

Public Document Pack

COUNCIL APPENDICES

Wednesday, 16th November,
2011
at 2.00 pm

APPENDICES ATTACHED TO THE LISTED REPORTS

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TUESDAY, 8 NOVEMBER 2011

DIRECTOR OF CORPORATE SERVICES

DECISIONS BY CABINET 26th September 2011

On consideration of the following reports, Cabinet on the 26th September 2011 agreed the following:

In accordance with the Education Acts and having had regard to s2 Local Government Act 2000 and the provisions of the Community Strategy:

SECONDARY SCHOOL ESTATE PROGRAMME 2011/12

- (i) To vire, in accordance with the Financial Procedure Rules, a sum of £4,500,000 from the Secondary School Estate Capital budget to the following schemes:
 - £650,000 Bitterne Park Capital Investment
 - £670,000 Chamberlayne College Capital Investment
 - £650,000 Regents Park Capital Investment
 - £575,000 Sholing Tech. Capital Investment
 - £600,000 St. Anne's Capital Investment
 - £520,000 St. George Capital Investment
 - £485,000 Upper Shirley High Capital Investment
 - £350,000 Secondary Investment Programme Contingency
- (ii) To approve, in accordance with Financial Procedure Rules, capital expenditure of £4,500,000 from the Children's Services & Learning Capital Programme, for investment in the secondary school estate.

PARKING STANDARDS SUPPLEMENTARY PLANNING DOCUMENT (SPD)

- (i) To approve and adopt the Parking Standards Supplementary Planning Document

TOWN DEPOT – CAPITAL EXPENDITURE FOR DEMOLITION

- (i) To approve in accordance with Financial Procedure Rules capital expenditure of £550,000 phased approx. £250,000 in 2011/12 and approx. £300,000 in 2012/13.
- (ii) That the Head of Property and Procurement is granted Delegated Powers to vary the scope and programme of the work following consultation with the Cabinet Member for Resources, Leisure and Culture within the overall budget parameters of the scheme.
- (iii) To delegate authority to the Chief Financial Officer, following consultation with the Cabinet Member for Resources, Leisure and Culture to approve additional expenditure of £100,000 for the demolition and associated costs, bringing the total scheme up to a maximum of £650,000.

DISPOSAL OF THE FORMER EASTPOINT CENTRE FOR TRAINING AND EMPLOYMENT USES

Having complied with paragraph 15 of the Council's Access to Information Procedure Rules:

- (i) To approve the terms of disposal as set out of this report.
- (ii) To delegate the detailed terms of disposal to the Director of Economic Development after consultation with the Head of Property and Procurement and the Head of Legal Democratic Services

DECISIONS BY CABINET 24th October 2011

On consideration of the following reports, Cabinet on the 24th October 2011 agreed the following:

RESPONSE TO THE SCRUTINY INQUIRY REPORT ON PRIMARY SCHOOL EDUCATIONAL ATTAINMENT FOR CHILDREN WITH SPECIAL NEEDS

- (i) To approve the response to the Scrutiny Inquiry.

INTEGRATION OF WESSEX YOUTH OFFENDING TEAM OPERATIONS FOR SOUTHAMPTON WITHIN SOUTHAMPTON CITY COUNCIL FROM APRIL 2012, INCORPORATING THE ANNUAL YOUTH JUSTICES PLAN

- (i) To recommend the Wessex Youth Justice Plan 2011/12 to Council for approval as part of the Policy Framework.
- (ii) To delegate authority to the Executive Director of Children's Services and Learning to do anything necessary to support, plan and implement the discontinuance of the Wessex YOT partnership and the integration of YOT operations into the City Council from 2012/13 within approved budgets.

JOINT WORK WITH THE ISLE OF WIGHT TO PROVIDE SCHOOL IMPROVEMENT AND EDUCATION RELATED SERVICES

- (i) To agree to the development of a working relationship with the Isle of Wight Council to provide school improvement and related education functions for an initial period covering the academic year 2011/12
- (ii) To delegate authority to the Executive Director of Children's Services and Learning following consultation with the Interim Head of Legal and Democratic Services to do anything necessary to support, plan and implement the collaborative working arrangements.

HAMPSHIRE MINERALS AND WASTE PLAN: SUBMISSION

- (i) To approve the Hampshire Minerals and Waste Plan, as Appendix 1, for public consultation and submission to the Secretary of State.

- (ii) To delegate to the Head of Planning and Sustainability, following consultation with the Cabinet Member for Environment and Transport, to make changes to the Plan prior to its submission; or to recommend changes to the examination inspector; provided these are minor changes or changes which do not affect Southampton.

CONFIRMATION OF AN ARTICLE 4(1) DIRECTION

- (i) To note and consider the consultation responses received during the extended consultation period.
- (ii) To confirm that the introduction of an Article 4(1) on a City wide basis to withdraw the permitted development rights to convert a dwellinghouse (C3) to a House in Multiple Occupation (C4) is appropriate from the effective date of 23rd March 2012.
- (iii) To delegate authority to the Head of Legal and Democratic Services to notify the Secretary of State in accordance with statutory requirements and to take all other action considered necessary or expedient to give effect to the matters set out in this report.

RESPONSE TO THE SCRUTINY INQUIRY REPORT ON INCREASING CRUISE SHIP PASSENGER SPEND IN SOUTHAMPTON

- (i) That Cabinet approve the responses to the recommendations as detailed in Appendix 1.
- (ii) That the role of co-ordinating actions of various relevant departments within the Council and securing participation of external organisations and the private sector be delegated to the Director of Economic Development.
- (ii) To delegate authority to the Director of Economic Development to negotiate and look to other departments for supporting resources with regard to prioritising and implementing these recommendations

HOUSING REVENUE ACCOUNT SELF FINANCING: REFORM OF COUNCIL HOUSING FINANCE

- (i) To consider and agree the recommendations to Council

GENERAL FUND REVENUE BUDGET 2012/12 TO 2014/15

- (i) Note the Executive's Policy Priorities contained in Appendix 1.
- (ii) Approve the consultation proposals and methodology set out in Paragraphs 4 and 5 and Appendix 2 of this report and that delegated authority be given to the Senior Manager – Communications, following consultation with the Cabinet Member for Leisure, Culture & Resources to fine tune and implement the consultation proposals and methodology.

- (iii) Note the high level forecast for the General Fund for 2012/13 and the underlying assumptions contained in Appendix 3.
- (iv) Note that the Executive's budget proposals for consultation are based on the assumption that they will recommend a Council Tax freeze to Full Council.
- (v) Note the Executive's proposals put forward for consultation in Appendix 4.
- (vi) Delegate authority to the Chief Executive as Head of Paid Service in consultation with the Chief Financial Officer (CFO) and the Solicitor to the Council to explore the proposed changes to the current Discretionary Severance Policy (i.e. redundancy policy) in consultation with staff and the Trade Unions in the light of the financial position of the Council and the priority being placed on protecting jobs and services.
- (vii) Note the medium term financial forecast for 2012/13 to 2014/15 contained in Appendix 5.
- (viii) Approve the updated budget setting timetable contained in Appendix 6.
- (ix) Delegate authority to the CFO, following consultation with the Cabinet Member for Leisure, Culture & Resources to do anything necessary to give effect to the proposals contained in this report.
- (x) Confirm an ongoing external recruitment freeze to all non essential posts.
- (xi) Agree to put in place a moratorium on all non essential expenditure for the remainder of the financial year.

LAND AT YEOVIL CHASE, HAREFIELD, SOUTHAMPTON

- (i) To approve the principle of the sale of the Council's freehold interest in the land shown in Appendix 1, Plan V3186.
- (ii) To delegate authority to the Head of Property and Procurement after consultation with the Director for Corporate Services and the Cabinet Member for Resources, Leisure and Culture to approve the preferred bidder, agree terms of the sale and carry out all ancillary matters to enable disposal of the site.
- (iii) To delegate authority to the Head of Children's Services and Learning Infrastructure and Strategy, after consultation with Head of Property and Procurement and Director of Corporate Services, to approve the expenditure of any surplus capital receipt as directed by the Department of Education conditions regarding the disposal of the playing field.

PROPOSED SHARED PROVISION OF INTERNAL AUDIT SERVICES WITH HAMPSHIRE COUNTY COUNCIL AND WEST SUSSEX COUNTY COUNCIL

- (i) To agree in principle to support the establishment of an Internal

Audit shared service partnership with Hampshire County Council and or West Sussex County Council, with Hampshire acting as host authority

- (ii) That the Head of Finance (CFO) be given delegated authority to:
 - (a) continue to explore the setting up of a partnership, and
 - (b) subject to ensuring that the partnership will be at a minimum cost neutral or a saving to the Council and in consultation with the Head of Legal and Democratic Services, to enter into a Partnership Agreement with Hampshire County Council and or West Sussex County Council for the provision of a joint internal audit services function with effect from 1 April 2012 upon such terms and conditions as the Head of Finance (CFO) considers appropriate and reasonable
- (iii) That following the signing of the Partnership Agreement and on commencement of arrangements that internal audit staff (as detailed in exempt Appendix 1) be transferred under TUPE to Hampshire County Council

MILLBROOK TRADING ESTATE – DISPOSAL OF FREEHOLD INVESTMENT

- (i) To approve the sale of the freehold investment in the Millbrook Trading Estate to the recommended bidder on the revised basis as set out in Confidential Appendix 2 and to delegate authority to Head of Property & Procurement to negotiate final details of sale and to accept the next best bid in the event of the selected bidder not proceeding and to continue such process as necessary.
- (ii) That the Head of Legal, HR and Democratic Services be authorised to enter into any legal documentation necessary in respect of the sale.
- (iii) To note that the capital receipt will be used to reduce the current funding deficit in the capital programme.

