statutory sector are considered a barrier in reporting from Traveller communities. The Friends, Families and Travellers continue to be a reporting centre to increase access to reporting and support. Encouraging reporting from travellers via visits to the Horsdean site and linking in with the Friends, Families and Travellers reporting centre continues. We will look to implement joint actions from the Sussex Police plan to address under-reporting of hate incidents in future.

## **5. COMMUNITY ENGAGEMENT AND CONSULTATION**

- 5.1 In keeping with the Community Engagement Framework, consultation with Travellers, partner agencies and support groups (such as Friends, Families and Travellers) and the settled community has been essential to ensure that the Travellers Commissioning Strategy meets needs in an effective way.
- 5.2 In addition, the Traveller Scrutiny Panel held capacity building and evidence gathering sessions where it heard from 31 witnesses representing Council services, other public sector bodies such as the Police and NHS Sussex, the Community & Voluntary Sector, resident groups, politicians and representatives

from other authorities. The panel also visited the Horsdean Transit site to talk to Travellers living in Brighton & Hove.

## 6. FINANCIAL & OTHER IMPLICATIONS:

### Financial Implications:

- 6.1 The Council's 2013/14 net revenue budget for Travellers is £0.521m.

The costs arising through the implementation of the action plan associated with this strategy are being met through current resources of both the Council and partners and any potential budget pressures reported as part of the monthly budget monitoring process.

*Finance Officer Consulted: Neil Smith*

*Date: 03/09/13*

### Legal Implications:

- 6.2 The Traveller Commissioning Strategy is informed by the Council's responsibilities under the Equality Act 2010. The Strategy is aimed at reducing inequality and improving community cohesion.

In August 2013 the Government issued Guidance to Local Authorities entitled "Dealing with Unauthorised Encampments". This summarised the powers that are in place for authorities to use in cases of unauthorised encampments as well as offering advice on practical steps. Council officers will prepare a briefing for Members summarising the guidance and explaining how the Council's strategy aligns with it.

As this is a report for noting there are no other issues to be taken in to account.

*Lawyer Consulted: Simon Court*

*Date: 29/08/13*

*Lawyer Consulted: Hilary Woodward*

*Date: 05/09/13*

*Lawyer Consulted: Elizabeth Culbert*

*Date: 19/09/13*

### Equalities Implications:

- 6.3 Travellers are an often marginalised group with a way of life that the authority seeks to protect whilst at the same time considering the needs of local residents. Gypsies, Roma and Travellers as a group suffer a high level of inequality, particularly around life expectancy, health and education issues, and suffer from discrimination and racial hatred.
- 6.4 Gypsies and Irish Travellers were recognised as distinct racial groups under the Race Relations Act 1976 and continue to be recognised as such under the Equality Act 2010.
- 6.5 The whole Strategy, its vision, outcomes and goals are focussed on reducing inequality and improving community cohesion between Travelling and settled communities. Alongside improving health and education outcomes specific goals are also focussed on inclusion, including:
- Goal 13: Improve further the awareness in schools about Traveller History and Culture
  - Goal 14: Increasing awareness of different cultures

- Goal 15: Involve Travellers in service design and delivery

6.6 An Equality Impact Assessment was carried out as part of the development of the Traveller Strategy to help shape our strategic outcomes, goals and actions.

Sustainability Implications:

6.7 The repeated evictions of travelling groups from the city's parks, historic and otherwise important sites only to see them again camp on a similar site is causing distress to travelling groups, local people and the environment.

6.8 In focussing protection measures on locations most unsuitable for encampments and allowing toleration in limited circumstances the report seek to minimise the impact on residents and Travellers and also prevent further damage to the city's important open spaces.

Crime & Disorder Implications:

6.9 If we are successful in achieving Objective 1: Improve site availability this will have an immediate impact on community cohesion by minimising the unauthorised encampments that inflame community tensions.

6.10 To address crime, anti-social behaviour and nuisance the Strategy has been developed through close working with Sussex Police and the Crime & Disorder Reduction Partnership with related goals and actions in the strategy:

- Goal 9: Tackle domestic and sexual violence
- Goal 16: Effective management of unauthorised encampments
- Goal 18: Tackling crime, anti-social behaviour and nuisance
- Goal 19: Tackling racism, sexism and homophobia

Risk and Opportunity Management Implications:

6.11 With a national shortage of stopping places for Traveller and limited resources available in the city there are a number of risks associated with the Traveller strategy which will be closely monitored:

- **Obtaining planning permission for the permanent site** as the preferred location is in the South Downs National Park. Officers have been working closely with their counterparts and Members of the National Park Authority to ensure they approve of our methodology and approach to the site selection process.
- **It is not possible to prevent unauthorised encampments and determined incursion past security measures** however the strategy seeks to proactively minimise the potential for this and take robust action when it does occur. In addition, the recruitment of a dedicated manager for the Horsdean Transit site with ongoing occupancy reviews will help us make best use of our transit pitches.
- **Community cohesion may continue to be damaged if there are more high profile encampments.** A coordinated approach involving politicians, the local authority, the Police and the media will be critical in reassuring all communities and tackling nuisance. If Operation Monza is implemented by the Police it would receive additional support from local authority staff.
- **Toleration could cause environmental damage** to sites. Guidance for officers on toleration has been developed. Toleration will only be allowed in limited circumstances and carefully monitored.