POTENTIAL ENERGY EFFICIENCY MEASURES

- (i) Subject to Council approving the new HRA capital programme at its meeting on 16 November, to approve in accordance with Financial Procedure Rules, spending of £3M (phased £498,000 in 2011/12 and £2,502,000 in 2012/13) on the central heating distribution system and related works at Oslo, Havre, Copenhagen and Hampton Towers, utilising the funding in the HRA capital programme currently shown under the heading "International Way Cladding".
- (ii) To note that this is a contribution towards a larger scheme that provides significant structural and environmental improvements to these blocks in a key area of the City including new windows, heating, and external insulation as well as the installation of energy saving Photo-Voltaic (PV) panels on roof tops

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APPENDIX 1

Housing Revenue Account 5 Year Capital Programme

Share Point Ref.	Project Description	Project Status	Prior Years Actual	2011/12	2012/13	2013/14	2014/15	2015/16	Total Spend
			£000's	£000's	£000's	£000's	£000's	£000's	£000's
Safe Wind & Weather Tight									
1226	Mobile Working Programme	Approved		199					199
1416	Window Replacement - 2010/11 & 11/12	Approved	888	399	580				1,867
1465	Roof Replacement 11/12	Approved		299					299
1466	Structural Works 11/12	Approved		428					428
1713	Cheriton Avenue - Land Drains 11/12	Approved	20	90					110
1199	Roof Replacement - Townhill Park	Approved	126	4					130
0	Roof Replacement - Pitched + Structure + Gutter + Downpipes etc	Unapproved			162	1,315	612	164	2,252
0	Roof Finish - Flat	Unapproved			969	1,151	1,192	1,232	4,543
0	Wall Structure & Finish	Unapproved			156	943	1,567	290	2,957
0	Chimney	Unapproved			51	570	232	20	873
0	Windows	Unapproved			983	382	425	212	2,001
0	External Doors - Houses	Unapproved			328	203	203	8	538
0	External Doors - Flats	Unapproved			4	123	117	117	244
0	Garage Maintenance	Unapproved			22	22	22	23	67
0	Electrical Riser Upgrades	Unapproved			461	967	1,002		2,430
0	Structural Works	Unapproved			416	430	445	460	1,751
0	Supported Housing 2 storey Walkway Repairs (10 year programme @ £12.5m).	Unapproved			1,039	1,075	1,113	1,150	4,377
0	Door Entry System Replacement Programme	Unapproved				215	223	230	668
0	International Way Cladding	Unapproved		498	2,502				3,000
Total Safe Wind & Weather Tight			1,034	1,917	7,318	7,401	7,158	3,907	28,735

Share Point Ref.	Project Description	Project Status	Prior Years Actual	2011/12	2012/13	2013/14	2014/15	2015/16	Total Spend
				£000's	£000's	£000's	£000's	£000's	
Modern Facilities									
1211	Digital TV	Approved	1,323	1,223					2,546
1229	Supported Accommodation Studio Upgrade	Approved	389	14					403
1474	Programme management fees 11/12	Approved		419					419
1476	Supported Self Contained Conversions 11/12	Approved		93					93
1185	Decent Homes - Central	Approved	4,448	2					4,450
1186	Decent Homes - Harefield	Approved	2,413	24					2,437
1188	Decent Homes - Shirley	Approved	5,792	0					5,792
1191	Decent Homes - Maybush	Approved	1,620	0					1,620
1194	Decent Homes - Voids	Approved	941	0					941
1204	Water Tank & Pump replace - Holyrood & Itchen Estate	Approved	11	39					50
1297	Decent Homes - Lordshill	Approved	701	0					701
1415	Adaptions for Disabled People 2010/11	Approved	2,429	154					2,583
1464	Electrical Rewires 11/12	Approved		299					299
1467	Adaptions for Disabled People 2011/12	Approved		1,464					1,464
1478	Decent Homes - Voids	Approved		189					189
1714	Decent Homes - Central 11/12	Approved		2,829					2,829
1715	Decent Homes - Harefield 11/12	Approved		121					121
1716	Decent Homes Lordshill 11/12	Approved		2,003					2,003
1717	Decent Homes - Supported 11/12	Approved		938					938
1816	Decent Homes - Deferred Priperties	Approved		150					150
0	Electrical System	Unapproved		155	322		334	345	1,157
0	Central Heating Gas Boilers	Unapproved		1,358	1,789	1,852	1,914		6,913
0	Central Heating Distribution Systems Including Electric Storage Heaters	Unapproved		133	239	3,151			3,523
0	Kitchen Refurbishment	Unapproved		5,000	6,008	6,222	6,431		23,661
0	Bathroom Refurbishment	Unapproved		2,470	2,967	3,073	3,176		11,686
0	Disabled Adaptations	Unapproved		932	967	1,002	1,035		3,937
0	Supported Schemes Adapted Bathroom Programme	Unapproved		414	430	445	460		1,750
0	Programme Management Fees	Unapproved		435	451	467	483		1,837
Modern Facilities			20,067	9,960	10,898	13,174	16,546	13,845	84,490

Share Point Ref.	Project Description	Project Status	Prior Years Actual	£000's					Total Spend
				2011/12	2012/13	2013/14	2014/15	2015/16	
Well Maintained Communal Facilities									
1210	Door Entry - Townhill Park	Approved	31	416					447
1215	Electronic Concierge	Approved	4,134	46					4,180
1222	Lift Refurbishment - Milner and Neptune Court	Approved	136	1,701					1,837
1223	Lift Refurbishment - Ithen View Estate	Approved	53	199	777				1,029
1233	Supported Communal Improvements - Grayings 11/12	Approved	41	149	400				590
1236	Supported Communal Improvements - Manston Court	Approved	1,105	30					1,135
1237	Hard & Soft Supported Landscaping	Approved	264	45					309
1408	Door Entry - Millbrook & Maybush	Approved	516	56					572
1506	Supported Communal Improvements - Bassett Green Walkway	Approved	31	213					244
1508	Supported Communal Improvements - Minor Works	Approved	38	19					57
1509	Supported Communal Improvements - Neptune Court.	Approved	256	44					300
1510	Supported Communal Improvements - Pleasant View	Approved	67	3					70
1552	Lift Refurbishment - 2005/06	Approved	158	0					158
1602	Supported Communal Improvements - Rozel Court	Approved		386					386
1603	Supported Communal Improvements - Sarnia Court	Approved		165					165
1604	Supported Communal Improvements - Neptune Court Central Core 11/12	Approved		150					150
1606	Supported Communal Improvements - James Street	Approved	1	165					166
1607	Supported Communal Improvements - Milner Court Central Core 11/12	Approved		150					150
1239	Kingsland	Approved	106	26					132
1242	Decent Neighbourhoods - Vanguard and Wavell Road Improvements	Approved	263	218	28				509
1243	Decent Neighbourhoods - Tankerville Improvements	Approved	117	182	6				305
1244	Decent Neighbourhoods - International Way Improvements	Approved	777	26					803
1256	Decent Neighbourhoods - Millbrook Towers Improvements	Approved	71	319	11				401
1271	Decent Neighbourhoods - Holyrood Improvements	Approved	98	151	640	23			912
1288	Decent Neighbourhoods - Millbrook - Adizone	Approved	186	4					190
1298	Decent Neighbourhoods - Millbrook Verge Parking Improvements	Approved	319	283					602
1402	Thornhill Cycleways	Approved	158	3					161
1494	Decent Neighbourhoods - Northam Improvements	Approved	159	17	268	8			452
1496	Decent Neighbourhoods - Millbrook Block Improvements	Approved		199	200	230			629
1497	Decent Neighbourhoods - Thornhill (Sholing) Improvements	Approved	60	40					100
1498	Decent Neighbourhoods - Estate Improvement Programme - 10/11 - East	Approved	54	12					66
1499	Decent Neighbourhoods - Estate Improvement Programme - 10/11 - West	Approved	48	18					66
1500	Decent Neighbourhoods - Estate Improvement Programme - 10/11 - Central	Approved	56	12					68
1503	Decent Neighbourhoods - Harefield/Townhill Park	Approved		100	600				700
1504	Decent Neighbourhoods - Shirley	Approved	5	48	358	499	30		940
1708	Pathway Improvements	Approved		249					249
1709	Decent Neighbourhoods - Estate Improvement Programme 11/12	Approved		199					199
1718	Old Town Humtun Street Mosaic	Approved		42					42
1720	Holyrood Community Spaces Large Grant	Approved	97	22					119
0	Open Road Car Park.	Unapproved		50					50
1505	Decent Neighbourhoods - Future Decent Neighbourhood Schemes	Unapproved		1,284	1,313	1,338	1,381		5,315
0	Lift Refurbishment	Unapproved		625	566	566	0		1,747
0	Communal Areas Works	Unapproved		759	683	694	718		2,853
0	Concierge Walkup Block Roll Out	Unapproved			274	278	288		839
0	Fire doors (communal)	Unapproved			232	236	244		712
0	Roads/Paths/Hard Standing	Unapproved			188	191	197		576
Total Well Maintained Communal Facilities			9,405	6,154	5,955	4,005	3,334	2,827	31,680

Share Point Ref.	Project Description	Project Status	Prior Years Actual	2011/12	2012/13	2013/14	2014/15	2015/16	Total Spend
				£000's	£000's	£000's	£000's	£000's	
Warm and Energy Efficient									
1470	Energy Saving 11/12	Approved		249	92				31,680
1471	Heating Systems Upgrade 11/12	Approved		449	80				528
0	Feed in Tariff	Unapproved		199					199
0	Landlord Meter Conversion (1,000 properties * £170/unit)	Unapproved			176	183	189	196	744
0	Loft Insulation + Pipe Lagging	Unapproved		59	62	64	66	66	250
0	Cavity Wall Insulation	Unapproved		17	18	19	19	19	73
0	External Cladding (Flats)	Unapproved		1,027					1,027
0	External Cladding (PRC Houses)	Unapproved		615	3,028	3,136	3,241	3,241	10,019
0	External Cladding (Tower Blocks)	Unapproved		1,032	1,069	1,104	1,104	1,104	3,205
0	Electrical System (communal lighting and controls)	Unapproved		1,038	703	493	260	260	2,494
Total Warm and Energy Efficient			0	897	3,104	5,025	4,968	4,885	18,881

Estate Regeneration									
1257	Cumbrian Way	Approved	741	487	42				1,270
1258	Exford Parade	Approved	2,197	1,310	84				3,591
1259	Laxton Close	Approved	625	290	43				958
1260	Meggeson Avenue	Approved	312	238	78				628
1262	Hinkler Parade	Approved	2,194	537	200				2,931
1613	Weston Shopping Parade Redevelopment	Approved	1	500	1,454				1,955
1764	Acquisition of Property	Approved		450					450
1514	Future Masterplans	Unapproved		110					110
1599	Estate Wide Enablement	Unapproved			2,500	2,500	2,500	2,500	10,000
1600	Small Site Disposals	Unapproved		150					150
1601	Capacity Study Vacant Sites	Unapproved		45					45
1817	Townhill Masterplan	Approved		200					200
Total for Estate Regeneration			6,070	4,317	4,401	2,500	2,500	2,500	22,288

New Build									
1265	LA New Build - Borrowdale Road	Approved	711	26					737
1266	LA New Build - Flamborough Close	Approved	449	18					467
1267	LA New Build - Chiltern Green	Approved	396	20					416
1268	LA New Build - Grately Close	Approved	1,004	39					1,043
1269	LA New Build - Orpen Road	Approved	729	61					790
1270	LA New Build - Keynsham Close	Approved	739	49					788
1403	L.A. New Build - Leaside Way	Approved	378	158	5				541
1404	L.A. New Build - Cumbrian Way	Approved	424	1,548	100				2,072
Total for New Build			4,830	1,919	105	0	0	0	6,854
GRAND TOTAL			41,406	25,164	31,782	32,105	34,506	27,965	192,928

Agenda Item 9

Appendix 2

Capital Funding Plan 2011/12 to 2015/16

The table below shows how the capital programme at appendix 1 will be paid for.

	2011/12	2012/13	2013/14	2014/15	2015/16
	£000	£000	£000	£000	£000
Total Spending	25,164	31,782	32,105	34,506	27,965
Funded by:					
Borrowing	3,532	0	0	0	0
Major Repairs Reserve	7,623	22,858	17,887	18,167	18,542
Direct Revenue Financing	8,965	5,598	10,800	11,431	6,468
Capital Receipts	1,528	3,211	3,300	2,812	2,830
Grants / Contribution	3,516	115	118	121	125
Total	25,164	31,782	32,105	32,531	27,965
Funding shortfall	0	0	0	1,975	0

Note

Although the programme is potentially short of resources in 2014/15 there are adequate resources available the following year to mean that the proposed capital spend is affordable over this period. Importantly the funding plans for this programme do not assume any use of the borrowing headroom so some short term borrowing could be used to fund this shortfall if needed.

Borrowing

This is the prudential borrowing that has already been approved for 2011/12. This has been allowed for in calculating the additional borrowing that could be undertaken before reaching the debt cap.

Major Repairs Reserve

Under self-financing there is a requirement to calculate how much money should be paid into a Major Repairs Reserve each year in order to ensure that adequate provision is being made to maintain the stock. This is known as a calculation of "depreciation". It replaces the Major Repairs Allowance that was part of the subsidy system. Money is then drawn from the MRR to pay for relevant items of capital expenditure.

Direct Revenue Financing

This is the contribution from the HRA revenue account to fund the capital programme.

Capital Receipts

This is the proportion of capital receipts that arise from the sale of HRA assets that the Council can keep. The rules governing the use of non right-to-buy receipts are changing from April 2012 so that the council will be able to keep 100% of all receipts provided they are used for affordable housing or regeneration.

Grants and contributions from third parties

Contributions are received from third parties in respect of capital expenditure incurred by the Council e.g. payments from leaseholders of sold Council flats in respect of any major works that have been carried out to their homes. In addition significant contributions have been received from the HCA and PUSH.

Glossary of Terms

Term	Explanation
<u>General terms</u>	
CLG	Department for Communities and Local Government
HRA	Housing Revenue Account - records all income and expenditure in relation to the provision and management of Council owned homes in the city.
GF	General Fund - The General Fund is the fund within which, since April 1990, most transactions of a local authority take place. Other funds held by a local authority may include a collection fund, superannuation fund and trust funds held for charitable purposes.
RPI	Retail Prices Index
<u>Rent and income terms</u>	
Rent Restructuring	Government policy which means that rents for all council owned dwellings will gradually increase to match the <u>social</u> rent levels charged by Housing Associations
Target rent	Rent calculated in accordance with government rent restructuring policy that should be charged for each dwelling. These are generally higher than current actual rent levels.
Rent convergence	Process for moving current rents up to target rents. The aim is for these to converge by 2015/16. The convergence charge cannot exceed £2 per week, which means that some dwellings will not reach their target rent by 2015/16.
Affordable rent	Rent that Housing Associations can charge for newly built properties and when some existing properties are relet. It can be up to 80% of market rents. These have no effect on our rent levels.
Service charge	Separate charge from the rent that is levied to cover the cost of specific service. This may recover the full cost of that service, or just a proportion of it.

Term	Explanation
<u>Borrowing terms</u>	
Prudential borrowing	Also known as unsupported borrowing. The Housing Revenue Account meets the full interest costs with no support from Government.
Debt cap	Maximum level of long term debt that the HRA can have outstanding at 31 March each year. The sum is calculated using a formula set by CLG.
Borrowing headroom	Difference between the debt cap and the actual HRA long term debt outstanding at any time
PWLB	Public Works Loan Board. This is the main source of borrowing for local authorities.
Debt settlement	Sum that we will have to pay to CLG on 28 March 2012.
Long term debt	Money borrowed for a period greater than 364 days.

Appendix 1

SOUTHAMPTON SHADOW HEALTH AND WELLBEING BOARD TERMS OF REFERENCE

Introduction

The Southampton Shadow Health and Wellbeing Board is established to meet the obligations for health and wellbeing boards set out in the Health and Social Care Bill

The board is established in shadow form. At the time of establishment the Health and Social Care Bill is passing through Parliament, so for legal and practical reasons the board can only operate in shadow form. However, the establishment of the shadow board provides an opportunity for learning and experimentation. In the light of experience gained during the shadow period, the terms of reference for the formal health and wellbeing board, currently envisaged to be required by April 2013, may be substantially different from this shadow board.

The shadow health and wellbeing board is established to enable the constituent organisations meet their obligations as set out in subsequent sections of this document. From April 2013, the health and wellbeing board will be a legal entity. The shadow health and wellbeing board will have informal relationships with a number of present and future non-statutory partnerships, including Southampton Connect, the Children and Young People's Trust, and the Safe City Partnership.

Purpose

The purpose of the Southampton Shadow Health and Wellbeing Board is:

- To bring together Southampton City Council and key NHS commissioners to improve the health and wellbeing of citizens, thereby helping them live their lives to the full, and to reduce health inequalities.
- To ensure that all activity across partner organisations supports positive health outcomes for local people and keeps them safe.
- To hold partner organisations to account for the oversight of related commissioning strategies and plans.
- To have oversight of the environmental factors that impact on health, and to influence the City Council, its partners and Regulators to support a healthy environment for people who live and work in Southampton

Responsibilities

The shadow board is responsible for developing mechanisms to undertake the duties to be placed on the health and wellbeing board from April 2013, in particular:

- Promoting joint commissioning and integrated delivery of services
- Acting as the lead commissioning vehicle for designated service areas

- Ensuring an up to date JSNA and other appropriate assessments are in place
- Ensuring the development of a Health and Wellbeing Strategy for Southampton and monitoring its delivery.
- Oversight and assessment of the effectiveness of local public involvement in health, public health and care services
- Ensuring the system for partnership working is working effectively between health and care services and systems, and the work of other partnerships which contribute to health and wellbeing outcomes for local people.
- Testing the local framework for commissioning for:
 - Health care
 - Social care
 - Public health services
 - Ensuring safety in improving health and wellbeing outcomes

Membership

To enable the shadow board to be as effective as possible, partners decided they wanted it to be as small as possible, but to have the means of bringing in individuals and representatives of organisations where relevant.

The core members of the shadow board will be:

- An independent chair
- The Cabinet Member for Health and Adult Social Care
- The Cabinet Member for Children's Services and Learning
- 2 elected councillors, one from each opposition political group
- The Director of Public Health
- The Director of Adult Social Care
- The Director of Children's Services
- A representative from the Southampton Clinical Commissioning Steering Group
- A representative of the local HealthWatch
- A representative from the SHIP PCT cluster

The shadow board will be re-appointed by the council at its annual meeting.

During the period of the shadow board named substitutes only will normally be permitted. The shadow board will develop a view on whether the HWB should permit substitute members from April 2013 onwards.

Working Groups

The shadow board will establish such working groups as necessary to support any of its responsibilities. During the shadow period such arrangements as necessary shall be made for establishing terms of reference, membership of sub-groups (which may include relevant individuals who are not members of the shadow board) and reporting accountabilities for any working group. Where the shadow board has established working groups, substitute members shall be permitted on these bodies.

Other Groups

The shadow board may appoint such other groups as it deems necessary and provide them with such terms of reference as it deems appropriate. This is likely to include the establishment of a group which enables the views of the major provider sectors to be expressed.

Meetings

A programme of meetings will initially be scheduled and an annual calendar of meetings will be published for 2012/13. The annual cycle of meetings shall begin with the first meeting following the annual meeting of the council in May.

At least 4 formal meetings will be held each year. These meetings will be held in public, and conducted within the access to information provisions that apply to council committee meetings.

The shadow board may also hold as many informal meetings as it deems necessary to support its development. Informal meetings will not be held in public.

The meetings will be supported by the Council's Democratic Services Section which will be responsible for booking venues for meetings, publishing and distributing agendas, taking notes at meetings, and producing the minutes of the meetings.

Support to the Shadow Board

The shadow board will establish appropriate arrangements for officers from the key partner agencies to co-ordinate and support its activities. At least one member of the shadow board will also be included in these support arrangements.

Arrangements for making decisions up to 1st April 2013

Until powers are formally vested in the board through legislation any decisions required will need to be made in accordance with the current Council Constitution either through full Council, Cabinet or individual decision making by the relevant portfolio holder

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Appendix 2

Southampton Shadow Health and Wellbeing Board Appointment of Independent Chair

The Role

Southampton City Council, and its NHS and other partners will appoint an Independent Chair for the Southampton Shadow Health and Wellbeing Board. The Independent Chair will ensure the shadow Board develops and operates effectively and that all relevant organisations and agencies co-operate to develop and improve health and wellbeing in Southampton.