- **A possible honey pot effect** with the permanent site attracting more Travellers to the area. This will be monitored closely with rigorous action on unauthorised encampments particularly as the permanent site will free up space on the transit site to help us address encampments. In addition, the allocations policy for the permanent site is likely to include criteria around local connection and welfare need.
- **The city's need for Traveller pitches has only been identified up to 2016** (which will be partially met by the provision of the permanent site with 12 pitches). It is possible that more pitches may be required beyond this date. Pitch needs will be reviewed during the lifetime of the strategy.
- **Van Dweller encampments** can increase tensions against Travellers. A separate protocol is being developed for van dwellers.

Public Health Implications:

- 6.12 Research has shown that Traveller health is far worse than the population as a whole, particularly around life expectancy, infant mortality and maternal mortality, mental health and suicide. These health inequalities are attributed to a combination of factors including lack of stable accommodation to promote effective service engagement, educational disadvantage, environmental hardship, social exclusion and cultural attitudes.
- 6.13 The Traveller Commissioning Strategy 2012 has been developed in partnership with Public Health and NHS Sussex (Brighton & Hove), which authored the chapter on Traveller Health & Wellbeing Needs and which has led to Outcome 2: Improve health, safety and wellbeing of the Strategy and its associated goals.
- 6.14 The success of our health objective is heavily dependent on Objective 1: Improve site availability which will help Travelling communities and professional build the trust and relationships essential for effective health, care and support services.

Corporate / Citywide Implications:

- 6.15 Traveller inequality not only impacts on the quality of life of Travellers but has an impact on public services and the public purse. By improving site provision for Travellers we will improve service engagement which will in turn help to improve Traveller health, education and employment opportunities.
- 6.16 Effective action to minimise and manage unauthorised encampments is essential to support local residents, the Traveller community and to protect the city's open spaces. An ineffective approach is likely to exacerbate the number of encampments with additional associated community tensions and costs.
- 6.17 The Traveller Commissioning Strategy has not been developed in isolation but has been led by the Housing as part of a wider partnership throughout the Council that includes Public Health, the Learning & Partnerships, Communities & Equalities, City Infrastructure, Planning & Public Protection.
- 6.18 This partnership approach has also extended beyond the Council to include NHS Brighton & Hove, Sussex Police and the Education Welfare Service provided by East Sussex County Council.

**7. EVALUATION OF ANY ALTERNATIVE OPTION(S):**

- 7.1 The previous approach resulted in a cycle where travellers were moving from high profile site to high profile site as their preferred locations were no longer available. This resulted in increased costs and community tensions to the detriment of Travellers and the settled community alike.
- 7.2 An alternative approach to increase enforcement and eviction action merely accelerated the cycle of Travellers moving from high profile site to high profile site as moving the encampments quicker caused them to fragment into a larger number of smaller encampments with associated impacts on community cohesion and Traveller welfare.
- 7.3 To completely resolve the issues around unauthorised encampments and facilitate a stable pitch for all Travellers would require a national approach to site provision together with changes in the law which are beyond our remit.

## **8. REASONS FOR REPORT RECOMMENDATIONS**

- 8.1 The Response to the recommendations of the Traveller Scrutiny Panel were presented at Environment & Sustainability Cabinet Member Meeting on 15 March 2012 and committed the Council to producing an annual monitoring report for the relevant Member Committee. Appendix 1 is the first annual monitoring report.

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. One Year On: the Traveller Commissioning Strategy in Action

### **Documents in Members' Rooms:**

None

### **Background Documents:**

1. Traveller Commissioning Strategy 2012, Full Council, 22 March 2012
2. Response to the recommendations of the Environment & Community Safety Overview & Scrutiny Traveller Scrutiny Panel shadowing the development of the new Traveller Commissioning Strategy 2012, Environment & Sustainability Cabinet Member Meeting, 15 March 2012



## AGENDA ITEM

### Panels update – January 2014

**Youth Justice:** We are waiting for the most recent inspection report before re-convening in Spring 2014.

**Homelessness:** The report will be presented at February 2014 HWOSC.

**Alcohol:** The report will be presented at April 2014 HWOSC.

**Social Value:** The panel members have been selected and the panel is due to commence in Spring 2014.

**Services for children with Autistic Spectrum Conditions:** We are currently writing the panel report and intend to present it to April 2014 HWOSC.

**Bullying in Schools:** The panel has held three evidence gathering meetings and the draft report and recommendations are currently being written up. The report of the panel is due to go to April 2014 HWOSC.

**Community Engagement Framework:** Scrutiny have discussed this with the Communities Team and we hope to run a workshop on the issue in early 2014.

**Seafront Infrastructure:** We are scoping Jan/Feb 2014.

**Models of Service Delivery:** TBA in 2014.

**Party Houses:** We are holding evidence-gathering meetings in Jan/Feb 2014.

**Community use of school playing fields:** Scrutiny has had initial conversations with the Director of Children's Services who is keen to progress the issue. Further work is continuing on the project.

**Adult Care Future Service Delivery Models:** The panel has held two informal meetings considering a range of possible service models for ASC Provider services. The minutes from these meetings and a series of recommendations from the panel members will inform a report to P&R in late 2013.

**Financial Inclusion work:** the following three areas are going to be looked at together in 2014 to co-ordinate with the work of the Policy and Public Health teams:

- 1) **Benefit Changes/financial inclusion**
- 2) **Credit unions/payday loans**
- 3) **BHCC interactions with debtors**