The independent chair will serve for the duration of the shadow board period. When the board takes up its statutory powers from April 2013 it is envisaged the chair will be an elected member of Southampton City Council.

The shadow Board will meet initially every 2 months. The Chair will act as an ambassador and champion for Southampton's health and wellbeing. It is a remunerated role with expenses being paid. Employees of Southampton City Council and NHS Southampton City are not eligible to be appointed to this position.

Key Tasks and Accountability

1. Chair the Southampton Shadow Health and Wellbeing Board meetings.
2. Leading the strategic direction of Health and Wellbeing in Southampton through the development of a Health and Wellbeing Strategy with clearly agreed priorities and objectives.
3. Leading the development of the relationship building between partners on the board, and with other organisations with responsibility for improving the health and wellbeing of people living and working in Southampton.
4. With the appropriate officer support:
 - Prepare thoroughly for the meetings, compiling the agenda and relevant supporting papers.
 - Ensure that clear actions and responsibilities are identified.
 - Maintain a managing oversight to progress Board business appropriately and efficiently.
5. Ensure that key issues and national developments are considered by the Board.
6. Contribute to, and provide a lead on, interagency co-operation and integrated working.

7. Assist in the development of a Joint Strategic Needs Assessment and Joint Health and Wellbeing Strategy.
8. Investigate and resolve any disputes and complaints between Board members.
9. Keep up-to-date with emerging legislation and developments in health and wellbeing.
10. Promote equal opportunities.
11. Be accessible between meetings to board members by telephone, email or in person.
12. Oversee and monitor the work of any sub groups.

Southampton Performance 2010/11

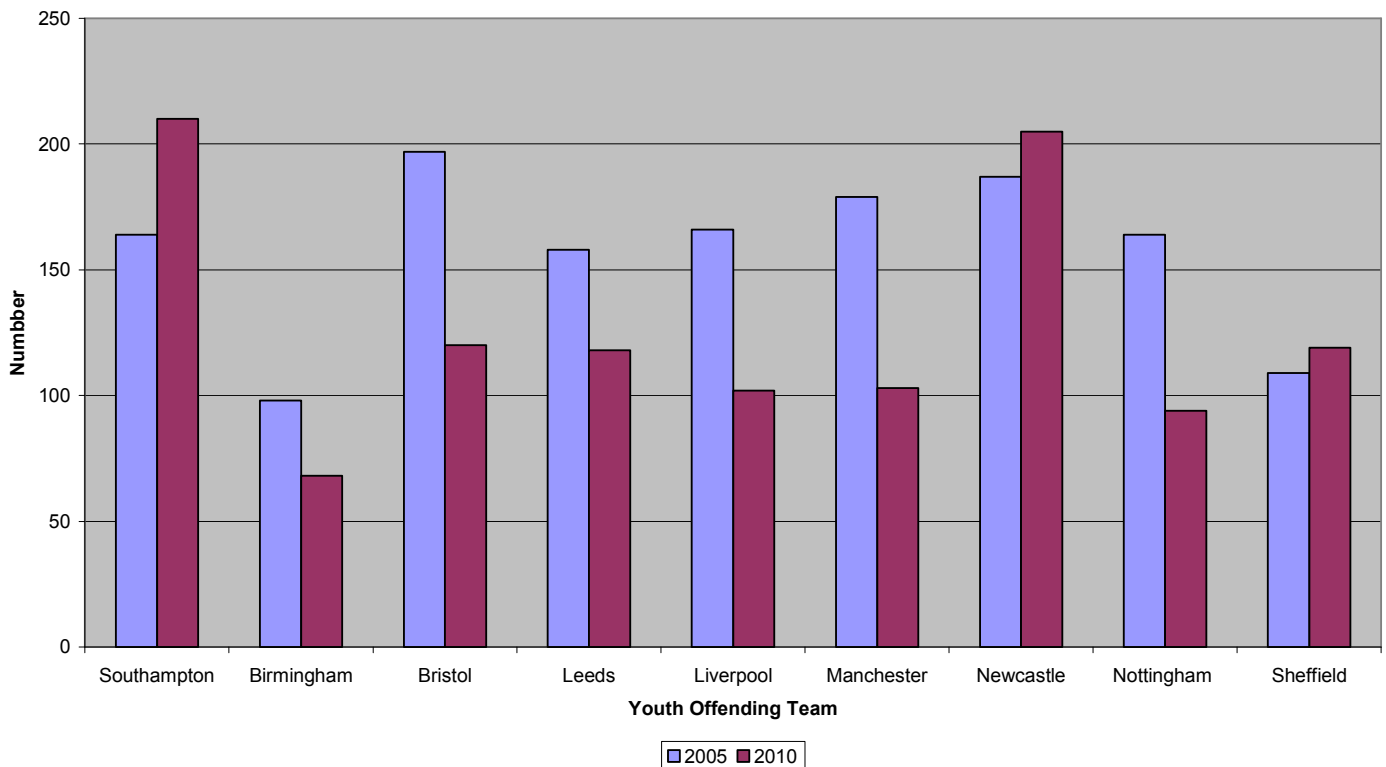
Table 1: Re-offending by young offenders

The table below gives the rate of re-offending by Southampton young people against core City comparators. The baseline for this indicator was set in 2005 linked to the cohort of young offenders in each area.

NATIONAL INDICATOR	WESSEX	HAMPSHIRE	PORTSMOUTH	SOUTHAMPTON
Reoffending rate (No. of offences / cohort x100)	147.11 (1630/1108)	136.86 (954/698)	180.71 (253/140)	210.06 (334/159)
Reoffending 2005 baseline	138.58 (Cohort 1726)	117.71 (Cohort 977)	163.58 (Cohort 302)	164.0 (Cohort 275)

Core Cities

Southampton re-offending rates 2010 v 2005, with comparator YOTs



Reoffending Rates

Reoffending rates are tracked for the last quarterly cohort of young people offending in each financial year. The performance of all three Wessex Local Authorities has deteriorated against the base line.

A contributing factor is the much reduced cohort size due to a fall in first time entrants principally against lower risk young people receiving pre court outcomes such as reprimands, final warnings and first tier community sentences. This means those remaining in the cohort will be more serious offenders and more likely to reoffend.

When compared against the performance of the Core Cities, most of which have also experienced falls in first time entrants, Southampton appears the least favourable, showing a significant increase across the 5 year period and demonstrating the highest overall figure.

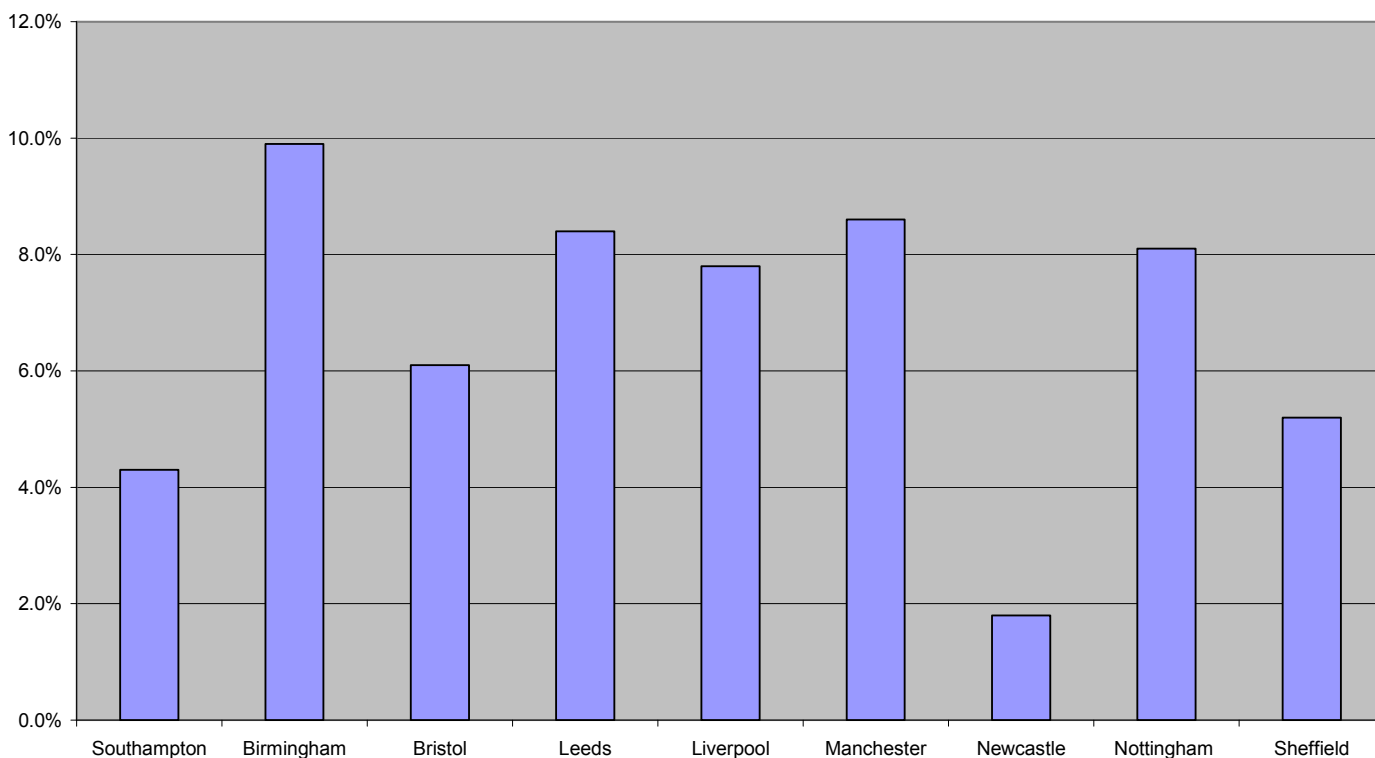
Table 2: Custody – % of Young people within the youth justice system receiving a conviction in court who are sentenced to custody

This indicator measures the proportion of young people who are given a custodial sentence in court. There is a national target of 5%.

NATIONAL INDICATOR	WESSEX	HAMPSHIRE	PORTSMOUTH	SOUTHAMPTON
Reducing custody (Target -5%) expressed as a percentage of offences	3.48% (111/3191)	3.02% (50/1656)	4.34% (21/484)	4.28% (32/747)

Core Cities

NI 43 Custody



Reducing Custody

The proportion of offenders receiving a custodial sentence in Southampton is at 4.3%, comfortably within the national target of 5%. This success is of greater significance when compared to the performance of the Core Cities. Only Newcastle has a lower custody rate and, like Southampton, is able to achieve the national target.

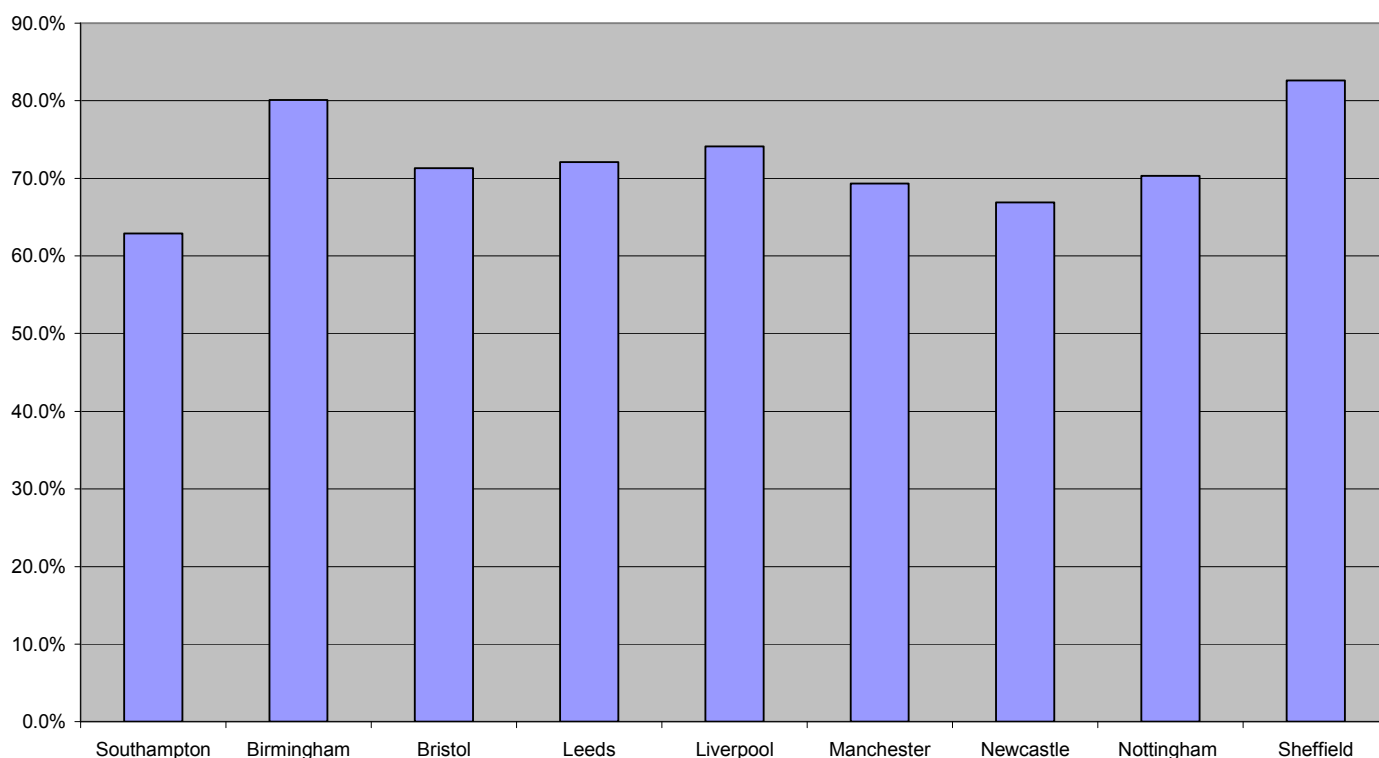
Table 3: Education Training Employment (ETE) – % of Young offenders’ engagement in education, training and employment

This indicator for the number of young offenders accessing education, training and employment is split into two parts with different measures for those under and over school age. The local target is set at 70%.

NATIONAL INDICATOR	WESSEX	HAMPSHIRE	PORTSMOUTH	SOUTHAMPTON
ETE Combined (70% local target)	65.98% (1348/2043)	64.89% (769/1185)	69.69% (191/273)	62.89% (261/415)
ETE School age (70% local target)	67.43% (731/1084)	66.67% (398/597)	68.98% (109/158)	65.2% (152/233)
ETE Over School age (70% local target)	64.33% (617/959)	63.09% (371/588)	71.3% (85/115)	59.89% (109/182)

Core Cities

NI 45 ETE



Education Employment and Training (ETE)

All of the Local Authorities within Wessex have failed to reach the locally set target of 70% for 2010/11. Southampton’s percentage has shown little improvement from the 2009/10 figure of 62.0%,

The improvement needed in this area is further highlighted when contrasted against the achievements of the Core Cities, all of which are able to demonstrate a higher success rate of establishing their young offenders in education, training and employment.

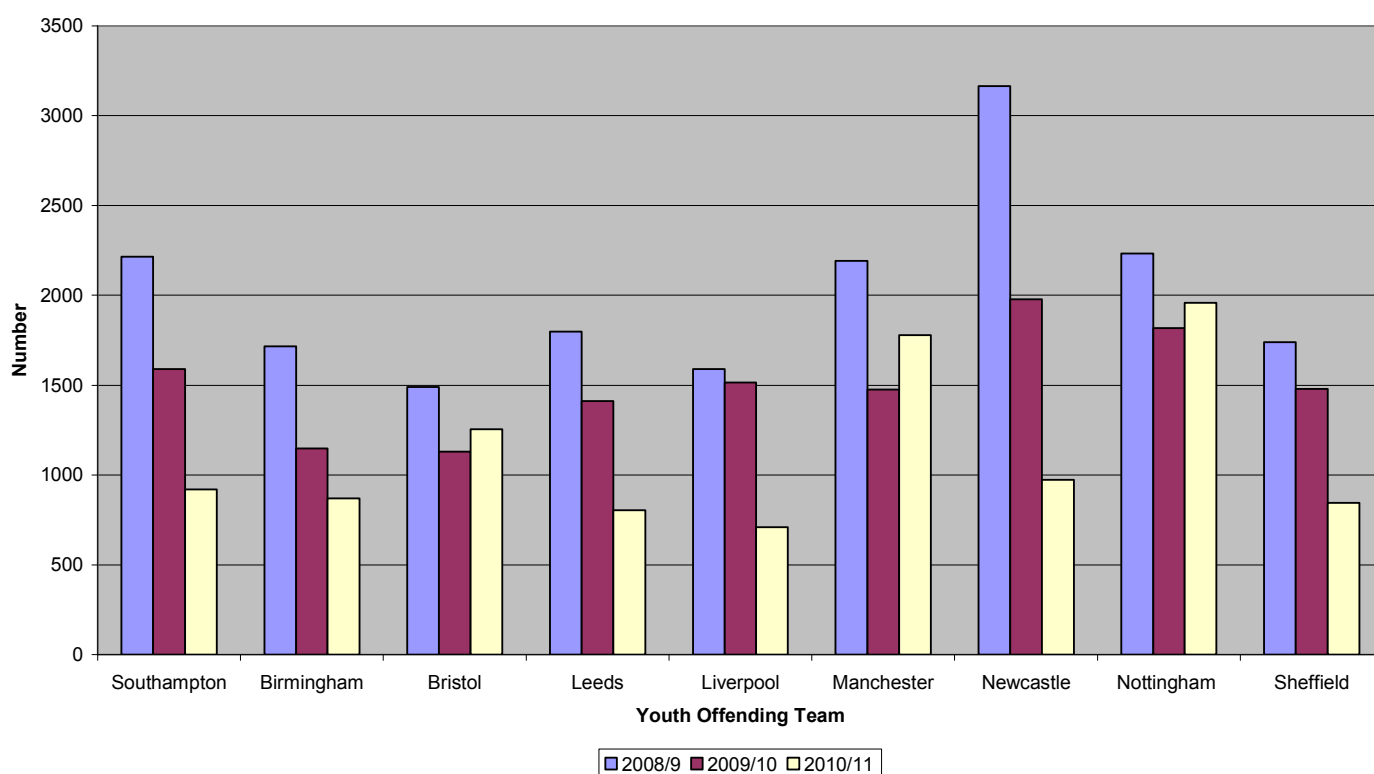
Table 4: First-time entrants (FTEs) – new young people to the youth justice system aged 10–17

This indicator measures the number of young people being recorded as young offenders for the first time based on the local population of children/young people.

NATIONAL INDICATOR	WESSEX	HAMPSHIRE	PORTSMOUTH	SOUTHAMPTON
No. 1 st Time Entrants to YJS	1555 (2328 in 2009/10)	1074 (1478 in 2009/10)	128 (317 in 2009/10)	174 (308 in 2009/10)
1 st time entrants per 100,000 pop	865 (1262 in 2009/10)	874 (1126 in 2009/10)	758 (1848 in 2009/10)	920 (1590 in 2009/10)

Core Cities

Southampton FTEs per 100,000 population, over 3 years, with comparator YOTs



First Time Entrants (FTE)

This has been a significant fall in the number of first time entrants across Wessex in 2010/11 and most dramatically in Southampton. Much of this is due to the successful implementation of the triage process. This allows the police to deal informally with young people committing minor offences but still allows a YOT intervention in appropriate cases.

Southampton appears in the middle range for first time entrants when compared as a proportion of the cohort with the Core Cities.



YOUTH JUSTICE STRATEGIC PLAN 2011/12

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Wessex Yot Inspection Improvement Plan

1. INTRODUCTION

- 1.1 The last year has undoubtedly been the most challenging in the comparatively short history of Wessex Yot. Reductions in both central and local funding have meant a 23.8% reduction (£2m) in the Wessex Yot budget in 2011/12 compared with the previous financial year.
- 1.2 Some 700k savings were found from a senior management restructure and non staffing costs. The remaining shortfall had to be found from a restructure of middle management and front line staffing with a loss of 30fte posts.
- 1.3 These reductions have been achieved by a combination of staff leaving posts and not being replaced, secondments ending, voluntary redundancy and redeployment. Whilst, to date, compulsory redundancies have been avoided this has clearly been a difficult twelve months for Wessex Yot staff.
- 1.4 Wessex Yot covers the three Local Authority areas of Hampshire, Portsmouth and Southampton. On the 1/4/11 the Isle of Wight disaggregated from the Wessex Yot partnership and it is highly likely that the remaining three LA's will disaggregate from 1/4/12. A disaggregation group is already in place consisting of key stakeholders from the 3 LA's, Police, Probation and the Courts to ensure a smooth transition to the new Hampshire, Portsmouth and Southampton Yots.
- 1.5 In May 2011 Wessex Yot was subject to a Core Case inspection. The Inspection report was published on the 24/8/11 and is available via the following link; www.justice.gov.uk/publications/inspectorate-reports/hmi-probation/inspection-reports---youth/core-case
- 1.6 The Inspection looked at 115 cases in detail and the following ratings were given (table 1).

	National average score	Wessex score
'Safeguarding' work (action to protect the young person)	68%	55%
'Risk of Harm to others' work (action to protect the public)	63%	56%
'Likelihood of Reoffending' work	71%	64%

Table 1

- 1.7 Whilst, overall this was a disappointing outcome, the inspectors found some very good practice, particularly in North Hampshire. In addition where a case had been assessed as high risk the inspectorate took the

view that these risks had been well managed. The breaching and returning young people to court for non compliance was also done well.

- 1.8 Following inspection all Yots are required to submit an improvement plan for approval by the inspectorate, based on the recommendations contained in the inspection report. The key issues that need to be addressed are;
- Inconsistency of practice between WYOT teams, in particular, lack of recording
 - Underscoring of risk and vulnerability in some cases
 - Lack of robust management oversight in some cases
- 1.9 The Wessex Yot improvement plan is contained within Appendix A and will be the primary strategic focus until the disaggregation of Wessex Yot on the 31/3/12. With this in mind, there will be three local improvement plans derived from the Wessex plan to ensure progress is continued post disaggregation in each of three new Yots.
- 1.10 Given these issues the two key aims of this strategy are to;
- i) Ensure a smooth transition from Wessex Yot to the new Hampshire, Portsmouth and Southampton Yots.
 - ii) Effective implementation of the Wessex Inspection Improvement Plan and the three local inspection improvement plans

2. PERFORMANCE REVIEW

- 2.1 In 2010/11 Youth Offending Teams were measured against the following five national indicators.
- Reoffending rates
 - First time entrants to the youth justice system
 - Custodial sentencing
 - Young offenders in education, training and employment (ETE)
 - Disproportionality, rates of Black and Minority Ethnic young people in the youth justice system
- 2.2 Performance in 2010/11 in respect of Wessex and the three Local Authority areas within it was as follows (table 2). The Wessex figures include the Isle of Wight which was part of Wessex Yot in 2010/11.

NATIONAL INDICATOR	WESSEX	HAMPSHIRE	PORTSMOUTH	SOUTHAMPTON
Reoffending rate (No. of offences/ cohort x100)	147.11 (1630/1108)	136.86 (954/698)	180.71 (253/140)	210.06 (334/159)
Reoffending 2005 baseline	138.58 (Cohort 1726)	117.71 (Cohort 977)	163.58 (Cohort 302)	164.0 (Cohort 275)
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No. 1st Time Entrants to YJS	1555 (2328 in 2009/10)	1074 (1478 in 2009/10)	128 (317 in 2009/10)	174 (308 in 2009/10)
1st time entrants per 100,000 pop	865 (1262 in 2009/10)	874 (1126 in 2009/10)	758 (1848 in 2009/10)	920 (1590 in 2009/10)
Disproportionality				
No. of White offenders	2999 (95.2%)	1896 (96.2%)	322 (91.1%)	430 (89.8%)
No. of Mixed race offenders	40 (1.3%)	20 (1%)	5 (1.4%)	15 (3.1%)
No. of Asian or Asian British offenders	36 (1.1%)	19 (1%)	4 (1.1%)	12 (2.5%)
No. of Black or Black British offenders	67 (2.1%)	29 (1.3%)	15 (4.1%)	22 (4.6%)
No. of Chinese or other ethnic offenders	10 (0.3%)	6 (0.3%)	5 (1.4%)	0 (0%)
No. unknown	5	4	0	1

Table 2

2.3 Reoffending rates are tracked for the last quarterly cohort of young people offending in each financial year. Performance is measured against the 2005 cohort baseline. Against this measure reoffending rates in both Wessex and all 3 LA's have risen, but the key point is that the cohort size across Wessex has fallen dramatically between 2005 and 2010 from 1726 to 1108 (35.8%).

- 2.4 The reduction in the cohort size is principally amongst lower risk young people receiving pre court outcomes such as Reprimands and Final Warnings and first tier community sentences such as Referral Orders. The numbers of higher risk of offending young people receiving more substantial community sentences such as a Youth Rehabilitation Order has fallen but not to the same extent and therefore their impact proportionally on reoffending rates is greater.
- 2.5 Custodial sentencing in Wessex has continued to fall significantly and remains within the national target. In 2008/9 the figure was 240 custodial sentences which dropped to 148 in 2009/10 and has fallen again to 111 in 2010/11 (a 53.7% reduction over two years)
- 2.6 Portsmouth has continued the historically had low rates of custodial sentencing for a city of its size and nature and has remained well within the national target despite a small percentage rise in 10/11 compared to the previous year. Due to smaller numbers of young people being sentenced in court, the actual number (21) of young people sent to custody is consistent with the numbers in the two previous years.
- 2.7 Southampton and Hampshire broadly mirrored the Wessex custodial sentencing trend, although in Hampshire 56% (28) of the custodial sentences were imposed on young people from South East Hampshire. Custodial sentencing in the rest of Hampshire is low.
- 2.8 The locally agreed target for young people in Education, Training and Employment (ETE) at the end of their WYOT intervention is 70% below the 90% national target. Overall, ETE performance showed little change from the levels in 2009/10. Portsmouth was the best performing area in Wessex for ETE and was very close to hitting all three local ETE targets in 2010/11.
- 2.9 There has been a drastic reduction (33.2%) in first time entrants across Wessex in 2010/11 compared to the previous year. Much of this is due to the successful implementation of the Triage process in the Cities and its roll out across the whole of Hampshire. Triage allows the police to deal informally with young people committing minor offences but still allowing YOT intervention in appropriate cases when assessed as necessary. This dramatic reduction in numbers also gives an explanation for the reduced reoffending cohort numbers referred to in 2.4 and 2.5.
- 2.10 The disproportionality figures show relatively small numbers of BME young people within the youth justice population in Wessex which make it difficult to draw any firm conclusions.

2.11 The greatest proportion of BME young people continues to be in Southampton and the percentage of Black/Black British young people in the youth justice system has risen in 2010/11 but this is actually only a increase of one young person in actual numbers. Black/Black British young people have also increased in Portsmouth although this can be attributed to young people from London coming to Portsmouth by train and local Police are aware of.

3. RESOURCING AND VALUE FOR MONEY

3.1 The funding of Wessex Yot for 2011/12 is shown in Table 3 below;

Allocations by partner. 2011/12 (£)	Local Authority	Health	Police	Probation	Youth Justice Board	TOTAL
Hampshire	2,155,652	236,187	371,493	412,679	1,648,980	4,824,992
Southampton	617,036	19,697	93,514	103,882	415,090	1,249,218
Portsmouth	490,631	15,000	69,001	76,651	306,280	957,563
TOTAL	3,263,319	271,884	534,008	593,212	2,370,349	7,031,772

Table 3

3.2 Due to both national and local funding cuts this represents a £2m reduction in the WYOT budget for 2011/12.

3.3 Table 4 Shows that in 2010/11 WYOT undertook 2209 statutory interventions. The Wessex figures include the Isle of Wight which was part of Wessex Yot in 2010/11

3.4 This compares with 2363 in 2009/10. However, this figure does not include prevention work such as Triage, Youth Inclusion Support Panels (YISP) and Youth Intervention Programmes (YIP), or Parenting and Bail/Remand work.

	Wessex*	Hampshire	Portsmouth	Southampton
Pre court interventions (Final Warning Interventions)	193	122	9	35
1st Tier sentences (Referral and Reparation Orders)	792	437	125	148
Community Sentences (All other Community Sentences)	1113	582	183	261
Custodial sentences	111	50	21	32
TOTAL	2209	1191	338	476

* The Wessex total includes data from the IOW, so reliable comparisons can be made with previous yrs

Table 4

- 3.5 In 2006/7 the total number of statutory interventions delivered by WYOT was 3247, so there has been a decrease of 1038 (32%) over the last 4 financial years. Pre Court Interventions have seen the most significant fall from 819 to 193 (76%), but there have also been a decline in the other three areas; 1st Tier sentences (1124 to 792, - 30%), Community Sentences (1085 to 1113, show a small increase of 3%) and Custodial Sentences (260 to 111, - 57%)
- 3.6 The reasons for this are partially due to population demographics, as the numbers of young people in the 10 to 17 age range has declined over this period, but also due to the impact of preventative work to reduce the numbers of young people entering the youth justice system for the 1st time. The introduction of Triage (see 2.9) over the last 18 months has had a significant impact on Pre Court and 1st Tier sentences.
- 3.7 Wessex Yot currently commissions two services via Hampshire County Council using their thorough commissioning processes. The first is the volunteer Appropriate Adult Service for young people aged 10-16 detained for questioning in the Police station where a parent/guardian is unable to attend. This contract was re-tendered in the summer of 2009 and a saving of 20k pa was made.
- 3.8 The second is a Restorative Justice (RJ) and Reparation Service which provides both direct and indirect reparation services to victims of youth crime, or where this is not possible to the local community. The use of Restorative Justice where young offenders and victims meet face to face in a safe environment is actively promoted.
- 3.9 Both contracts are currently held by Catch 22, although they subcontract Appropriate Adult work in Portsmouth and South East Hampshire to Motiv8, a local voluntary agency.
- 3.10 In 2010/11 a review of the Intensive Supervision and Surveillance Programme (ISSP), was undertaken and following this ISSP management and staff were integrated within WYOT operational teams to provide greater cohesion to ISSP delivery.
- 3.12 Wessex Yot remains a key partner of the Remand Fostering Service commissioned by Hampshire Children's Services on behalf of the 4 L.A's in the Wessex area from Action for Children. The Remand Fostering Service provides specially trained foster carers to provide placements via the Courts to young people who have been charged with serious offences as an alternative to being Remanded in Custody.

The contract also allows the placement of young people at risk of committing serious offences.

- 3.13 Since the beginning of 2011/12 Wessex Yot has for the first time purchased the vast majority of its induction and training programme, via Hampshire County Councils Learning and Development team. Key to this new approach is the creation of a new Workforce Development Officer post with a youth justice specialism. This has enabled WYOT to retain a high quality and bespoke youth justice training programme but also benefit from being able to access other training resources from within the Learning and Development Team.

4. STRUCTURES AND GOVERNANCE

- 4.1 The Wessex Yot partnership continues to consist of the statutory partners as prescribed by the 1998 Crime & Disorder Act and WYOT is governed by a management board that meets quarterly consisting of senior officers from statutory partners i.e. the 3 Local Authorities and the 3 Primary Care Trusts that are co - terminous with the L.A.'s, in addition, Hampshire Constabulary and Hampshire Probation Trust.
- 4.2 In addition other key stakeholders such as HM Court Service and a District Council Housing representative are also represented on the Management Board.
- 4.3 The Chairing of the Management Board rotates annually between the WYOT partners and is currently held by the Director of Children's Services for Hampshire County Council.
- 4.4 Within the Board membership there is representation from each of the Children's Trusts in the 4 L.A. areas to ensure clear strategic linkages and the Head of Service also sits on each of the Children's Trust Boards.
- 4.5 Quarterly Performance and budgetary reports are considered at each meeting of the WYOT Management Board. The latter are presented by the Head of Finance for Hampshire Children's Services who is the Treasurer to the WYOT Board. Hampshire Children's Services hold WYOT's pooled budget on behalf of the Board and also provide most of the WYOT infrastructure i.e. Financial support, Human Resources, Commissioning and Procurement, Information Technology etc...
- 4.6 In addition to performance data being reported on a Wessex wide basis, data for each of the 3 Local Authority areas is presented and in Hampshire the data is broken down further into the 11 District Council

areas.

- 4.7 To ensure that local performance is scrutinised and action taken to address local priorities, there are 3 steering groups based on the 3 L.A. areas. In the two cities the steering groups are combined with other local strategic groups.
- 4.8 Given the likelihood of disaggregation, these steering groups will during 2011/12 become 'shadow' management boards so they will be ready to take over the governance of the relevant local Yot post disaggregation. As a result the terms of reference and membership of these groups will need to change to reflect this.

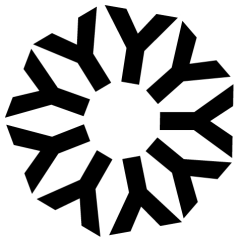
5. PARTNERSHIP ARRANGEMENTS

- 5.1 Wessex Yot continues to be represented at a senior management level on the following strategic groups and contributes to the strategic plans and objectives of these groups;
- The Hampshire and Isle of Wight Local Criminal Justice Board
 - The 3 Children's Trust Boards
 - The 3 Local Children's Safeguarding Boards
 - The 13 Community Safety Partnerships
 - The Hampshire and IOW Multi – Agency Public Protection Arrangements Strategic Management Board.
- 5.2 A significant development in 2010/11 has been the establishment of the Wessex Resettlement Consortium, comprising of the 3 LA's in the WYOT partnership as well as the Isle of Wight Council and key voluntary sector and secure estate partners at Ashfield Young Offenders Institution, Medway Secure Training Centre and Swanwick Lodge Secure Children's Home.
- 5.3 The key aim of the Consortium is to make an 'enhanced offer' for all young people from Wessex leaving the secure estate institutions listed at 5.2 to provide them with assistance immediately on their release to break the 'revolving door' of custody. This group is being targeted as young people leaving custody generally pose the greatest risk of reoffending and returning to custody. The enhanced offer has 15 elements and includes help to find supportive accommodation and support with education, training, employment.
- 5.4 The Wessex Consortium is also hoping (via a YJB grant) to introduce video conferencing (VC) facilities in its main operational offices to link with VC equipment being funded by the YJB in the three secure estate consortium members. This will certainly help remove some of the barriers caused by the geographical distance between Wessex and

Ashfield and Medway in particular.

- 5.5 In 2010/11 WYOT has been represented at, and contributed to each of the emerging Local Children's Partnerships (LCP's) within Hampshire, which are based on groupings of schools rather than District Council areas. This has already allowed WYOT to forge partnerships with schools.
- 5.6 The Prevention Service that WYOT provides on behalf of Hampshire County Council has reduced in size due to budget reductions but still provides countywide coverage. During the first part of 2011/11 the management of this service is being transferred across to Hampshire Children's services Area Team, but will still retain a distinct focus on youth crime prevention work.
- 5.7 In April 2011 the Head of Wessex and the small Headquarters team moved out of their High Street offices in Winchester, into Hampshire Children's services offices a short distance away. This move will save in the region of 44k pa.
- 5.8 The Children's Trust structure arrangements in Portsmouth have been rationalised over the last year and WYOT is a key contributor to Priority D (Children and Young People at risk) in the Portsmouth Children and Young Persons Plan.
- 5.9 In February 2010 Portsmouth City Council decided to dispose of the ageing Darby House premises in Cosham, where both the Portsmouth City and SE Hampshire operational Yot teams were based. In April 2011 both teams successfully moved to offices with Fareham Borough Council, near to the Youth Court at Fareham. The ISSP team based at Drayton also moved to Fareham at the same time following the expiry of the lease on the building they occupied. This move has led to savings of approximately 30k per annum.
- 5.10 WYOT has continued to engage with the new Children's Services locality teams in Southampton which has strengthened links at both an operational and strategic level.
- 5.11 WYOT will continue to ensure it plays its part in the roll out of Integrated Offender Management, led by the Police and Probation across the Wessex area. A review of the role of seconded WYOT Police Officers is currently underway to reflect the increasing priority IOM has locally.

- 5.12 The Forensic CAMHS pilot is now in its final year and has, in particular been successful in helping WYOT staff manage the risks proposed by young perpetrators of sexual offences. An evaluation of the project is currently underway with the aim of securing continued funding for the next financial year onwards.
- 5.13 Over the past 4 years WYOT has been fully engaged with several successful 3 week pilot dance projects for vulnerable young people, including those who have offended or are at risk of doing so. WYOT has been a key partner in the setting up of the Wessex Dance Academy in Winchester which can now provide three 12 week dance projects for vulnerable young people throughout the year in a dance studio environment. The dance projects will continue to be supported by professional dancers and staff from stakeholders, including WYOT staff.



APPENDIX A

WESSEX YOT IMPROVEMENT PLAN

Report Publication Date: 24/8/11

Recommendation	What will be done?	Who will do it?	Timetable for completion:	Review date and progress:
1. Asset assessments should be timely and of good quality providing a robust analysis of the current needs of the case that is not obscured by previous information except where it is relevant.	a) Monthly WYOT QA Asset and intervention plan peer review audits to continue on a more targeted basis for WYOT staff where this has been identified as an area of improvement.	Area Manager (Performance & training)	30 th September 2011 and monthly thereafter	
	b) Targeted local QA audits to become embedded in each operational team and results reported to WYOT Senior Management at their monthly meeting.	Head of Service, Area & Team Managers	31 st December 2011	
	c) Monitoring of Assets whose scores remain unchanged following review and forwarding Team Mgrs to check duplication.			

	<p>d) Anonymised examples of good assessments and planning to be made available to WYOT staff as part of the QA process.</p>	<p>Area Manager (Performance & training)</p> <p>Area Manager (Performance & training)</p>	<p>30th September 2011 & monthly thereafter</p> <p>31st December 2011</p>	
<p>2. Specifically, a timely and good quality assessment of the individual's vulnerability and risk of harm to others is completed at the start in appropriate cases.</p>	<p>a) Continuation of monthly checks of Assets indicating high levels of risk and/or vulnerability to continue to ensure a relevant plan is in place.</p> <p>b) Training for all caseholding</p>	<p>Area & Team Manager</p>	<p>30th September 2011 & monthly thereafter</p>	

	<p>staff (2 days) in assessment/planning/ recording of risk of harm and vulnerability to be provided for staff.</p> <p>c) Regular observation of front line practice by WYOT Managers; all practitioners to have their practice observed at least twice yearly.</p>	<p>Area Manager (Performance & training)/Workforce Development Officer (Youth Justice)</p> <p>WYOT Management Team</p>	<p>31st of March 2012</p> <p>30th of September 2011 & at least monthly thereafter</p>	
<p>3. Children and young people, and their parents/carers are actively and meaningfully involved in assessment and planning, including the timely use of self assessments and the assessment of learning styles</p>	<p>a) Promotion of the use of 'What do you think' Assets to continue with monthly monitoring of completion rates to be introduced.</p> <p>b) Use of Learning Styles assessment tool to become embedded.</p>	<p>Head of Service / Area /Team Managers</p> <p>Head of Service/Area</p>	<p>31st December 2011</p>	

	c) Monitoring of use/quality of learning styles questionnaires by WYOT Diversity Group.	/Team Manager Head of Service/ WYOT Diversity Group	31 st December 2011 30 th September 2011 & quarterly thereafter	
4. As a consequence of the assessment, the record of the intervention plan is specific about what will now be done to safeguard the child or young person from harm, to make them less likely to reoffend, and to minimise any identified Risk of Harm to others. In particular the plan of work should set appropriate goals and be clearly sequenced.	a) See also Actions 1a, 1b) & 2b). b) Safeguarding training to be provided for staff where identified as a learning need. c) Area/Team Managers to review plans of community cases in each supervision session with staff and to record review(s) on case file.	Area Manager (Performance & training) Area Manager (Performance & training)/Workforce Development Officer (Youth Justice) Area/Team Managers	See Actions 1a) 1b) & 2b) 31 st of March 2012 30 th September 2011 &	

			monthly thereafter	
5. Vulnerability management plans are completed on time and are of good quality. They clarify the roles and responsibilities of staff and include planned responses to changes in the child or young person's own vulnerability.	a) see Actions 2a & b	Area/Team Managers	30 th September 2011 & monthly thereafter	
6. For both custodial and community cases, the plan of work is regularly reviewed and correctly recorded in Asset with a frequency consistent with national standards for youth justice.	a) Team and Area Managers notified monthly of those young people in custody where a review of the intervention/pre release plan is due to ensure a timely/correct review of the plan is done. b) See also Action 5c).	Area/Team Managers/ Wessex Resettlement Co-ordinator	30 th September 2011 & monthly thereafter	

		Area/Team Managers	From 30 th September 2011 onwards	
<p>7. There is regular and effective oversight by management, especially of screening decisions and ensuring planned actions are delivered. Management comments should be recorded within the case record as appropriate to the case.</p>	a) Case discussions/decision in monthly supervision sessions to be promptly recorded on case file by line managers.	Area/Team Managers	From 30 th September 2011 onwards	
	b) Risk of Serious Harm Assets to continue to be quality assured before counter signing by managers.	Area/Team Managers	From 30 th September 2011 onwards	
	c) A random list of counter-signed ROSH Assets to be produced monthly and checked for quality by WYOT Senior Managers.			
	d) All WYOT Team Managers to participate in 2 days training in risk/vulnerability management.	Head of Service/Area Managers	From 30 th September 2011 onwards	

		Head of Performance & training/WYOT Team Managers	31 st December 2011	
8. The case record should at all times contain accurate, sufficient and up to date information, in order to support the continuity of services to children and young people. This should include sufficient information on interventions delivered by others.	a) See also Actions 1a, 1b & 2c b) A random list of cases to be produced monthly and checked for quality by WYOT Senior Managers.	Head of Service/Area Managers	From 30 th September 2011 onwards	
Name of person completing this plan: Ian Langley		Designation: Head of Wessex YOT		Date: 19/8/11

This template is for guidance only - you are welcome to use your own template, or include these actions in other plans.

Southampton YOT Improvement Plan

Recommendation	What will be done?	Who will do it?	Timetable for completion:	Review date and progress:
<p>1. Asset assessments should be timely and of good quality providing a robust analysis of the current needs of the case that is not obscured by previous information except where it is relevant.</p>	<p>a) Development locally of quality audit and inspection document addressing issues identified in inspection toolkit in order to facilitate improvement.</p>	<p>Area Manager for Southampton</p>	<p>By end of August 2011.</p>	<p>March 2012</p>
	<p>b) Three case files will be scrutinised by Team Managers with the case holder during supervision. Team Manager will check that asset is not cloned and that the analysis is robust, incorporating previous offending history and behaviours. Manager to record file check on YOIS.</p>	<p>Team Manager with supervising case holder.</p>	<p>On going. Three files from each officer to be discussed and QA during supervision by 30th September 2011 and monthly thereafter and ongoing in order to improve and consolidate practice.</p>	<p>March 2012</p>
	<p>c) From case file supervision, individual training needs will be identified and addressed either within a team training session, or one to one as appropriate.</p>	<p>Team Manager and case holder.</p>	<p>Training will take place within 3 months of identification of need, either in house, or externally, depending upon availability. All training completed by June 2012.</p>	<p>July 2012</p>
	<p>d) Monthly QA Asset and intervention plan audits to continue. Staff attending required to convey learning to Supervising officer and team in order to promote active engagement within the QA process.</p>	<p>Area Manager (Performance & training); Team Manager and staff member.</p>	<p>30th September 2011 & monthly thereafter</p>	<p>March 2012</p>

	<p>e) Local QA audits prior to supervision of staff member. Discussion with Area Manager during supervision to identify consistent approach.</p> <p>f) Dip sampling of case record to ensure assets are not cloned. Supervising officers will be informed of any assets identified as cloned and be required to resubmit within one week.</p>	<p>Team Managers</p> <p>Team Managers</p>	<p>31st December 2011 and ongoing.</p> <p>By 30th September and monthly thereafter.</p>	<p>March 2012</p> <p>Dec 2011</p>
<p>2. Specifically, a timely and good quality assessment of the individual's vulnerability and risk of harm to others is completed at the start in appropriate cases.</p>	<p>a) Evidence on file of supervising officer's involvement of social care/police/education as appropriate, in addition to young person, in order to inform assessment and ensure assessment is accurate and that a relevant plan is in place which identifies appropriate anticipated outcomes.</p> <p>b) Training in assessment of risk of harm and vulnerability to be provided for staff where identified as a learning need. Staff to feedback learning to Team Manager in written format within one week of training.</p> <p>c) Introduction of feedback form for staff attending training, indentifying how practice will change as a result of training. Results to Area Manager.</p>	<p>Team Managers during file check and in supervision. Information to be taken to supervision with Area Manager.</p> <p>Area Manager / Workforce Dev. Officer. Supervising Officer and Team Manager</p> <p>Area Manager.</p>	<p>30th September 2011 & monthly thereafter</p> <p>31st of March 2012 and ongoing.</p> <p>By 31st December, 2011 and ongoing.</p>	<p>Dec 2011</p> <p>March 2012</p> <p>March 2012</p>

	d) Team Managers to observe practice both in supervision with young people and at attendance at meetings. Observations to be advised to Area Manager in order to inform overall practice and relayed to staff during supervision.	Team / Area Manager	By 31 st March, 2012 and ongoing.	Sept 2012
3. Children and young people, and their parents/carers are actively and meaningfully involved in assessment and planning, including the timely use of self assessments and the assessment of learning styles	a) 'What do you think' Assets entered on YOIS and evidence to demonstrate young person's views informed the supervision plan and that the young person's learning styles were accounted for.	Head of Service / Area / Team Managers / Supervising Officer.	31 st December 2011	March 2012
	b) Parent's views are listened to and identified in the plan of supervision.	Team Managers and Sup. officer	31 st December 2011 and ongoing.	March 2012
	c) Use of Learning Styles assessment tool evidenced in case record.	Team Manager and Sup. officer	30 th September 2011 & quarterly thereafter.	March 2012
	d) Monitoring of use/quality of learning styles questionnaires by WYOT Diversity Group.	Head of Service/WYOT Diversity Group	30 th September 2011 & quarterly thereafter.	March 2012
4. The intervention plan will be specific about what will be done, by whom and when in order to safeguard the child or young person from harm, to reduce the likelihood of reoffending and reduce Risk of Harm to others. In particular the plan of work should set	a) See also Actions 1a, 1b) & 2b).	Area Manager	See Actions 1a) 1b) & 2b)	
	b) Safeguarding training to be provided for staff which is outcome focussed, clearly improves the knowledge base and enables staff to understand the process adopted by children's services.	Area Manager Workforce Dev. Officer. Team Managers & Area Manager	31 st of March 2012	Sept 2012

<p>appropriate goals, be clearly sequenced and outcome focussed. ROSH assessments must draw adequately on all appropriate information including MAPPA.</p>	<p>c) Ensure that the safety of any other young person associated with the case has been considered and acted upon when required.</p>	<p>Team Managers</p>	<p>30th September 2011 & monthly thereafter</p>	<p>March 2012</p>
	<p>d) As 1a) above.</p>	<p>Area Manager</p>	<p>By end of August 2011</p>	<p>March 2012</p>
	<p>e) Following MAPP meetings, all supervision plans to be updated to incorporate MAPPA actions, within 5 working days of receipt of MAPPA minutes.</p>	<p>Team Managers</p>	<p>March 2012</p>	<p>Sept 2012</p>
	<p>f) All MAPPA cases to be reviewed monthly by Team Managers in supervision with staff member, ensuring effective use of the MAPP process. MAPPA decisions must be clearly recorded, followed through and acted upon, and reviewed appropriately.</p>	<p>Team Managers and supervising officers.</p>	<p>December 2011</p>	<p>March 2012</p>
	<p>g) Evidence that the victim's safety has been assessed and included within any supervision plan/licence conditions.</p>	<p>Team Manager and staff member.</p>	<p>March 2012</p>	<p>Sept 2012</p>
<p>5. Vulnerability management plans are completed on time and are of good quality and clearly link with care plans when available. They clarify the roles and responsibilities of staff and include planned responses to changes in the child or young person's own vulnerability</p>	<p>a) See Actions in section 2</p>	<p>Team Managers</p>	<p>30th September 2011 & monthly thereafter</p>	<p>Dec 2011</p>

<p>6. For both custodial and community cases, the plan of work is regularly reviewed and correctly recorded in Asset with a frequency consistent with national standards for youth justice. Work not undertaken in custody must be demonstrated in the community part of the plan.</p>	<p>a) Team Managers to review in supervision to ensure seamless transition from custody to community and that plans are updated and incorporate work which has not been completed in custody.</p>	<p>Team Managers and in liaison with the Wessex Resettlement Co-ordinator.</p>	<p>30th September 2011 & monthly thereafter.</p>	<p>Dec 2012</p>
<p>7. There is regular and effective oversight by management, especially of screening decisions, ensuring planned actions are delivered. Management comments should be recorded within the case record as appropriate to the case.</p>	<p>a) Case discussions/decision in supervision sessions to be promptly recorded on case file by line managers.</p> <p>Risk of Serious Harm Assets to continue to be quality assured before counter signing by managers, and incorporating any identified changes in case diary.</p>	<p>Area / Team Managers</p> <p>Area / Team Managers</p>	<p>From 30th September 2011 onwards</p> <p>From 30th September 2011 onwards</p>	<p>Dec 2012</p> <p>Dec 2012</p>
<p>8. The case record should at all times contain accurate, sufficient and up to date information, in order to support the continuity of services to children and young people. This should include sufficient information on interventions delivered by others.</p>	<p>a) See also Actions in section 1 and 2.</p> <p>b) Local training package to be completed to ensure staff are fully aware of the requirements of good case management.</p>	<p>Area Manager, Southampton and Team Managers</p> <p>Area Manager, Southampton and Team Managers.</p>	<p>From 30th September 2011 onwards</p> <p>October 2011</p>	<p>March 2012</p> <p>March 2012</p>
<p>Name of person completing this plan: Sue Morse</p>		<p>Designation: Area Manager, Southampton</p>		<p>Date:</p>

